

**Minutes
Board of Trustees Meeting
University of Central Florida
May 31, 2016**

Chairman Marcos Marchena called the meeting of the Board of Trustees to order at 1:15 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, Joseph Conte, Ray Gilley, Keith Koons, Beverly Seay, David Walsh, and William Yeargin. Trustees Alex Martins and John Sprouls 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.

There were no requests for public comment.

Marchena called on Danny White, Director of Athletics, who introduced John Roddick, the new Director of Tennis and Head Men's Tennis Coach. Roddick expressed his gratitude for the opportunity to be a part of the UCF community and his family's excitement about joining the UCF family. White stated that a search has been launched for a Head Women's Tennis Coach.

Marchena called for approval of the March 24, 2016, meeting minutes, which were approved.

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

REMARKS

Hitt welcomed and congratulated new board member, Christopher Clemente, the newly elected president of the UCF Student Government Association. Hitt presented Clemente with a gold Pegasus lapel pin and welcomed him to the board.

INTRODUCTIONS

Hitt welcomed the following faculty members, and congratulated them on their accomplishments.

A. Trustee Chairs

In 2002-03, the Board of Trustees supplied funding for up to eight Trustee Chairs to retain and to attract exceptional faculty members. Five UCF faculty members currently hold Trustee Chairs, and three additional faculty members were selected as the 2016 Trustee Chairs. Trustee Chair holders have a five-year appointment and receive an annual stipend of \$50,000 with the potential for renewal. Hitt recognized the two chair holders who attended the meeting.

Deborah Beidel is a Pegasus Professor of psychology and medical education and director of UCF RESTORES. She has authored more than 250 scientific publications about the treatment of anxiety disorders and post-traumatic stress disorder and has been the recipient of more than \$19 million in research funding. In recognition of her teaching excellence, Beidel received the 1995 Distinguished Educator Award from the Association of Medical School Psychologists.

Pegasus Professor Jeffrey Rupert is a music educator, saxophonist, composer, arranger, and internationally recognized jazz luminary. A Grammy Award winner, his credentials include thirty recordings as a featured soloist and eight recordings in the top fifty on the jazz charts. Due to his efforts, UCF is the only institution in the world to have a jazz studies degree, an active record label, and an NPR number one-ranked jazz station.

B. 2016 Pegasus Professors

Five UCF faculty members were presented with the 2016 Pegasus Professor Award, the highest academic honor at the university.

Pegasus Professors are chosen from senior members of the faculty who have been a full professor for at least five years and have achieved noteworthy teaching, research and creative activity, and service of national and international impact. Each is presented with a \$5,000 stipend and a \$5,000 research grant. Hitt recognized four of the new Pegasus Professors who were able to attend.

Waldemar Karwowski is a professor and chair of the Department of Industrial Engineering and Management Systems. Since joining the university in 2007, he has secured more than \$2 million in funding. As chair of the department, he has established focused research and academic programs in systems engineering and health care, and he has streamlined graduate program offerings.

Yongho Sohn is a professor of materials in the College of Engineering and Computer Science and the associate director for the Materials Characterization Facility, Advanced Materials Processing and Analysis Center. At UCF since 2001, Sohn is a well-known expert in the field of diffusion and thermal barrier coatings, and his research is important to aerospace, automotive, and nuclear industries.

Jiann-Shiun Yuan is a professor in the Electrical and Computer Engineering Department, and he has been at UCF since 1990. He is director of the Multi-Functional Integrated System Technology Center, which is a joint partnership between UCF and the University of Florida. The

researchers at the center study materials, sensors, actuators, power sources, and electronics that will interconnect through the internet to the physical world in the future.

Graham A.J. Worthy is the chair of the Department of Biology and heads the Sustainable Coastal Systems cluster. The cluster brings together faculty from multiple disciplines to focus on natural and human-related impacts to coastal ecosystem health, restoration, and sustainability. Worthy came to UCF in 2001 as the Hubbs-SeaWorld Professor of Marine Mammology and as a Distinguished Research Professor.

C. 2016 Reach for the Stars

For the third year, we are giving Reach for the Stars awards to junior faculty members who have achieved noteworthy research or creative activities of national impact. The winners receive a \$10,000 annual research grant for three years.

Swadeshmukul Santra is an associate professor in the NanoScience Technology Center with a joint appointment in the College of Sciences' Department of Chemistry. He is also an affiliated faculty member of the Department of Materials Science and Engineering and the Burnett School of Biomedical Sciences.

Subith Vasu is an assistant professor in the Department of Mechanical and Aerospace Engineering within the College of Engineering and Computer Science.

D. Employees of the Month

The Employee of the Month for January was Cassandra Bacon, a maintenance planner and scheduler in Facilities Operations.

The Employee of the Month for February was Patricia Trovillion, a forensic technician in the Police Department.

The Employee of the Month for March was Arlene Flores, an administrative assistant in the School of Performing Arts.

And, the Employee of the Month for April was Jena Thomas, a program assistant in SDES Health Services.

Hitt referred board members to the draft policy on Presidential Search and Selection included in their meeting materials, which will be presented to the Board of Governors in the future, and he asked that they review the document.

REPORTS

Marchena introduced Deborah German, Vice President for Medical Affairs and Dean of the College of Medicine, who recognized members of the Enterprise Group. She stated that the group works to build the College of Medicine. German also presented the following item.

- INFO-1 Building the UCF Health Sciences Campus at Lake Nona

ADVANCEMENT COMMITTEE REPORT

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

- Grant Heston, Vice President for Communications and Marketing, introduced Phil Hoffman, the new Executive Director for WUCF TV. Heston provided several updates regarding WUCF TV activities in the area. He also provided examples of how UCF's brand is strengthening through social media platforms, and he detailed UCF's national and international reach through Facebook.
- Heston gave a brief presentation on the DUI awareness videos being produced in response to the death in 2015 of UCF student, Keri Anne Demott. He noted that this initiative originated from the efforts of Ms. DeMott's father, Bill DeMott, and UCF Officer Frank Imparato. Heston introduced Officer Imparato and thanked him for his efforts on this initiative.
- Dan Holsenbeck, Senior Vice President for University Relations, reported that the Florida Board of Governors will meet at UCF in June for its annual budget meeting. He noted that the President of the Florida Senate, Andy Gardiner, recently met with Dr. Pamela Carroll, Dean of the College of Education and Human Performance, to discuss the Florida Center for Students with Unique Abilities. Holsenbeck provided an overview regarding the policies and regulations surrounding lobbying at a state university.
- Michael Morsberger, Vice President for Alumni Relations and Development and CEO, UCF Foundation, summarized his first year as CEO of the UCF Foundation. He noted the five goals he has set for his team. Morsberger outlined the goal-planning process for UCF's collegiate units in relation to *IGNITE: The Campaign for UCF*. He provided the dates for the Volunteer Leadership Summer on June 10, 2016, and the public launch of *IGNITE* on September 16, 2016.

COMPENSATION AND LABOR AD HOC COMMITTEE REPORT

John Sprouls, Chair of the Compensation and Labor Ad Hoc Committee, reported the highlights from the committee meeting held earlier in the day.

- Shelia Daniels, Interim Associate Vice President and Chief Human Resources Officer, reported on the Investment Committee Update Regarding the Final Designation of Active Providers for the UCF 403(b) Plan.

Sprouls presented the following item for board approval.

- CL-1 Seventh Amended and Restated Employment Agreement for President Hitt—A motion was made and unanimously passed approving the Seventh Amended and Restated Employment Agreement for President John C. Hitt.

EDUCATIONAL PROGRAMS COMMITTEE REPORT

Robert Garvy, Chair of the Educational Programs Committee, reported the highlights from the committee meeting held earlier in the day and the meeting held on May 3, 2016.

- Dale Whittaker, Provost and Executive Vice President, reported on the 2016 Tenure Recommendations.
- Paige Borden, Assistant Associate Provost for Academic Program Quality and Associate Vice President for Institutional Knowledge Management, presented the 2016-17 UCF Work Plan.
- Youndy Cook, Deputy General Counsel, reported on the Amendment to University Regulation UCF-2.032 Textbook Adoption. This year, the Florida Legislature amended the underlying statute on textbook affordability, requiring some changes in the university's procedures, with the new version of the law taking effect July 1, 2016. The law now requires: (i) textbook and instruction material adoption deadlines at least 50 days prior to the first day of class for each term and (ii) posting of textbook and instructional material orders placed by the adoption deadline on the bookstore website 45 days prior to the first day of class for each term.
- Whittaker gave the provost's update. He introduced Ayman Abouraddy, Associate Professor, College of Optics and Photonics, who presented his department's achievements. Whittaker reported on several new hires, including dean of the College of Arts and Humanities, vice provost for UCF Downtown, and executive director for the Florida Center for Students with Unique Abilities. He reported on a search for vice president for Research and Dean of the College of Graduate Studies. Whittaker provided information related to UCF's summer enrollment, which will reach approximately 39,000 students this year. He noted a second round of the Faculty Cluster Initiative, along with several budgetary matters.
- Jeff Jones, Vice Provost for Regional Campuses Administration, presented updates on the Foundations of Excellence transfer initiative. Jones and Maribeth Ehasz, Vice President for Student Development and Enrollment Services, serve as the co-chairs of the Foundations of Excellence Executive Council.
- Garvy mentioned that on May 3, 2016, a General Education Program workshop was held for the Educational Programs Committee. Elizabeth Dooley, Dean of the College of Undergraduate Studies and Vice Provost for Teaching and Learning, and staff members from several support areas presented an overview of the legislative and UCF general education requirements, examples of UCF's instruction and high-impact learning practices, and assessment methodologies that are in place.

FINANCE AND FACILITIES COMMITTEE REPORT

Alex Martins, Chair of the Finance and Facilities Committee, reported highlights from the committee meeting held earlier in the day and from the committee meeting held on April 29, 2016.

- 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 Direct Support Organizations 2015-16 Second Quarter Financial Reports that ended December 31, 2015. Pittman presented the DSO Debt Report.
- Merck and Daniels presented the Investment Committee Charter for the 403(b) Plan and the Investment Policy Statement for the University of Central Florida as information items.
- White, David Hanson, Executive Associate Athletic Director and Chief Operating Officer, and Brad Stricklin, Executive Associate Athletics Director and Chief Financial Officer, presented the structure and organization of UCF athletics. He also gave an update on current facility projects.
- Tracy Clark, Associate Provost for Budget, Planning, and Administration and Associate Vice President for Finance, reported the highlights of the University Operating Budget Report Quarter Ended March 31, 2016, and on the UCF Investments Quarterly Report Ended March 31, 2016.
- Clark reported on amendments to University Tuition and Fee Regulation UCF-9.001.
- Cook provided an update on the Revision to UCF-7.130 Administration and Finance; Purchasing. The regulation adds language to section 6(a) to ensure that any procurement actions occur before the contract is signed to reduce university risk. More information was asked for relating to checks and balances in the purchasing program, to be taken up at a future committee meeting.
- Cook provided an update to the Revision to UCF-7.203 Real Property Leasing. The revision adds language giving purchasing director authority to approve leases up to \$100,000. Unchanged are the requirements that all the leases above \$100,000 level require the administrative approval of the university president or the vice president of administration and finance and that all leases in excess of \$1 million require the approval of the Board of Trustees.
- Cook reported on Revision to UCF-6.007 Traffic/Parking Regulation and Enforcement. She stated that a change in 1(b) relating to staggered terms on the parking committee needs to be withdrawn.

Martins presented the following items for board approval.

- FF-1 Revision to UCF-6.007 Traffic/Parking Regulation and Enforcement—The original motion for Revision to UCF-6.007 Traffic/Parking Regulation and Enforcement was introduced and amended. The amended motion was to adopt FF-1, less the proposed change to UCF-6.007 1(b), which eliminates the change to the sentence regarding the staggered terms of the committee members. The amended motion passed with twelve trustees voting for and one trustee voting against, approving the amendments to existing university regulation UCF-6.007 Traffic/Parking Regulation and Enforcement.

- FF-2 Amendments to University Tuition and Fee Regulation UCF-9.001—A motion was made and unanimously passed approving amendments to university regulation UCF-9.001 Schedule of Tuition and Fees.
- FF-3 2016-17 University Operating Budget—A motion was made and unanimously passed approving the university’s 2016-17 Operating Budget.
- FF-4 2016-17 Capital Outlay Budget—An original motion to the 2016-17 Capital Outlay Budget was introduced and amended. The amended motion was made relative to any changes to be made to the Capital Outlay Budget with the president of the university having the ability to make changes that are the lesser of \$2 million or 10% of the individual budget item.
- FF-5 Use of Bright House Networks Stadium for 2017 Florida Cup—A motion was made and unanimously passed approving the use of Bright House Networks Stadium for the 2017 Florida Cup on January 11, 12, 15, and/or 21, 2017.

NOMINATING AND GOVERNANCE COMMITTEE REPORT

William Yeargin, Chair of the Nominating and Governance Committee, reported highlights from the committee meeting held earlier in the day.

- Cole reported on the three revisions to the Bylaws of the University of Central Florida Board Trustees, as requested by the Board of Governors. The chair of the Board of Trustees may be elected to more than two terms with approval of two-thirds of the board. The board chair is required to report any board member who misses three consecutive board meetings. Also, the board minutes are to be posted to the university website within two weeks of the board meeting.
- Cole reported on the establishment of a new direct support organization, UCF Academic Health. This direct support organization will allow the College of Medicine to enter into partnerships and joint ventures with other entities. Upon the termination or dissolution of the organization, the assets would revert to the UCF Foundation.
- Yeargin reported that the committee discussed three other items relating to their annual responsibility: 1) review of the Nominating and Governance Committee charter, 2) review of the Bylaws of the UCF Board of Trustees, and 3) review of the procedure related to the presidential selection process.

STRATEGIC PLANNING COMMITTEE REPORT

Clarence Brown, Chair of the Strategic Planning Committee, reported highlights from the committee meetings held earlier in the day.

- Whittaker, Thad Seymour, Senior Advisor to the Provost for Strategic Planning, and Alan Florez, Chairman’s Representative for Strategic Planning, presented the *UCF Collective Impact Strategic Plan*.

Brown presented the following item for board approval.

- SP-1 UCF Collective Impact Strategic Plan—A motion was made and unanimously passed by the board approving the UCF Collective Impact Strategic Plan with consent to make non-material edits prior to final print publication and with any material modifications to be brought before the board for its approval.

INFORMATION

Marchena noted the following informational item.

- INFO-2 Board Committee and Direct Support Organization Assignments

CONSENT AGENDA

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

- CL-2 Amendment to University Regulations UCF-3.015 Promotion and Tenure of Tenured and Tenure-earning Faculty and UCF-3.0175 Promotion of Full-time Non-tenure-earning, Research, and Clinical Assistant and Associate Professors—Approval of the Amendments to University of Central Florida Regulations UCF-3.015 and UCF-3.0175.
- EP-1 2016 Tenure Recommendations—Approval of tenure for the recommended faculty members.
- EP-2 2016-17 UCF Work Plan—Approval of the 2016-17 UCF Work Plan.
- EP-3 Amendment to University Regulation UCF-2.032 Textbook Adoption—Approval of the amendments to University of Central Florida Regulation UCF-2.032.
- FF-6 Revision to UCF-7.130 Administration and Finance; Purchasing—Approval of the amendments to existing university regulation UCF-7.130 Administration and Finance; Purchasing.
- FF-7 Revision to UCF-7.203 Real Property Leasing—Approval of the amendments to existing university regulation UCF-7.203 Real Property Leasing.
- NG-1 Sixth Amended and Restated Bylaws of the University of Central Florida Board Trustees—Approval of the Sixth Amended and Restated Bylaws.
- NG-2 UCF Academic Health—Certify UCF Academic Health as a direct support organization of the University of Central Florida.

NEW BUSINESS

Marchena reported that Governor Rick Scott’s Degrees to Jobs Summit was well attended. Marchena expressed his appreciation to the board members who attended and spoke. He stated that Scott was an active participant at the summit and had issued a challenge to the universities to focus more on four-year graduation rates. Scott also issued a challenge to the legislature to fund the Bright Futures Scholarships during the summer terms.

ANNOUNCEMENTS AND ADJOURNMENT

Marchena announced the following upcoming meetings:

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| Board of Governors New Trustee Orientation | June 21, 2016
9:30 – 11:30 a.m.
(FAIRWINDS Alumni Center) |
| Board of Governors meeting | June 21-23, 2016
(FAIRWINDS Alumni Center) |
| Board of Trustees meeting | July 28, 2016
(Live Oak Center) |

Marchena adjourned the board meeting at 3:23 p.m.

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