



UNIVERSITY OF CENTRAL FLORIDA

**Board of Trustees
Governance Committee Meeting
April 16, 2025
FAIRWINDS Alumni Center**

MINUTES

CALL TO ORDER

Trustee Rick Cardenas, Chair of the Governance Committee, called the meeting to order at 3:15 p.m. Committee members Bill Christy, Stephen King, Thomas McNamara, John Miklos, and Chair Alex Martins (ex officio) were in attendance.

Other trustees in attendance included Tiffany Altizer, Jeff Condello, Bryce Lister, and Tony Massey.

MINUTES

The minutes of the December 5, 2024, and the February 26, 2025, Governance Committee meetings were approved as submitted.

ACTION

At Chair Cardena's request, Youndy Cook, Vice President and General Counsel, confirmed there were no disclosures of a conflict of interest from the Trustees.

GOVC-1 Review and Endorse BOG Statement of Free Expression

Youndy Cook, Vice President and General Counsel presented the Board of Governors Statement of Free Expression. This is required to be reviewed annually by each university board of trustees.

Trustee Christy moved to recommend approval of GOVC-1 as presented, and Trustee Miklos seconded. The motion was approved unanimously.

GOVC-2 Board Self-Assessment Survey

Michael Kilbride, Executive Chief of Staff, presented the proposed Board Self-Assessment Survey. The survey is assessed every two years and has not changed from prior years. Results will be shared with the board during the Spring retreat.

Trustee Miklos moved to recommend approval of GOVC-2, and Trustee Christy seconded. The motion was approved unanimously.

GOVC-3 Memorandum of Understanding Between the University of Central Florida Board of Trustees and the United Faculty of Florida (UFF)

Charles Reilly, Associate Provost, Contract Compliance and Administrator Support, presented the proposed memorandum of understanding between the University of Central Florida Board of Trustees and the United Faculty of Florida (UFF). This MOU corrects an inadvertent mistake in the language of

Article 10 and replaces it with the correct language. The union has agreed to approve the MOU and correct the language in the CBA.

Trustee Miklos moved to recommend approval of GOVC-3 and Trustee Christy seconded. The motion was approved unanimously.

GOVC-4 Amendments to University Regulation UCF-2.029 Patents, Trademarks, and Trade Secrets and UCF-2.033 Copyrights and Works

Sandra Sovinski, Deputy General Counsel, presented the proposed amendments to University Regulations UCF-2.029 Patents, Trademarks, and Trade Secrets and UCF-2.033 Copyrights and Works. The proposed amendments are to conform to the recently approved 2024-2027 Collective Bargaining Agreement ratified December 5, 2024.

No public comments were received on the proposed amendments to this regulation.

Trustee Miklos moved to recommend approval of GOVC-4 and Trustee Christy seconded. The motion was approved unanimously.

GOVC-5 Amendments to University Regulation UCF-3.0177 Promotion of Non-tenure-earning Instructional Designers

Cook presented the proposed amendments to University Regulation UCF-3.0177 Promotion of Non-tenure-earning Instructional Designers. The current regulation outlines the promotion criteria and process for Instructional Designers and the Dean of Libraries would like to incorporate the same criteria and process for librarians. In response to a public comment, Cook suggested to amend the definitions in (2)(a), (2)(b), and (2)(c). (2)(a) should read as: "Unit" shall mean the Center for Distributed Learning or the University Libraries, as appropriate; (2)(b) shall be read as "Unit head" shall mean the Director of the Instructional Design team or the Associate Dean of the University Libraries, as appropriate; and (2)(c) shall be read as "Division head" shall mean the Vice Provost for Digital Learning or the Dean of University Libraries, as appropriate.

Trustee Christy moved to recommend the approval of GOVC-5 with the additional proposed amendments as presented and Trustee Miklos seconded. The motion was approved unanimously.

GOVC-6 Amendments to University Regulation UCF-3.035 University Closures

Cook also presented the proposed amendments to University Regulation UCF-3.035 University Closures. The proposed amendments update the term "leave" to "time off" to better conform to the language used in Workday, and add additional language related to application of administrative time off.

No public comments were received on the proposed amendments to this regulation.

Trustee Christy moved to recommend approval of GOVC-6 and Trustee Miklos seconded. The motion was approved unanimously.

GOVC-7 Amendments to University Regulation UCF-4.020 Student Financial Aid

Cook also presented the proposed amendments to University Regulation UCF-4.020 Student Financial Aid. The proposed amendments update the composition of the University Scholarship and Financial Aid Committee, and additional language is added to clarify the role of internal appeals committees.

No public comments were received on the proposed amendments to this regulation.

Trustee Christy moved to recommend approval of GOVC-7 and Miklos seconded. The motion was approved unanimously.

DISCUSSION ITEMS

DISC-1 Chair and Vice Chair Nomination Process

Chair Cardenas presented the Chair and Vice Chair Nomination Process. The current chair and vice chair terms conclude on June 30, 2025. Per the Board of Trustees Bylaws, the Board shall elect its chair and vice chair from the appointed members and upon recommendation of the Governance Committee, at its last regular meeting of the fiscal year ending June 30, 2025. An overview of the nomination process is included in the meeting materials.

ADJOURNMENT

The meeting adjourned at 3:33 p.m.

Reviewed by:

Rick Cardenas
Chair, Governance Committee

Date

Respectfully submitted:

Michael A. Kilbride
Associate Corporate Secretary

Date