



UNIVERSITY OF CENTRAL FLORIDA

**Board of Trustees
Nominating and Governance Committee
FAIRWINDS Alumni Center
March 21, 2019
9:30 a.m. – 10:00 a.m.
Call-in Number: 800-442-5794, Passcode: 463796**

REVISED AGENDA

- | | |
|---|--|
| I. CALL TO ORDER | William Yeargin
<i>Chair, Nominating and
Governance Committee</i> |
| II. ROLL CALL | Brandon Williams
<i>Administrative Services
Coordinator</i> |
| III. MEETING MINUTES | |
| • Approval of the January 24, 2019 Nominating
and Governance Committee meeting minutes | Chair Yeargin |
| IV. NEW BUSINESS | |
| • Approval of Settlement and Release Agreement
Between the UCF Board of Trustees and Dale
Whittaker (NGC-1) | Scott Cole
<i>Vice President and General
Counsel</i> |
| • Amendments to University Regulation UCF-2.009
Admission of International Students (NGC-2) | Scott Cole
Youndy Cook
<i>Deputy General Counsel</i> |
| • Nomination of Judy Duda for Honorary
Doctoral Degree of Humane Letters (NGC-3) | Jeffrey Moore
<i>Dean, College of Arts &
Humanities</i> |

- Update on Trustees training program ([INFO-1](#))

Robert Caslen
*Senior Counsel to the
President*

V. CLOSING COMMENTS

Chair Yeargin



UNIVERSITY OF CENTRAL FLORIDA

**Board of Trustees
Nominating and Governance Committee
UCF Rosen College of Hospitality Management
January 24, 2019**

MINUTES

CALL TO ORDER

Trustee William Yeargin, chair of the Nominating and Governance Committee, called the meeting to order at 10:27 a.m. Committee members John Lord, Alex Martins, Beverly Seay and John Sprouls were present. Chairman Marcos Marchena, Vice Chair Robert Garvey, and Trustees Joseph Bolona, Kenneth Bradley, and Joseph Conte were also present.

MINUTES APPROVAL

The minutes from the November 15, 2018, Nominating and Governance Committee meeting were approved as submitted.

NEW BUSINESS

UCF Athletics Association Bylaws Amendments (NGC-1)

Brad Stricklin asked the committee to approve the amendments to the bylaws of the UCF Athletics Association. The bylaws were amended to align with the bylaws of other university direct support organizations. Amendments include changing the date of a required annual meeting from July to “fourth quarter of the fiscal year or as soon thereafter as possible”; designating all members as voting members; establishing term limits of two years, however, members may serve successive terms; eliminating the finance committee and incorporating those duties into the full board duties, the audit committee remains a working committee of the Board; removing the Executive Committee as a standing committee; eliminating the Executive Vice President position, those duties are now listed in the duties of the President of the Corporation (Athletics Director); changing Miscellaneous Provision #1 to reflect required BOT oversight; and restructuring the board. The old structure included the following as members: President of UCF, BOT designee, UCF Alumni Association President, UCF Golden Knights Club President, three members of the public, and members of the administration, faculty or student body as appointed by the President. The new structure includes the following as members: President of UCF or designee, BOT designee, one or more members of the public, one other UCF employee recommended by the President, and the Student-Athlete Advisory Committee president. An executive committee was also established. Stricklin also asked the committee to approve the

appointment of board members Manoj Chopra, Phyllis Klock, and Brendan Rennie. The committee unanimously approved the revisions to the bylaws and the appointments.

Proposed University Regulation UCF-1.00 Regulation Interpretation and Application (NGC-2)

Youndy Cook asked the committee to approve proposed regulation UCF-1.00. This regulation is proposed for adoption in order to establish general guidance on the interpretation and application of all university regulations, especially in the context of university activities and operations either outside of the State of Florida or in foreign jurisdictions. The purpose of such guidance is to inform those affected by university regulations that certain aspects of a given regulation - or, depending on the circumstances, the entire regulation - may be inapplicable when in conflict with the laws or rules of different jurisdictions. The committee unanimously approved the proposed regulation.

Amendments to University Regulation UCF-3.0191 Disciplinary Actions - USPS (NGC-3)

Cook asked the committee to approve amendments to UCF-3.0191 which amends the regulation to update language concerning probationary employees and the types of disciplinary actions that may be taken. Additionally, amendments are proposed to clarify language concerning standards for disciplinary action. Standards to address misuse of confidential information and misuse of position have been incorporated into the standard on Conduct Unbecoming of a Public Employee. The committee unanimously approved the proposed amendments.

Amendments to University Regulation UCF-4.034 University Direct Support Organizations (NGC-4)

Cook asked the committee to approve amendments to UCF-4.034 which amends the regulation to incorporate new language that complies with revised Board of Governors regulation 9.011 regarding direct support organization board member appointments, guidelines for direct support organization items requiring university Board of Trustee approval, and travel expenses for direct support organization staff. The committee unanimously approved the proposed amendments.

Amendments to University Regulation UCF-5.016 Student Academic Appeals (NGC-5)

Cook asked the committee to approve amendments to UCF-5.016 which amends the regulation to clarify the timeline of the academic appeal process and opens up service on the Student Academic Appeals Committee to all full-time instructional faculty categories. Other aspects of the process were clarified, particularly a statement of burden of proof, clarification of deadlines, and distribution of the committee action. The committee unanimously approved the proposed amendments.

Amendments to University Regulation UCF-5.020 Religious Observances (NGC-6)

Cook asked the committee to approve amendments to UCF-5.020 which amends the regulation to clarify the period of time in which a student must notify their instructors of their desire to observe a holy day. The committee unanimously approved the proposed amendments.

Amendments to University Regulation UCF-7.130 Administration and Finance; Procurement Services (NGC-7)

Cook asked the committee to approve amendments to UCF-7.130 which amends the regulation to remove section (3)(i)(23). The language in section (3)(i)(12) already captures this information

and conforms with the University's procurement guidelines with the Florida Board of Governors' Regulation 18.001 on the same topic. Additional language has also been added to section (6)(a) to clarify the appropriate means for procurement of commodities or contractual services. The committee unanimously approved the proposed amendments.

The Stephen W. Hawking Center for Microgravity and Education (INFO-1)

Liz Klonoff presented to the committee information on the proposed Stephen W. Hawking Center for Microgravity and Education. Prior to his death, Stephen Hawking, Ph.D. was able to experience zero gravity in Cape Canaveral Florida. Following that experience, he granted Space Florida and UCF the right to use his name in conjunction with a not-for-profit corporation to be created to conduct research and provide education on microgravity. The corporation would be called "The Stephen W. Hawking Center for Microgravity Research and Education", or "The Hawking Center". UCF and Space Florida are negotiating terms for such an undertaking, and are communicating with the Hawking estate for potential collaborative participation. Space Florida and UCF have agreed that UCF would establish The Hawking Center as a direct support organization, with Space Florida appointing a minority of the Board and officer positions. With UCF as the majority stakeholder, The Stephen W. Hawking Center for Microgravity Research and Education will operate exclusively to hold, invest and administer property and to make expenditures to or for the benefit of the University of Central Florida. More specifically, the intended purpose of the corporation will be, in brief, to carry out leading space research enabled by a microgravity environment, attract support from and collaboration with private and public parties, and engage in educational and public outreach activities. This matter will return for Board approval at a future date to (1) incorporate "The Stephen W. Hawking Center for Microgravity and Education, Inc.", (2) register a related fictitious name "The Hawking Center", and (3) certify The Stephen W. Hawking Center for Microgravity and Education, Inc. as a direct support organization of the University of Central Florida.

The meeting adjourned at 10:58 a.m.

Reviewed by:

William Yeargin
Chair, Nominating and Governance
Committee

Date

Respectfully Submitted:

Grant J. Heston
Associate Corporate Secretary

Date

ITEM: NGC-1

**UCF BOARD OF TRUSTEES
Nominating and Governance Committee
March 21, 2019**

Title: Approval of Settlement and Release Agreement between the UCF Board of Trustees and Dale Whittaker

Background:

President Dale Whittaker's resignation was accepted by the Board of Trustees, subject to execution of a mutually agreeable settlement agreement at their meeting on February 21, 2019. The attached Settlement and Release Agreement has been accepted by Dr. Whittaker.

Issues to be Considered:

Whether to approve the attached settlement agreement.

Alternatives to Decision:

Reject or modify the proposed Settlement and Release Agreement or terminate Dr. Whittaker under the terms of his Employment Agreement.

Fiscal Impact and Source of Funding:

Six hundred thousand dollars (\$600,000), from non-state funds.

Recommended Action:

Approve the proposed Settlement and Release Agreement as written.

Authority for Board of Trustees Action:

Board of Governors regulation 1.001

Committee Chair or Chairman of the Board approval:

Committee Chair Yeargin approved the agenda and all supporting documentation.

Submitted by:

W. Scott Cole, Vice President and General Counsel

Supporting Documentation:

Attachment A: Proposed Settlement and Release Agreement for Dr. Whittaker

Attachment B: Section 9.2 Termination Without Cause from Dr. Whittaker's Employment Agreement

Attachment C: Projected 10-year Cost to Return to Faculty

Facilitators/Presenters:

N/A

Attachment A

SETTLEMENT AND RELEASE AGREEMENT

This Settlement and Release Agreement is entered by and between the University of Central Florida Board of Trustees (BOT) and A. Dale Whittaker (Whittaker) and is effective as of February 27, 2019 (Effective Date)

BACKGROUND

WHEREAS, Whittaker serves as President and tenured faculty member of the University of Central Florida (UCF) pursuant to that certain Employment Agreement between Whittaker and BOT dated July 1, 2018 (Agreement); and

WHEREAS, Whittaker is willing to tender his resignation as President and tenured faculty member to the BOT subject to the terms of this Settlement and Release Agreement; and

WHEREAS, the BOT is willing to accept Whittaker's tender of resignation subject to the terms of this Settlement and Release Agreement.

NOW THEREFORE, in consideration of the benefits to be received by each party in terminating the current employee relationship, the sufficiency of which is acknowledged, the parties agree as follows:

TERMS

1. The Agreement will terminate upon execution of this Settlement and Release Agreement and this Settlement and Release Agreement will govern the relationship of the parties from the date of execution.
2. Whittaker will resign as President and tenured faculty member effective upon the Effective Date.
3. Whittaker will be paid the sum of \$600,000 for relinquishment of his tenure at UCF.
4. Whittaker will be entitled to receive the same state and federal benefits available to all UCF employees who voluntarily terminate their employment with UCF.
5. UCF will provide legal defense and indemnify Whittaker for any costs incurred in defending any claims asserted by third parties in connection with their termination from UCF while Whittaker served as President, consistent with the provisions of Section 768.28 of the Florida Statutes.
6. Whittaker and BOT hereby now and forever release, acquit and discharge each other and their respective officers, directors, administrators, affiliates, family members, assigns, related entities, family members, present and former employees, agents, attorneys, insurers, heirs, administrators, executors, successors and assigns (hereinafter

“Released Parties”), of and from any and all claims, demands, actions, causes of action, suits, costs, attorney’s fees, damages, expenses, compensation and liability of any kind, character and description, whether for compensatory, punitive or other damages which Whittaker or BOT has or may have against the other, excluding actions for breach of the terms of this Settlement and Release Agreement.

- 7. This is the entire Settlement and Release Agreement between Whittaker and the BOT and it may not be supplemented or changed without the written consent of each party. All prior representations regarding this agreement, whether oral or written, are disclaimed by all parties unless expressly incorporated in this agreement. This agreement may be executed in one or more counterparts, all of which shall be considered one and the same agreement and shall become effective when one or more counterparts have been signed by each of the parties and delivered to the other party, it being understood that all parties need not sign the same counterpart.
- 8. This agreement shall be governed in all respects, including validity, interpretation and effect, by the internal laws of the State of Florida. Venue for any action arising hereunder shall be in Circuit Court in Orange County Florida.
- 9. This Settlement and Release Agreement shall not be effective until approval by the BOT and Signature by Whittaker and the Chairman of the BOT.

IN WITNESS WHEREOF, the undersigned parties execute this agreement effective as of Effective Date.

University of Central Florida Board of Trustees

By: _____
Robert Garvey
Chairman

Dale Whittaker

Date: _____

Date: _____

Attachment B

including but not limited to, acts of dishonesty, misrepresentation, fraud, or violence that may or may not rise to a level warranting criminal prosecution by the relevant authorities.

In the event the Board determines there are grounds to terminate Dr. Whittaker for cause pursuant to sub-paragraphs B through G, the Board may terminate Dr. Whittaker's employment in any capacity with UCF, and Dr. Whittaker shall no longer be entitled to receive any compensation under this agreement and shall forfeit any additional compensation accrued but not earned pursuant to paragraph 8.5. The Board may suspend Dr. Whittaker for a period not to exceed ninety (90) days for any one or more of the acts or omissions representing grounds for termination for cause under this sub-paragraph without waiving the right of termination. During a period of suspension under this sub-paragraph, Dr. Whittaker shall only be entitled to receive the base salary provided by section 4.1. If the Board terminates Dr. Whittaker's employment for Cause pursuant to sub-paragraph A, Dr. Whittaker may continue to be employed by UCF as a full professor with the compensation described in paragraph 9.3

Section 9.2 Termination Without Cause. The University may terminate this agreement without cause at any time for the convenience of the University upon thirty (30) days prior written notice to Dr. Whittaker. In that event, Dr. Whittaker shall be entitled to receive a lump sum payment equal to twenty weeks of base salary or return to faculty at a salary of 85% of base salary. Dr. Whittaker's death or permanent disability as defined in Section 9.4, shall not constitute termination without cause.

Section 9.3 Resignation as President. In the event Dr. Whittaker resigns his employment as President of the University in a timely manner that is acceptable to the Board, and elects to return to the tenured faculty in a teaching, research or service role, Dr. Whittaker shall be paid 85 % of his base salary and shall have the option of spending the first academic year (two semesters) immediately following his resignation on sabbatical, to prepare for his return to faculty, providing that such sabbatical is subject to the terms and conditions of the University's sabbatical program, including, without limitation, Dr. Whittaker's agreement to repay the University any salary he receives while on sabbatical if he does not return to the University for at least two consecutive semesters (excluding summers) immediately following participation in the sabbatical program. No other benefits or compensation referenced in this Agreement shall continue. However, Dr. Whittaker shall be eligible for any incentive compensation awards heretofore granted in accordance with Section 4.3.

Section 9.4 Death/Permanent Disability. In the event Dr. Whittaker is unable to complete the term of this Agreement due to death or permanent disability as defined in section 409A of the Internal Revenue Code, (he/she) or his estate shall be entitled to receive an amount equal to one year of base salary (Section 4.1) due under the Agreement. In the case of disability, the one year period shall be calculated beginning with the initial date of disability, and payable on a bi-weekly basis. In the case of death, the payment shall be made within thirty (30) days of due notice by the proper estate authority.

In the event of Dr. Whittaker's death during his service as President, his spouse

Attachment C

Projected 10-year Cost to Return to Faculty

Dale Whittaker Projected Salary

Facts & Assumptions

Current Base Salary = \$506,000
 Estimated Fringe Rate = 28%

Total Salary Burden = \$647,680

Per Dr. Whittaker's existing agreement, he would return to faculty at 85% of current base salary, plus fringe benefits.

Total Salary Burden = \$550,528 (Adjusted at 85%)

Year	Discount Rate						
	0%	5%	6%	7%	8%	9%	10%
1	550,528	524,312	519,366	514,512	509,748	505,072	500,480
2	550,528	499,345	489,968	480,852	471,989	463,368	454,982
3	550,528	475,567	462,234	449,395	437,027	425,109	413,620
4	550,528	452,921	436,070	419,995	404,655	390,008	376,018
5	550,528	431,353	411,387	392,519	374,680	357,805	341,835
6	550,528	410,812	388,101	366,840	346,926	328,262	310,759
7	550,528	391,250	366,133	342,841	321,228	301,158	282,508
8	550,528	372,619	345,408	320,412	297,433	276,291	256,825
9	550,528	354,875	325,857	299,451	275,401	253,478	233,478
10	550,528	337,976	307,412	279,861	255,001	232,549	212,252
	\$ 5,505,280	\$ 4,251,031	\$ 4,051,934	\$ 3,866,678	\$ 3,694,088	\$ 3,533,100	\$ 3,382,756

ITEM: NGC-2

**UCF BOARD OF TRUSTEES
Nominating and Governance Committee
March 21, 2019**

Title: Amendments to University Regulation UCF-2.009 Admission of International Students

Background:

Florida Board of Governors Regulation 1.001 provides that “Each Board of Trustees is authorized to promulgate university regulations in accordance with the Regulation Development Procedure adopted by the Board of Governors.” Florida Board of Governors Regulation 6.009 requires that each Board of Trustees adopt regulation(s) addressing the admission of international students, including the chosen methods of the university to assess English language proficiency of any international student for whom English is not the student’s first language.

Issues to be Considered:

The University proposes to amend Regulation UCF-2.009 to update the proficiency test that is used for graduate students who are non-native speakers of English in order for the students to teach. A specified level of proficiency is also added where the UCF English Language Institute measures English language proficiency.

This regulation was posted online February 20, 2019 for public comment. No comments were received as of the date of submission of these materials.

Alternatives to Decision:

Do not amend University Regulation UCF-2.009 as proposed.

Fiscal Impact and Source of Funding:

N/A

Recommended Action:

Approve amendments to University of Central Florida Regulation UCF-2.009 Admission of International Students.

Authority for Board of Trustees Action:

Board of Governors regulations 1.001 and 6.009

Committee Chair or Chairman of the Board approval:

Committee Chair Bill Yeargin approved.

Submitted by:

Scott Cole, Vice President and General Counsel

Supporting Documentation:

Attachment A: Proposed Amended Regulation UCF-2.009 (redline)

Facilitators/Presenters:

Youndy Cook, Deputy General Counsel

Attachment A

UCF-2.009 Admission of International Students.

Admission of international students to UCF is governed by the university admission regulations, Florida Board of Governors Regulation 6.009 and the following:

(1) Eligible international students may be accepted at the appropriate level subject to space and fiscal limitations. International applicants can only be admitted in a status that is appropriate for the visa category designated on the application.

(2) In addition to University admission requirements, international students must meet the following requirements as a minimum:

(a) The applicant shall be academically eligible for further study in his/her own country.

(b) An applicant whose native language is other than English shall show proficiency in written and spoken English by:

1. proving they are from a country where English is the only official language; or
2. establishing that a prior bachelor's, master's or doctoral degree was earned from a regionally accredited college or university in the United States; or
3. establishing that a prior bachelor's, master's or doctoral degree was earned from a country where English is the only official language, or a university at which English is the only official language of instruction; or
4. submitting a qualifying score on the Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS). Qualifying scores for graduate applicants are: a TOEFL computer-based score of 220; a TOEFL internet-based score of 80 (or equivalent score on the paper-based test); or an IELTS score of 6.5. Specific programs may establish higher scores for qualification, and such information will be included in the Graduate Catalog and program website information for that specific program. Qualifying scores for undergraduate applicants are: a TOEFL computer-based score of 220, a TOEFL internet-based score of 80, a TOEFL paper-based score of 550, or an IELTS score of 6.5; or

5. completion of the English Language Institute's (ELI) level 48 or higher with a grade of a "B" or better; or
 6. completion of EAP 2851 with a grade of a "C" or better or placement into ENC 1101; or
 7. an onsite assessment by UCF ELI faculty qualified to administer English proficiency assessment and determining that the student is English proficient at the university level.
- (c) Students who are non-native speakers of English (and do not have a degree from a U.S. institution) must pass the SPEAK—Versant English Speaking exam administered by the UCF English Language Institute before they will be permitted to teach as a Graduate Teaching Associate or Graduate Teaching Assistant.
- (d) The graduate applicant shall have an overall GPA of at least 3.0 on a 4 point scale or equivalent.
- (e) The applicant shall furnish a detailed statement showing specific sources of a satisfactory level of financial support and the amount expected from each source.
- (f) The applicant shall submit a health examination form to the University physician indicating his fitness, mentally and physically to pursue a college level study program. In addition, all international students on an F or a J visa must submit proof of health insurance that complies with the requirements of BOG Regulation 6.009.
- (g) International student applications, undergraduate and graduate, along with all other records required for admission must be received by the program or university international application deadline, whichever is earliest, or the deadline must be waived by the university.

Authority: BOG Regulations 1.001 and 6.009. History—New 10-8-75, Amended 7-14-80, Formerly 6C7-2.09, Amended 3-16-03, Formerly 6C7-2.009, Amended 6-11-09, 12-19-16, _____-19.

ITEM: NGC-3

**UCF BOARD OF TRUSTEES
Nominating and Governance Committee
March 21, 2019**

Title: Nomination of Judy Duda for Honorary Doctoral Degree of Humane Letters

Background:

Since 1970, UCF has bestowed 85 honorary degrees to individuals who have made significant academic, cultural and scientific contributions to society.

Issues to be Considered:

Nomination of Judy Duda for Honorary Doctoral Degree of Humane Letters.

Alternatives to Decision:

Deny recommendation.

Fiscal Impact and Source of Funding:

None

Recommended Action:

Approve honorary doctorate nomination for consideration by full Board.

Authority for Board of Trustees Action:

UCF Regulation UCF-2.010(3); UCF Nominating and Governance Committee Charter Section 1.4: recommend candidates for designation as Honorary Doctor for consideration by the full board.

Committee Chair or Chairman of the Board approval:

Committee Chair Bill Yeargin approved.

Submitted by:

Tom Hope, Associate Vice President and Deputy Chief of Staff, on behalf of Thad Seymour, Interim President

Supporting Documentation:

Attachment A: Letter of Recommendation from Dean Jeffery Moore
Attachments B, C and D: support/background documents
Attachment E: President's Endorsement

Facilitators/Presenters:

Dean Jeffrey Moore

Attachment A



UNIVERSITY OF CENTRAL FLORIDA

College of Arts & Humanities
12421 Aquarius Agora Dr.
Orlando, FL 32816

February 18, 2019

Board of Trustees
University of Central Florida
4000 Central Florida Blvd
Orlando, FL 32816

Dear Board of Trustees,

I am both delighted and honored to write this letter of nomination and support for Mrs. Judy Duda to receive the Honorary Doctoral Degree of Humane Letters from the University of Central Florida. I feel qualified to offer this recommendation, since I have known Judy several years and have had the opportunity to work with her on numerous activities.

Judy Duda is an outstanding human being who leads by example. Guided by her faith in God and her Christian values, she has given generously of her time and talent to enhance the quality of life in our community. It goes without saying that her unselfish commitment is making a difference. Heavily involved in education, the visual and performing arts, history and other endeavors, Judy Duda has created a path for all of us to follow.

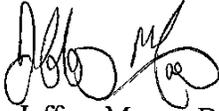
As Dean of the College of Arts and Humanities, I have long valued our College's relationship with this multi-faceted and dynamic individual. I consider myself to be extremely blessed to have Judy as the Chair of the Dean's Executive Council. As Chair, she consistently encourages others to support our programs through philanthropy, commitment and membership. Her influential strategic advice and her business savvy have been instrumental in supporting our faculty, students, and alumni. As founder of the Saint Luke's Lutheran Church's Concert Series, Judy is solely responsible for a twenty-five year continuous partnership between Saint Luke and UCF's Symphony Orchestra. Thanks to her indefatigable efforts and energy, our students have had the opportunity to perform to the best of their abilities and many of them have gone on to distinguish themselves as educators and professionals.

Judy is ageless and untiring as she continues to serve on charitable boards, committees, archival photography, historical records, documentaries, and as a member of the Board of Regents, of

her Alma Matter, Concordia University. I once asked Judy where did she get her energy and her reply was a simple one, "From God."

Lastly, I must comment on Judy Duda, the consummate leader and team player. She is courteous, polite and humorous. She possesses a magnetic personality and has been the recipient of prestigious awards and diverse accolades and yet, on the other hand, she shuns the limelight and is humble to a fault. Judy is a human being for all seasons and for all people. What she means to our university, her church and the community cannot be measured even by the most sophisticated computer. Judy Duda has clearly earned this recognition.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jeffrey Moore', with a stylized flourish at the end.

Jeffrey Moore, Dean
College of Arts & Humanities
University of Central Florida



Judith M. Duda

Judith (Judy) Duda was born in Chicago, but has lived in Central Florida since 1958, when she arrived here to serve as a teacher at St. Luke's Lutheran School.

Educated at Concordia University, Chicago and Rollins College, Ms. Duda served in several teaching and music director positions in private schools between 1958-1979, while raising her family of four children, and has served as an organist and choir director for St. Luke's Lutheran Church/Oviedo, FL for many years.

Her interests in education, music and the arts and social ministry are reflected in the volunteer leadership roles she has filled as a member of the Board of Regents (Concordia University, Nebraska); as Chair of the Dean's Executive Council: Colleges of Arts & Humanities/University of Central FL; as former Vice-President of the Board of Trustees: WMFE, the Central Florida NPR/PBS affiliate; as Trustee of the statewide Florida Historical Society; President's Council: Concordia University, Chicago; Vice-President: Christian Service Center, Orlando; Vice-President: Lutheran Services Florida (statewide social ministry); President: Lutheran Counseling Services, Central Florida; Executive Committee: Albin Polasek Foundation; President: Carroll Mc Kenney Foundation; Trustee, United Arts of Central Florida and service to other entities.

Over the course of more than 45 years of volunteer service, she has chaired Capital Campaigns, Executive Searches and organized many special events on behalf of various community endeavors. In recognition of her effective service and leadership, she was honored with a Lifetime Achievement Award by Concordia University in 2016.

Judy is the Founder and Executive Director of the St. Luke's Concert Series, now celebrating its 25th season. She received the Seminole County Hearts for the Arts award in 2008 and has also received numerous personal tributes from performing groups and composers featured in St. Luke's Concert Series productions and by local media.

Since 1994, she has formed important collaborations with several local performing ensembles (some still in their *own* infancies) and maintained them, with very beneficial outcomes for the Concert Series, for the participants, and, above all, for the *community!!*

St. Luke's Concert Series offers *free admission to all* for 14 public performances each season, with annual attendance exceeding 10,000.

Its first "partner" was the UCF Symphony Orchestra, which performed its inaugural concert at St. Luke's in April, 1995, providing the university's music students and faculty performers with a much-needed venue. Since then, the Orchestra has logged more than 40 additional performances at St. Luke's, with cumulative audiences of well over 30,000 members of neighboring communities, who have been afforded the opportunity to experience the fine product of music education at UCF.

Other local ensembles that have benefited, similarly, from collaborations with the Concert Series are the Orlando Philharmonic Orchestra, the Orlando Concert Band and the Brass Band of Central Florida.

At present, Judy Duda also serves as Archivist for St. Luke's Lutheran Church & School and served, in past years, as historian for the Duda Family Council.

In that capacity, she has compiled and written meta data for a large digital collection of almost 2,000 historic images. This entire collection was shared with and is currently accessible on UCF's CentralFloridaMemory.org website, on which St. Luke's Lutheran Church and School is credited as a Partner with CFM.

She recently co-authored (with Dr. Paul Wehr, professor emeritus and Alicia Duffy, Visiting Professor, UCF) Like a Mustard Seed: A Century of Faith (2016)... a book encompassing 100+ years of local history, containing 1,000 of those images.

In 2015, she served as contributor and narrator for a TV documentary about Andrew Duda and the Slovak diaspora in Central FL, which was aired numerous times on "national TV" in Europe in 2015.

Her research and archival collections have also borne fruit in the production of several videos, the creation of large permanent wall displays at St. Luke's and via presentations she has made to local historical societies.

The highest priority in her life, however, is "family," which includes her wonderful husband, Col. Howard (Bud) Weber, her two sons, two daughters and their beloved spouses, nine "perfect" grandchildren and two extraordinary great-grandchildren.

Contact info:

JUDY DUDA

Church office: 407/365-3408 - Ext 3508

(Preferred) Cell: 407/760-8536 (voice or text) ~ Home: 407/365-3616

email: judyduda1@bellsouth.net



Attachment B

OVIEDO-WINTER SPRINGS

Oviedo • Tuskawilla • Winter Springs • Chuluota

Life™

November/December 2013
Vol. 12 • Issue 6

**MEET
ST. LUKE'S**

Judy Duda

CELEBRATING 20 YEARS OF BRINGING
CLASSICAL MUSIC TO OVIEDO

OVIEDO VETERANS TRIBUTE TO HONOR
HEROES PAST, PRESENT, AND FUTURE



As St. Luke's Lutheran Church celebrates the 20th anniversary of its iconic concert series, we honor the irrepressible inspiration behind Oviedo's connection to classical music, Judy Duda.

1993 was a happening year in the Central Florida music scene. The Orlando Philharmonic Orchestra was deep into its inaugural season, the Seminole Cultural Arts Council was about to be born, and a few hundred members of St. Luke's Lutheran Church had just sat down for a humble, free concert inside the church's new and glorious sanctuary. Eventually, these three musical parts would join with many others in perfect harmony to make Oviedo – somewhat ironically and unexpectedly – the epicenter of classical music in Seminole County.

Today, 20 years later, the St. Luke's Concert Series is one of the largest and most well-reviewed and well-respected classical music exhibitions in Central Florida. It's taken a cast of thousands to turn the Concert Series into a self-sustaining success, but none of it would have happened without Judy Duda, the program's mainstay and maestro.

"We dedicated the new sanctuary at St. Luke's on November 20, 1993," remembers Judy, who first came to St. Luke's in 1958 as a teacher at the church's then-brand-new Lutheran school. "As was tradition, we hosted a fabulous organ concert to introduce members to the sanctuary's incredible new pipe organ. After the concert, we just thought it would be wonderful to host more concerts in here."

It wasn't quite that easy, but in retrospect the early battles Judy fought to bring classical music to the church's sacred hall were as entertaining as the

performances themselves.

"There was a lot of concern about showcasing secular music – even classical secular music – in the sanctuary," Judy says.

Discussions among church elders were serious and occasionally tense. It was finally decided that classical music could be permitted if, and only if, the composer featured was Johann Sebastian Bach (a devout Lutheran).

"It was an opening, at least," Judy says with a laugh. "Next, we had to find a performance group who needed us as much as we needed them."

Judy didn't have to look far. The on-campus performance venue for the UCF Symphony Orchestra was, at the time, far less spectacular than the talent showcased inside. The UCF Symphony jumped at the chance to perform for a large crowd inside the new and acoustically superior St. Luke's sanctuary. Judy also helped form the Lutheran Cantata Choir, and performances by the two groups made up the very first St. Luke's Concert Series season.

From the beginning, Judy was committed to making the concerts free for all attendees, a gift of music from the church to the community. She also refused to burden the church with any financial responsibility. That meant the concerts had to be self-funded, which in the early days, simply meant Judy covered the cost herself.

"I made up simple flyers and copied them using the big Xerox machines at



Who says classical music can't be fun? After a recent space-themed concert by the Brass Band of Central Florida, two Stormtroopers embrace Judy Duda.

the Duda & Sons office," says Judy, who married into the Oviedo founding family in 1959. "I typed the programs on my typewriter and cooked the pre-show meal for the performers in my own kitchen. Whatever the costs were, I just wrote a check. We never asked or expected anyone to contribute to the concerts."

A few shows into the series, however, a funny thing began to happen. Crowds in the early days numbered a few hundred, almost exclusively St. Luke's members. To manage the small gathering, Judy enrolled the help of two or three gentlemen living at the adjacent Lutheran Haven retirement home to greet concertgoers at the door and hand out programs. After the shows, the elderly ushers would bring Judy a handful of \$5 and \$10 bills, tokens of appreciation from the audience. As the concerts grew in size and popularity (and diversity of composers), more patrons asked about ways to support the series. Judy eventually set up a mechanism for supporters to make donations, and she suddenly had the means to book other acts and market the concerts more broadly.

The series got another boost in the early 2000s. Mary Lou Andrews, the former mayor of Oviedo, had become a regular at the St. Luke's concerts, and as a board member of the Seminole Cultural Arts Council (SCAC), Mary Lou encouraged Judy to apply for the Council's various grant programs. Judy would eventually receive Seminole County's first "HeART for the Arts" award, and in lieu of a commemorative gift, Judy requested a modest line item in SCAC's annual budget to support the St. Luke's Concert Series.

The annual commitment and the growing support from concertgoers allowed Judy to partner with the Orlando Philharmonic Orchestra and add the group to the Concert Series program every season. A performance of the Orlando Phil will cost music lovers a pretty penny at the Bob Carr downtown, but it's still free at St. Luke's.

Audiences grew and now average more than 1,000 for every St. Luke's show. There are 11 concerts scheduled for the 2013-2014 season, including the immensely popular holiday concerts by the Brass Band of Central Florida on December 6 and 7.



"One of our main goals was to share God's wondrous gift of music with the community, and I think we're accomplishing that goal," says Judy, who now manages a corps of 20-30 volunteers at each show, including a full audio/video team and a licensed healthcare provider on site at each performance in case the need arises.



Some of Judy's favorite concerts include a mid-2000s performance by violinist Aiman Mussakhajayeva from Kazakhstan. A friend of UCF violin professor Ayako Yonetani, Aiman arrived in Oviedo carrying her \$4 million Stradivarius violin and full diplomatic credentials from Kazakhstan. She and Ayako teamed for a performance of the daunting "Bach Double," considered one of the most intricate and difficult concertos ever written for two violins.

Another highlight is more recent, the performance of Beethoven's Ninth Symphony during last year's series. The UCF Symphony Orchestra joined with a 95-member chorus to perform the symphony. "When they did Beethoven's *Ode to Joy*, everyone was weeping," Judy recalls with excitement.

"It's been an incredible experience during these last 20 years," says Judy, who has never taken a dime of concert proceeds for her efforts. "I can't wait to see what the next 20 years bring."

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Attachment 5

Orlando Arts Magazine

Season Preview 2018-2019



SEPTEMBER/OCTOBER 2018

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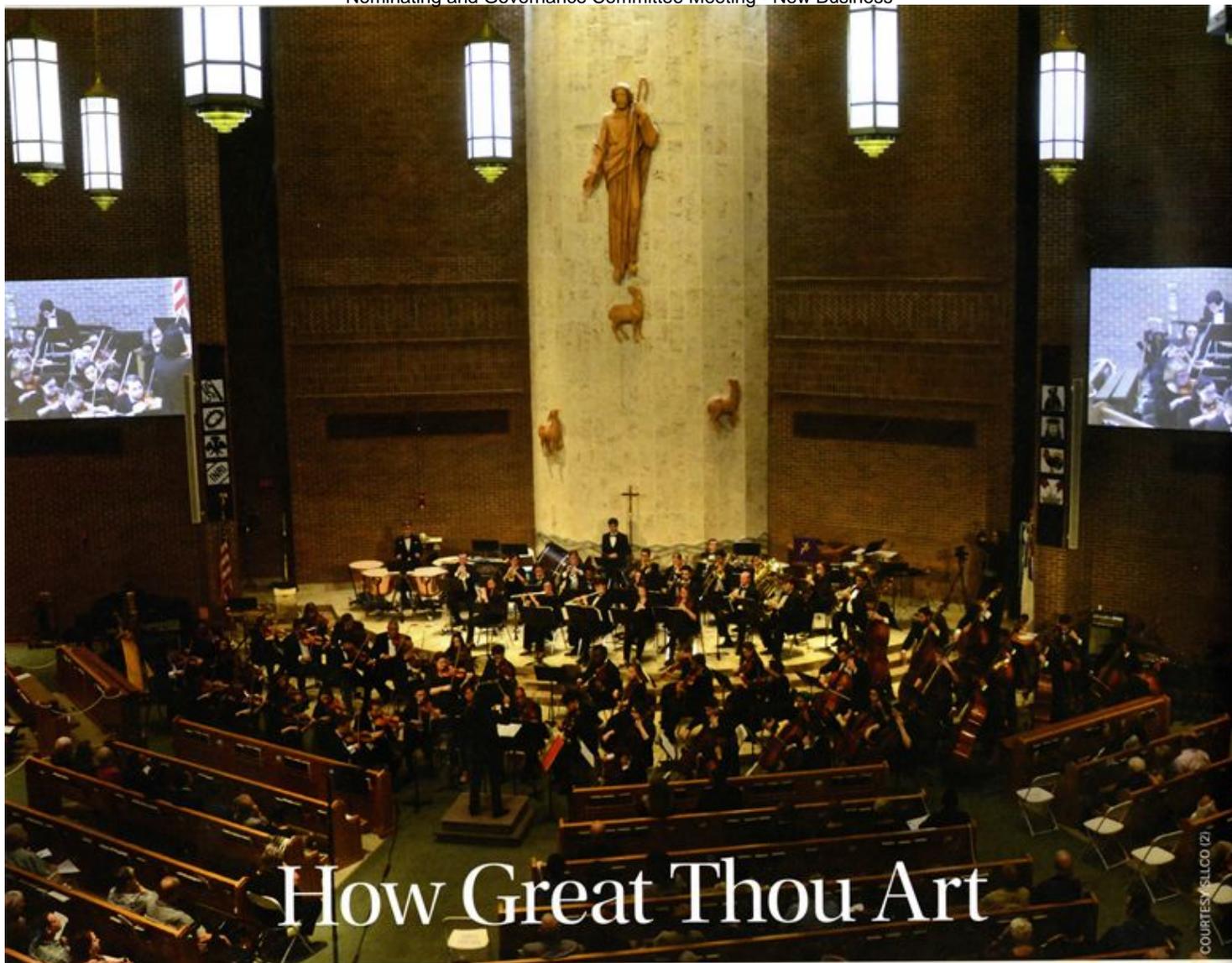
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How Great Thou Art

In 1993, members of the congregation of St. Luke's Lutheran Church in Oviedo got their first look at their spacious new sanctuary. The first thing they noticed was how big it was.

"The next thing we noticed was how great the acoustics were," says Judy Duda.

They decided to "share God's gift of music," as she puts it, by offering a free concert series in the sanctuary. Duda, who came to St. Luke's in 1958 as a 20-year-old teacher whose first classroom held 39 students ranging from first to third graders, was elected to lead the way.

"My strategy was: Find someone who needs you as much as you need them."

She and her team started tracking down groups in need of a venue and began spreading the word about the free concerts.



"At first, getting an audience of 400 people was major cause for celebration," she says.

These days, the 25-year-old series consists of 14 free public performances per season and draws 12,000 listeners annually. The UCF Symphony Orchestra, the Lutheran Cantata Choir, the Orlando Philharmonic Orchestra, the Orlando Concert Band and the Brass Band of Central Florida are the primary performing troupes. A hundred volunteers usher and prepare catered meals for performers. All of which, after this season, will have to go on without their tireless executive director. You get the impression she'd stick around if she could. She's only

81. But her husband has been hinting for a while now that it would be nice to see a little more of her.

The series kicks off the concert season Sept. 15 with the Brass Band of Central Florida. stlukes-oviedo.org

November/December 2013
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HAVE AN IDEA FOR A STORY?

Contact us at 407-365-1551, 407-324-2644, or email mary@OWSLife.com



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Attachment D

from the publisher



JUDY DUDA IS AN IRREFUTABLE GIFT TO OUR COMMUNITY

Although I learned of the St. Luke's Concert Series more than five years ago, I hadn't attended a single performance until last year when I went to a post-concert reception for the series' sponsors to take some photos for Oviedo-Winter Springs Life. I'm so glad I did! It was a truly amazing experience - a delight to the senses - and I highly recommend that you do your best to attend one of this year's anniversary concerts. - Mary Pando

I am so pleased to share our cover story with you this issue. It is not only because of my fondness for Judy, but also because of what she's given to our community. If you have never personally met Judy Duda, let me first share my impression of this high-octane septuagenarian with the energy, quick wit, and spunk of a college kid.

Judy is the founder of the remarkable St. Luke's Concert Series, now celebrating 20 years in our community, but her bio is still being written.

There's an infectious spirit in Judy that inspires us to excel in our own lives. She continues to serve on charitable boards, executive committees, and councils such as WMFE, University of Central Florida, Albin Polasek Foundation, Lutheran Services of Florida, Concordia Foundation, and St. Luke's Lutheran Church. It's no wonder she was presented with the inaugural "HeART for the Arts" award by the Seminole Cultural Arts Council in 2008.

Judy's penchant for archiving was put to the test last year during the St. Luke's centennial, when she created a digital collection of images and metadata to produce four videos as well as permanent, museum-quality displays for the celebration. For the past two years she's been working on a 200-page digital compilation of archival photos and historical narrative of the Slavia community in Oviedo entitled *Like a Mustard Seed - A Century of Faith*. Soon to be published, this work will share the rich history of the founding families of Slavia, St. Luke's Lutheran Church and School, and the Lutheran Haven. Judy is currently narrating a documentary to include this history and the Duda family's legacy to be broadcast in Slovakia.

Judy's roots in our community go back more than 55 years when she began to make her mark as one of only three teachers at St. Luke's school. Today, she is an important part of cultivating the iconic Duda family name in our community. Make it a point to experience the St. Luke's Concert Series this year, and you'll see why it is celebrating two decades of fine, cultural entertainment.

- Mary Pando



Attachment E

UNIVERSITY OF CENTRAL FLORIDA

Office of the President

P.O. Box 160002
Orlando, FL 32816-0002

March 5, 2019

Mr. William Yeargin, Chair
Nominating and Governance Committee
UCF Board of Trustees
University of Central Florida
Orlando, FL 32816

Dear Chair Yeargin:

I endorse the nomination made by Dean Jeffrey Moore for Judy Duda to be awarded an Honorary Doctoral Degree of Humane Letters from UCF.

The many contributions Mrs. Duda has made in the areas of education, the visual and performing arts and history, to name a few, have made Central Florida and our state a richer place. I believe her to be eminently qualified for this distinction.

Sincerely,

A handwritten signature in blue ink, appearing to read "Thad Seymour, Jr.", is written over the typed name and title.

Thad Seymour, Jr.
Interim President

ITEM: INFO-1

UCF BOARD OF TRUSTEES
Nominating and Governance Committee
March 21, 2019

Title: Update on Trustee Training Program

Background:

In response to the recent investigations into the misuse of funds, one of the responsibilities of General Caslen is to implement education and culture training programs for various groups, including the Board of Trustees. He will share with the committee the overall objectives of the training programs, the proposed timeline, and who is directing the process.

Issues to be Considered:

N/A

Alternatives to Decision:

N/A

Fiscal Impact and Source of Funding:

N/A

Recommended Action:

N/A

Authority for Board of Trustees Action:

N/A

Committee Chair or Chairman of the Board approval:

Committee Chair Bill Yeargin approved.

Submitted by:

Robert Caslen, Interim Chief Financial Officer

Supporting Documentation:

Attachment A: Board of Trustees Draft Training Plan

Facilitators/Presenters:

N/A

3/15/2019

Attachment A

Board of Trustees Draft Training Plan

1. University-wide Staff and Faculty Culture Assessment
 - a. Review of Staff and Faculty Culture Assessment Survey Results
 - b. Discussion on desired culture and values defining this culture
2. UCF Topics
 - a. UCF Budget Process
 - b. BOT Statute, Regulations, Policies, and Procedures
 - c. Board Operating Procedures #1 – General
 - d. Board Operating Procedures #2 – Finance
 - e. Annual Board and Committee Planning Calendar
3. BOG Modules
 - a. Statute and Regulation Authority
 - b. State University System Money Tutorial #1
 - c. State University System Money Tutorial #2
 - d. Glossary and Definitions
4. AGB Modules
 - a. TBD
5. Other
 - a. In-meeting and dial-in conference call protocols
 - b. Other

3/15/2019

Discussion Points

- 1) Agenda
- 2) How long?
 - a. Full day
 - b. Two days
 - c. Half day
- 3) One time, or annually?
 - a. If annually, should we provide updates?
 - i. Will need to identify time on calendar
 - b. Or annually to new Trustees only?
- 4) Timeline. Next Board meeting is May. Can we do this ICW the board meeting? Should we do one separate?
 - a. Recommendation is May after Spring Commencement exercises
- 5) Education or Team building?
 - a. Note: If “team building”, we can go for two days. Typical agenda would be:
 - i. Day 1
 1. AM: Instruction
 2. PM: Visit to various UCF highlights (similar to agenda for President search)
 3. Dinner: Off site
 - ii. Day 2
 1. AM: Instruction
 2. PM: Additional UCF visits
- 6) Location?
 - a. On one of UCF campus’?
 - b. Off-site?
- 7) Other