



UNIVERSITY OF CENTRAL FLORIDA

**Board of Trustees  
Nominating and Governance Committee  
May 16, 2019  
8:25 a.m. (Or upon adjournment of previous meeting)  
FAIRWINDS Alumni Center  
Call-in Number: 800-442-5794, Passcode: 463796**

**Agenda**

**I. CALL TO ORDER**

William Yeargin  
*Chair, Nominating and  
Governance Committee*

**II. ROLL CALL**

Tanya Perry  
*Coordinator, Legal Affairs*

**III. NEW BUSINESS**

- Waiver of deadline for Developing Nominations for Board of Trustees ([NGC-1](#)) Scott Cole  
*Vice President and General Counsel*

**IV. CLOSING COMMENTS**

Chair Yeargin

**ITEM: NGC-1**

**UCF BOARD OF TRUSTEES  
Nominating and Governance Committee  
May 16, 2019**

**Title:** Waiver of deadline for Developing Nominations for Board of Trustees

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**Background:**

The Nomination Process for Chair and Vice Chair states “The Committee will meet when necessary, no later than May 31, for the purpose of developing nominations for the positions of chair and vice chair of the Board.”

The committee met on May 1, 2019 to discuss the chair and vice chair nominations. At the request of Chairman Garvy, the committee agreed to postpone the discussion until a later date in May. Due to travel and scheduling conflicts, the committee is unable to assemble a quorum prior to the May 31 deadline.

**Issues to be Considered:**

Waiving the May 31<sup>st</sup> deadline so that a quorum may be assembled to developing nominations.

**Alternatives to Decision:**

N/A

**Fiscal Impact and Source of Funding:**

None

**Recommended Action:**

Waive the May 31<sup>st</sup> deadline as stated in the Nomination Process policy and allow the committee to hold its meeting in June, 2019.

**Authority for Board of Trustees Action:**

Section 7.7, UCF Board of Trustees Bylaws

**Committee Chair or Chairman of the Board approval:**

Chair Robert Garvy approved.

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**Submitted by:**

Scott Cole, Vice President and General Counsel

**Supporting Documentation:**

Attachment A: Nomination Process for Chair and Vice Chair

**Facilitators/Presenters:**

N/A

Attachment A

Nomination Process for Chair and Vice Chair

The following process shall govern the annual election of the chair and vice chair of the UCF Board of Trustees (“Board”), as provided for in Section 4.2 of the bylaws.

Process

The Committee will meet when necessary, no later than May 31, for the purpose of developing nominations for the positions of chair and vice chair of the Board. This meeting will be called by the Committee chair.

The Committee chair shall notify the Board no later than April 1 that nominations for the positions of chair and vice chair of the Board must be submitted in writing – either by email or hardcopy—to the Committee chair, or the chair’s designee, no later than April 30 at 5:00 p.m. No nominations will be accepted by the Committee chair after that time.

The Committee chair will develop a list of the written nominations that were submitted by the members of the Board and share that list with Committee members at least 10 days prior to the meeting for nominations in May.

At the May meeting for nominations, the members of the Committee who are not candidates for chair or vice chair will prepare a slate of candidates from nominations received and submit that slate, along with supporting information about each nominee, to the Board for action at its first meeting after July 1 of that year. The supporting information shall include the term of each candidate with the goal of providing continuity between the service of the chair and vice chair.

Any member of the Committee who has been nominated for the position of chair or vice chair of the Board shall abstain from voting on the nominees at the May nomination meeting of the Committee unless such member declines the nomination.