

Minutes
Board of Trustees Meeting
University of Central Florida
January 28, 2016

Chairman Marcos Marchena called the meeting of the Board of Trustees to order at 1:00 p.m. in the *FAIRWINDS* Alumni Center on the UCF Orlando campus.

The following board members attended the meeting: Chairman Marcos Marchena, Vice Chair Robert Garvy, Clarence Brown, Joseph Conte, Keith Koons, Alex Martins, Beverly Seay, Bill Yeargin, and Cait Zona. Trustee John Sprouls attended via teleconference call.

WELCOME

Chairman Marchena reminded the board that the meeting was covered by the Florida Sunshine Law and that the public and press were invited to attend.

He welcomed the board members and called on Rick Schell, Associate Corporate Secretary, to call the roll. Schell determined that a quorum was present.

Marchena called for approval of the November 19, 2015, and January 7, 2016, meeting minutes, which were approved.

Marchena called on President John C. Hitt for remarks and introductions.

REMARKS

Hitt congratulated Chairman Marchena and Trustee Martins, who were reappointed to the board at the Board of Governors' meeting.

Hitt announced that UCF is hosting the University Innovation Alliance Fellows retreat. He called upon Beth Barnes, Vice President and Chief of Staff *Emerita* and Special Assistant to the President and who serves as UCF's alliance liaison, to introduce Bridget Burns, Executive Director of the University Innovation Alliance. Barnes then introduced the 10 fellows in attendance.

Alex Aljets, Oregon State University
Amber Covington, Arizona State University
Timothy Harfield, PhD, Georgia State University
Kathleen Gillon, PhD, Iowa State University
Ryan Goodwin, PhD, University of Central Florida
Sheila Hurt, Purdue University
Keyarash Jahanian, University of Kansas
Amy Martin, PhD, Michigan State University
Joey Mavity, University of California Riverside
Derrick Tillman-Kelly, PhD, Ohio State University

INTRODUCTIONS

Hitt congratulated UCF faculty and staff members.

A. Faculty and Staff

The College of Medicine was a multiple award-winner at the annual Association of American Medical Colleges meeting in November. Dr. Jonathan Kibble, assistant dean of medical education and professor of physiology, was recognized with the Alpha Omega Alpha Robert J. Glaser Distinguished Teacher award.

The association named the College of Medicine Physician Advising and Support System as the top program in the country for student advising. Dr. Marcy Verduin, associate dean of students, accepted the award for the College of Medicine Office of Student Affairs.

At their annual meeting, the Trustees of the American Board of Pathology adopted a resolution recognizing Diane D. Davey's service to the organization and to medicine.

Pegasus Professor Peter Delfyett from the College of Optics and Photonics was elected Fellow of The International Society of Optics and Photonics.

The Leadership Enhancement Program, which provides UCF employees with professional development, is coordinated by the Office of Diversity and Inclusion under the direction of Chief Diversity Officer Karen Morrison. Morrison recognized members of this year's class.

Selma J. Abdul
Anna Allen
Jeanne L. Battersby
Gabrielle Bell
Sheryl M. Brown
Brian E. Butkus
Chantel N. Carter
Coretta L. Cotton
Xiaohong J. (Jessica) Dong
Osepha Felix
Cyndia Muñiz
Tammie L. Nadeau

B. Employee of the Month

The Employee of the Month for August was Bettina Baca, the office manager for Army ROTC in the College of Engineering.

The Employee of the Month for September was Rocio Alfonso, a custodial worker at the Recreation and Wellness Center.

The Employee of the Month for October was Thomas Raburn, a senior maintenance worker at Facilities Operations in Facilities and Safety.

REPORTS

Marchena introduced Maribeth Ehasz, Vice President for Student Development and Enrollment Services, who introduced Karen Hofmann, Director of Counseling and Psychological Services, for a report on the following item:

- **INFO-1** University of Central Florida Counseling and Psychological Services

Marchena introduced Shreya Trivedi, the university's Ombuds Officer, who reported on the following item:

- **INFO-2** University of Central Florida Ombuds Office

ADVANCEMENT COMMITTEE REPORT

Clarence Brown, Chair of the Advancement Committee, reported the highlights from the committee meeting held earlier in the day.

- Fred Kittinger, Senior Associate Vice President for University Relations, reported on general legislative activities. He noted that UCF Day in Tallahassee encouraged members of the UCF Alumni Association, the student body, and other university constituents to spend a day lobbying legislators on subjects important to the university. Kittinger also noted that Governor Scott signed a bill approving the Florida Center for Students with Unique Abilities, which will be housed at UCF.
- Patrick Burt, Assistant Vice President for University Marketing, provided updates on UCF's marketing campaign. He showed two videos, one entitled *Creating Access* that featured Dr. Hitt discussing how UCF students continue to make an impact on our community. The second video was associated with UCF's Limbitless team, featuring their *12 Arms for Christmas* campaign that gained national media coverage and was aired on the *Today Show* and CNN.
- Michael Morsberger, Vice President for Alumni Relations and Development and CEO of the UCF Foundation, provided an update on fundraising, reporting that 2016 opened with huge momentum that continues to build each day. Morsberger noted that his team has formed a special task force to develop creative ideas for the formal launch of the IGNITE campaign. Morsberger also presented Trustee Alex Martins with the 2015 Distinguished Alumnus award on behalf of the UCF Alumni Association.

COMPENSATION AND LABOR AD HOC COMMITTEE REPORT

John Sprouls, Chair of the Compensation and Labor Ad Hoc Committee, noted that no meeting had been held since the teleconference committee meeting of January 7, 2016.

EDUCATIONAL PROGRAMS COMMITTEE REPORT

Robert Garvy, Chair of the Educational Programs Committee, reported the highlights from the committee meeting held earlier in the day.

- Youndy Cook, Deputy General Counsel, reported on the Amendment to University Regulation UCF-2.001 Undergraduate Admissions and University Regulation UCF-2.003 Admission of Graduate Students. She noted that these updated regulations revise the immunization requirements for both undergraduate and graduate students. The committee approved the amendments as presented.
- Diane Z. Chase, Executive Vice Provost for Academic Affairs, reported on the 2015 Centers and Institutes Review Results for the Florida Solar Energy Center. The committee requested that a more complete review and evaluation be presented before the end of the 2015-16 academic year.
- Pamela Carroll, Dean of the College of Education and Human Performance, provided an academic program review. She reported on the status of the 2013-14 review recommendations and outlined some of the challenges that the programs are working through. A request was made for more data on graduate employment and wages.
- Mubarak Shah, Interim Vice Provost and Dean of the College of Graduate Studies, and Elizabeth Dooley, Vice Provost for Teaching and Learning, and Dean of the College of Undergraduate Studies, provided an update on the status of three graduate and two undergraduate degree programs. The graduate degree programs include Doctor of Securities Studies, Doctor of Criminal Justice, and Nanotechnology Professional Science Master's Degree. The undergraduate degree programs include Bachelor of Science in Photonics Science and Engineering and Bachelor of Arts in Writing and Rhetoric. All of these programs are either close to, at, or exceeding the expectations for enrollment and participation.
- Dale Whittaker, Executive Vice President and Provost, gave an update on the UCF Collective Impact Strategic Plan, faculty hiring, research and graduate education, and UCF Downtown. Whittaker introduced faculty member Anastasia Salter, an assistant professor in digital media whose research focuses on positioning games and digital narratives as they relate to learning, social engagement, and participatory culture.

FINANCE AND FACILITIES COMMITTEE REPORT

Alex Martins, Chair of the Finance and Facilities Committee, reported the highlights from the committee meeting held on December 2, 2015.

- Tracy Clark, Associate Provost and Associate Vice President for Budget, Planning, and Administration, presented reports on the University Draft Audited Financial Report for 2014-15, the UCF Investments Quarterly Report Ended September 30, 2015, UCF Key Financial Ratios as of June 30, 2015, and the key financial ratios for UCF as compared to the State University System as of June 30, 2014. Clark reported on the University Operating Budget Report Quarter Ended September 30, 2015, and the Direct Support Organizations' 2015-16 First-Quarter Financial Reports.

- Martins stated that Lee Kernek, Associate Vice President for Administration and Finance, requested approval of the revised Five-year Capital Improvement Plan for 2016-17 through 2020-21 and minor changes were requested that were made based upon the Board of Governors' recommendations after the plan was originally approved by the Board of Trustees. The committee unanimously approved the revised Five-year Capital Improvement Plan.
- Martins reported that William F. Merck II, Vice President for Administration and Finance and Chief Financial Officer, and Kernek presented for approval the 2015 Educational Plant Survey, which Florida statute requires be completed every five years. The committee unanimously approved the survey.
- Martins advised that the committee was requested by Merck and John C. Pittman, Associate Vice President for Administration and Finance, Debt Management, to use approximately \$310,000 of savings resulting from the refinancing of the UCF Stadium Corporation Certificates of Participation for non-recurring expenses that were incurred by the UCF Athletics Association related to the changes in the UCFAA administration and coaching staff. The committee unanimously approved that request.
- Martins reported that Merck, Clark, and Tom Cavanagh, Associate Vice President for Distributed Learning, reported on the 2016-17 Online Tuition and Fees, Amendments to University Tuition and Fee Regulation UCF 9.001 for the proposed UCF online program, advising that online students will pay the same tuition as on-campus students, but they will not be charged the Transportation Access Fee, Activity and Service Fee, Athletic Fee, Health Fee, or Technology Fee. Undergraduate, out-of-state online students also will be charged a reduced out-of-state fee. The committee unanimously approved the UCF online tuition fees and fee eliminations.
- Martins reported that Krishna Singh, Director of Parking and Transportation Services, gave a presentation on the department's structure and services, and he discussed the department's statistics, accomplishments, and current and upcoming projects.

Martins reported the highlights from the committee meeting held earlier in the day.

- Merck and Kernek presented a minor amendment to the 2015 Campus Master Plan recommending the construction of a Pollo Tropical stand-alone restaurant adjacent to the Recreation and Wellness Center, south of Gemini Boulevard. The committee unanimously approved the recommendation.
- Martins stated that the committee asked for an amendment to the 2015 Campus Master Plan to eliminate the housing components for the proposed UCF downtown campus that remained on the morning report. The committee unanimously approved the amendment.
- Scott Cole, Vice President and General Counsel, presented a Third Amended and Restated Bylaws request for the University of Central Florida Research Foundation to confirm that UCF control of the Direct Support Organization is consistent with the recent Florida Supreme Court opinion regarding limited sovereign immunity and other technical corrections.

Martins presented the following item for board approval:

- **FF-1** 2016-17 Online Tuition and Fees, Amendments to University Tuition and Fee Regulation UCF-9.001—The original motion to the 2016-17 Online Tuition and Fees, Amendments to University Tuition and Fee Regulation UCF-9.001 was introduced and amended. The amended motion was made and unanimously passed by the board approving the 2016-17 Online Tuition and Fees, Amendments to University Tuition and Fee Regulation UCF-9.001.

STRATEGIC PLANNING COMMITTEE REPORT

Marchena reported that an update on the Strategic Planning Committee provided by Provost Whittaker earlier in the day and the report provided by Vice Chair Robert Garvy were thorough. Marchena stated that the strategy planning process is on track.

INFORMATION

Marchena noted the following informational item:

- **INFO-3** 2017-18 UCF Board of Trustees Meeting Dates

CONSENT AGENDA

Marchena read the consent agenda items into the record. FF-4, Five-year Capital Improvement Plan Revision, was removed from the consent agenda. A motion was made to accept the consent agenda, as revised, and the agenda items were approved.

- **EP-1** Amendment to University Regulation UCF-2.001 Undergraduate Admissions, and University Regulation UCF-2.003 Admission of Graduate Students—Approve amendments to University of Central Florida Regulation UCF-2.001 and UCF-2.003
- **FF-2** Use of Additional Savings from UCF Stadium Corporation Debt Refinancing—Approve the authorization of the UCF Athletics Association’s use of the additional savings resulting from the refinancing of the UCF Stadium Corporation certificates of participation
- **FF-3** Educational Plant Survey—Approve the 2015 Educational Plant Survey
- **FF-5** Minor Amendment to the 2015 Campus Master Plan—Approve a minor amendment to the University of Central Florida Campus Master Plan for the construction of a stand-alone food retail venue

- FF-6 Amend University of Central Florida Research Foundation Bylaws—Approve the Third Amended and Restated Bylaws of the University of Central Florida Research Foundation to (1) confirm UCF control of the Direct Support Organization consistent with a recent Florida Supreme Court opinion regarding limited sovereign immunity, (2) authorize use of a fictitious name for the Research Foundation, and (3) make other technical corrections

One item, removed from the consent agenda, was taken up for board approval.

- FF-4 Five-year Capital Improvement Plan Revision—An amendment was offered to remove from the Capital Improvement Plan the inclusion of student housing at the proposed UCF Downtown campus. The amendment was unanimously approved. The amended Five-Year Capital Improvement Plan was then unanimously approved.

NEW BUSINESS

Marchena referred the board members to a folder in their meeting materials containing the 2015 attendance dashboard as well as the UCF Trustee Self-assessment Form. Marchena asked that trustees review the attendance dashboard and submit any corrections or additions to Schell. He requested that they complete the self-assessment form and return to Schell.

Marchena stated that at the March meeting he would like to have staff come back with a report on the program discussed in November to provide incoming students with information regarding majors and employment availability and how the program has been developed.

ANNOUNCEMENTS AND ADJOURNMENT

Marchena announced that all trustees are invited to attend the UCF Foundation Board of Directors Spring Retreat on Friday, February 12, 2016, at the UCF Double Tree by Hilton. He asked the trustees to advise Rick Schell if they plan to attend.

He announced the upcoming meetings.

Board of Governors meeting	February 18, 2016 (Location TBD)
UCF Board of Trustees retreat	March 4, 2016 (FAIRWINDS Alumni Center)
Board of Governors meeting	March 16-17, 2016 (University of West Florida)
Board of Trustees meeting	March 24, 2016 (FAIRWINDS Alumni Center)

Marchena adjourned the board meeting at 2:18 p.m.

Marchena invited the trustees to join him for the annual photo.

Respectfully submitted: _____ Date: _____
John C. Hitt
Corporate Secretary