

**Minutes  
Board of Trustees Meeting  
University of Central Florida  
September 15, 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, Ken Bradley, Clarence Brown, Christopher Clemente, Keith Koons, Alex Martins, Beverly Seay, David Walsh, and William Yeargin. Trustees Joseph Conte and Ray Gilley attended via teleconference.

**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.

**PUBLIC COMMENT**

Christian Sepata, Speaker of the Senate, reported that due to hiring of new professors, various student organizations in the College of Engineering and the College of Sciences are being displaced. Sepata asked the board for assistance in finding new space. The board requested that Finance and Facilities research the matter and report back to the board.

Marchena called for approval of the July 28, 2016, and August 5, 2016, meeting minutes, which were approved.

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

**REMARKS**

Hitt announced that early fall student enrollment is 64,678, reflecting an increase of 2.6 percent from last fall. He stated that the projected average GPA and SAT two-score for incoming freshman class are at a record 4.02 and 1262, respectively.

Hitt reported that the academic credentials for freshmen at the Burnett Honors College are also all-time highs with an average GPA of 4.4 and an average SAT two-score of 1408.

Hitt announced that UCF is proud to welcome 77 freshman National Merit Scholars, the second-most in school history. He stated that the overall total of 289 National Merit Scholars is also a new school record.

He reported that early figures on UCF's minority enrollment suggest an all-time high of 45 percent, up from 44 percent last year and that Hispanic enrollment is at 23.8 percent.

He announced that the College of Medicine at Lake Nona welcomed 120 future doctors to reach its full capacity of 480 students for the first time.

Hitt stated that in the past two years, 200 net new faculty positions have been added and another 45 are expected to be added in 2017-18. Hitt commented that these new hires are primarily tenured and are tenure-track faculty members who represent disciplines in which UCF is experiencing high-enrollment growth, including areas of strategic emphasis in science, technology, and engineering.

He announced that the *Washington Monthly* magazine released its *2016 College Guide and Rankings*, with UCF surpassing all Florida schools on the list but the University of Florida. UCF ranked 32<sup>nd</sup> among public national universities.

Hitt provided an overview of several construction projects. Recently dedicated was the three-story Global UCF building that opened along Memory Mall. Hitt reported that this \$16 million building includes 22 classrooms and is the new hub for international activity on campus. Hitt noted that the construction behind the John C. Hitt Library is for a new 8,000-square-foot building that will house an automated book retrieval system. The new building and other first-phase improvements should be completed next July. Hitt reported that work is underway on the Interdisciplinary Research and Incubator Building. When ready in the fall of 2017, this 99,000-square-foot facility will feature research labs, classrooms, and offices. The project's cost is \$46.6 million.

In athletic news, Hitt commented that UCF is responding to the Big 12 athletic conference's inquiries for information.

## **INTRODUCTIONS**

Hitt congratulated the following staff members for their exemplary work.

### **A. Employee of the Year**

The USPS Employee of the Year was Lindell Jones, a teacher's assistant at the Creative School for Children for almost 18 years.

### **B. Employee of the Month**

The USPS Employee of the Month for July was Elvis Wanamaker, an executive administrative assistant in Student Development and Enrollment Services for more than 20 years.

## **REPORTS**

Marchena introduced Joel Hartman, Vice President for Information Technologies and Resources, Julie Hinkle, Assistant Professor of College of Nursing, and Thomas Cavanagh, Associate Vice President for Center for Distributed Learning, who gave a report on the following item.

- INFO-1 Adaptive Learning

Marchena introduced Grant Heston, Vice President for Communications and Marketing, and Tom Hope, Assistant Vice President for Strategic Initiatives, who gave a report on the following item.

- INFO-2 *U.S. News & World Report* University Rankings

## **ADVANCEMENT COMMITTEE REPORT**

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

- Michael Morsberger, Vice President for Alumni Relations and Development, and CEO, UCF Foundation, Inc., stated that William E. and Mary Jo Davis were among the original founders of the university who pledged their own resources to secure the land for UCF. He reported they have endowed several funds in support of scholarships with the most recent gift contributing to programs in recreation and wellness.

Brown presented the following item for board approval.

- ADV-1 Naming of the William E. and Mary Jo Davis Recreation Area at Lake Claire—A motion was made and unanimously passed by the board to approve naming the Lake Claire Recreation area the William E. and Mary Jo Davis Recreation Area at Lake Claire.
- Morsberger reported on campaign progress and the upcoming IGNITE gala.
- Julie Stroh, Senior Associate Vice President for Alumni Engagement and Annual Giving, gave a presentation on the IGNITE campaign roll-out.
- Dr. Dan Holsenbeck, Senior Vice President for University Relations, reported that the Board of Governors and the legislature are beginning the budget process and that Holsenbeck and his team have started scheduling their individual meetings with members of both bodies to discuss UCF's priorities.
- Grant Heston, Vice President for Communications and Marketing, reported that fundraising for WUCF had seen substantial growth. In comparison to the station's first fundraiser in August 2011 that raised \$56,000, more than \$300,000 was raised in the August 2016 fundraiser. The American Graduate program has selected WUCF as one of their featured partners to celebrate the champions who are keeping students on the path to graduation. Heston stated that Megan Nichols, an associate professor in the College of Education and Human Performance, will be featured on WUCF for her work in helping

kids with cancer succeed through the use of robotics in learning mathematics. Heston reported that following the first presidential debate on September 26, 2016, CNN has selected UCF to host a national, live, post-debate group of undecided voters. UCF is also partnering with Politico and WFTV, the local ABC affiliate, to host a state senate debate between Senator Marco Rubio and Representative Patrick Murphy. Both broadcasts will showcase UCF's campus.

### **AUDIT, OPERATIONS REVIEW, COMPLIANCE, AND ETHICS COMMITTEE REPORT**

Beverly Seay, Chair of the Audit, Operations Review, Compliance, and Ethics Committee, reported the highlights of the committee meeting held on September 14, 2016.

- Robert Taft, Chief Audit Executive, provided an update on completed audit reports. Taft discussed work being performed by the recently hired senior IT auditor, a summary of investigation and management advisory services activity, along with upcoming department initiatives. Taft concluded his presentation with an update on recent Florida auditor general activity.
- Rhonda L. Bishop, Chief Compliance and Ethics Officer, provided a status update on the 2015-16 Work Plan and highlighted the development of the Integrity Star Newsletter. Bishop also provided an update on the 2016-17 Work Plan. Bishop provided an overview of the 2016 compliance and ethics culture survey distributed to all employees in March and April 2016. Bishop provided an update on the athletics department's compliance program and reported that the department is working on an initiative to interface the Jump Forward system with PeopleSoft.

### **COMPENSATION AND LABOR AD HOC COMMITTEE REPORT**

John Sprouls, Chair of the Compensation and Labor Ad Hoc Committee, reported that the committee had reviewed the amendment to University Regulation UCF-3.0031, which was a technical amendment to the employee tuition waiver program.

Sprouls presented the following items for board approval.

- CL-1      Amendment to University Regulation UCF-3.0031 Employee Tuition Free Course Enrollment—A motion was made and unanimously passed by the board approving amendments to regulation UCF-3.0031.

### **EDUCATIONAL PROGRAMS COMMITTEE REPORT**

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

- Tonnette Harris, Assistant Director for Equal Opportunity and Affirmative Action Programs, reported on the 2016 Equity Accountability Program.
- A. Dale Whittaker, Provost and Executive Vice President, reported on tenure with hire.

- Whittaker presented the Provost's update, with Timothy Hawthorne, Assistant Professor in the College of Sciences, giving a presentation on Citizen Science Geographic Information Systems in Belize.
- Whittaker introduced Paula Kohler, new Executive Director for the Center for Students with Unique Abilities, who provided an update on faculty hiring.
- James Fenton, the Director of the UCF Florida Solar Energy Center, presented a summary of the 2015 seven-year external review of FSEC.
- Whittaker provided a State University System Annual Status Report on Market Tuition.
- Paige Borden, Assistant Associate Provost for Academic Program Quality and Associate Vice President for Institutional Knowledge Management, reported on the 2015-16 Academic Program Review results and provided a brief overview of the Academic Program Review process. Borden also reported on the Centers and Institutes Review results.
- Whittaker gave a presentation that showed that the majority of job growth since recovery from the recession of 2007-10 was concentrated among those having higher education degrees.

### **FINANCE AND FACILITIES COMMITTEE REPORT**

Alex Martins, Chair of the Finance and Facilities Committee, reported highlights from the committee meeting held on August 17, 2016, and earlier in the day.

- William F. Merck II, Vice President for Administration and Finance and Chief Financial Officer, and John C. Pittman, Associate Vice President for Administration and Finance, Debt Management, reported on the Student Housing Project for UCF Downtown.
- Merck and Pittman discussed the plans to expand Nicholson Field House and add air conditioning.
- Pittman reported on the University and DSO Debt Report.
- Danny White, Vice President and Director of Athletics, and David Hanson, Executive Associate Athletic Director and Chief Operating Officer, reported on Athletics Facilities Funding and reviewed the current status of their facility projects.
- Greg Robinson, Director of Purchasing, gave a presentation regarding purchasing policies. Cristi Trask, Assistant Controller for Finance and Accounting, reported on the purchasing card program.
- Deborah German, Vice President for Medical Affairs and Dean of the College of Medicine, David Noel, Associate Vice President for Administration and Finance for the College of Medicine, and Steve Omli, Director of Finance and Accounting for the College of Medicine, presented the 2016-17 College of Medicine Faculty Practice Plan budget.
- German, Noel, and Omli reported on the 2016-17 College of Medicine Self-insurance Program budget.
- Merck, Scott Cole, General Counsel, and Jennifer Cerasa, Associate General Counsel, reported on a Memorandum of Understanding among the University of Central Florida, Ustler Development, Inc., and KUD International, LLC, for the Student Housing Project for UCF Downtown.

Martins presented the following items for board approval.

- FF-1 2016-17 College of Medicine Faculty Practice Plan Budget—A motion was made and unanimously passed by the board approving the 2016-17 College of Medicine Faculty Practice Plan Budget
- FF-2 2016-17 College of Medicine Self-insurance Program Budget—A motion was made and unanimously passed by the board approving 2016-17 College of Medicine Self-insurance Program Budget
- FF-3 Student Housing Project for UCF Downtown at the Creative Village—A motion was made and unanimously passed by the board approving the Memorandum of Understanding between the University of Central Florida, Ustler Development, Inc., and KUD International, LLC, for the development of the Student Housing Project for UCF Downtown at the Creative Village

For clarity, Marchena reiterated that: (1) the housing is not being built on UCF property; (2) UCF is not funding the construction of the housing, nor is UCF obligated to fund any short falls of the construction of the housing; and (3) UCF is leasing space in this facility for ancillary services, student services, and student housing management.

### **NOMINATING AND GOVERNANCE COMMITTEE REPORT**

William Yeargin, Chair of the Nominating and Governance Committee, reported highlights from the committee meetings held on August 5, 2016, and September 7, 2016.

- Yeargin reported that the committee had reviewed the Board of Trustees bylaws, and a revision made the Compensation and Labor Committee-Ad Hoc Committee a permanent committee.
- He reported that the committee approved revisions to the Nominating and Governance Committee charter to more accurately reflect the roles and responsibilities of the committee.
- He stated that the committee met to discuss UCF's presidential selection process and reviewed the new Board of Governors regulations related to presidential selection. The committee requested that the chief counsel prepare a document that combines the UCF Presidential Selection Policy with the Board of Governors presidential selection policy.
- He stated that the committee reviewed the presidential leadership statement, which identifies criteria that UCF will look for in a new university president. Modifications will be made and presented to the full board.
- He indicated that the committee reviewed a new Board of Governors policy on naming buildings and facilities. The UCF policy will be aligned with the new Board of Governors policy.
- He advised that the committee reviewed the Direct Support Organizations process and Board Best Practices.

## **CONSENT AGENDA**

A motion was made to accept the consent agenda, and members of the board unanimously approved the following actions.

- EP-1      2016 Equity Accountability Program—Approval of the 2016 Florida Equity Report
- EP-2      2016-17 Tenure with Hire—Approval of tenure with hire
- NG-1      Seventh Amended and Restated Bylaws of the University of Central Florida Board of Trustees—Approval of the Seventh Amended and Restated Bylaws
- NG-2      First Amended and Restated Nominating and Governance Committee Charter—Approval of the First Amended and Restated Nominating and Governance Committee Charter
- NG-3      Board Policy on Naming of Buildings and Facilities—Approval of the board policy title Naming of Buildings and Facilities

## **ANNOUNCEMENTS AND ADJOURNMENT**

Marchena announced the following upcoming meetings.

Board of Governors meeting	September 21-22 (New College of Florida)
Diversity Breakfast	October 17 (Pegasus Ballroom, Student Union)
Board of Governors Facilities Committee and Budget and Finance Committee Workshops	October 18 (University of South Florida)
2016 Trustee Summit	November 2 (Florida Atlantic University)
Board of Governors meeting	November 2-3 (Florida Atlantic University)
Board of Trustees meeting	November 17 (FAIRWINDS Alumni Center)
Educational Programs Workshop	December 12 (Provost's Conference Room, Millican Hall)

Marchena asked that trustees coordinate arrangements to attend the 2016 Trustee Summit with Rick Schell.

Marchena adjourned the board meeting at 2:40 p.m.

Respectfully submitted: \_\_\_\_\_ Date: \_\_\_\_\_  
John C. Hitt  
Corporate Secretary