

**Minutes
Board of Trustees Meeting
University of Central Florida
July 31, 2003**

Chairman Richard Nunis called the meeting of the Board of Trustees to order in the executive conference room of the UCF-Daytona Beach Community College joint-use campus at 1:30 p.m. The following members attended the meeting:

The Honorable Judith Albertson	The Honorable Phyllis Klock
The Honorable Brian Battles	The Honorable Richard Lee
The Honorable Olga Calvet	The Honorable Richard Nunis
The Honorable Arlen Chase	The Honorable Conrad Santiago
The Honorable Patrick Christiansen	The Honorable Thomas Yochum

BUSINESS MEETING

Chairman Nunis welcomed the board members and called on President John Hitt to introduce **Congressman Tom Feeney**, Florida candidate for the United States House of Representatives. President Hitt referred to Congressman Feeney as a friend to UCF and Congressman Feeney expressed his pride in being affiliated with his adopted alma mater. He said, "I can't think of any institution in the public arena or the private sector that has grown with both the speed and the quality of the University of Central Florida in the last 10-15 years." He thanked his colleagues for their support and expressed his delight in being part of the team.

President Hitt went on to introduce **Kent Sharples**, president of Daytona Beach Community College, and thanked him for his gracious hospitality. President Sharples introduced **Betrix Burden** and **Peter Mallory**, members of his DBCC Board of Trustees. In addition, President Sharples introduced **Tom Kelly**, executive director of the Volusia-Flagler Higher Education Consortium. President Sharples welcomed the members of the UCF Board of Trustees and expressed his pride in the partnership with UCF and with President Hitt.

President Hitt called on State Representative **David Mealor**, assistant vice president for regional campuses and director of UCF Downtown, to introduce the following regional campus representatives: **James Drake**, director of the UCF Southern Region; **Cecelia Rivers**, director of the UCF Western Region; and, **Bernie Jensen**, director of the UCF Eastern Region. President Hitt also recognized **Jack Rollins**, former associate vice president and chief administrative officer of UCF area campuses, who just retired after long years of service to UCF.

And in final introductions, President Hitt recognized and thanked **Senator Evelyn Lynn** and **Representative David Mealor** for their continued support of UCF.

REMARKS

President Hitt began his remarks with comments about the UCF regional campuses that began over 30 years ago with sites in South Orlando, Daytona Beach, and Cocoa. The UCF campus at Brevard Community College was the first joint-use facility in Florida. UCF continues to follow the 2 + 2 concept with six community college partners in 11 counties in Central Florida. UCF regional campuses offer 27 different bachelor's degree programs and 23 minors at multiple sites. At the graduate level, UCF offers 14 master's programs, 10 graduate certificates, and one doctoral program. He added that UCF has over 100 resident, full-time faculty members, in addition to the numerous Orlando faculty members who provide instruction at the various area campuses. These faculty members and programs are supported by 75 full-time staff members. And finally, President Hitt said that UCF has truly taken a leadership role in meeting the educational needs of the citizens of Central Florida by developing our system of regional campuses.

In other news, President Hitt reported that we are expecting about 42,000 students in Fall 2003, making us the second largest university in the state and among the 20 largest universities in the nation. Good news, he reported, goes beyond the numbers--even more impressive are the projected SAT averages of 1173 for our entering freshmen and 1330 for our entering Honors Students and the expected enrollment of 33 National Merit Scholars.

RESEARCH

President Hitt reported that research funding, under the leadership of M. J. Soileau, vice president for research and the faculty members in research, reached \$89 million—a record amount--in the 4th consecutive year of compounded, double-digit increases. President Hitt set a goal of \$100 million in funded research by the end of this academic year.

SPECIAL HONORS

President Hitt mentioned that **Tyler Fisher**, an Honors College graduate in English and Spanish who was named one of 32 national Rhodes Scholars and who was introduced to the trustees at an earlier meeting, will be leaving soon for England and Oxford University. In a recent meeting with Tyler, President Hitt learned that because this is the centennial class of Rhodes Scholars, Tyler and his fellow scholars will be given the honor of having tea with the Queen.

President Hitt also mentioned that **Ericka Dunlap**, a UCF student and member of the President's Leadership Council, was named Miss Florida. She won both her talent and evening gown divisions and is the first African-American to represent Florida in the Miss America pageant.

ADDITIONAL REMARKS

As chairman of the State University President's Association, President Hitt discussed the problem of capping freshman enrollment. He explained to the board that UCF will have approximately 3,950 full time equivalent students who are unfunded this fall. In addition, he reminded the board that UCF received zero enrollment growth money this year. He went on to explain that the funded student pays 25% of his or her tuition and the state pays 75%. We are, therefore, trying to do the best job possible to provide high quality education to students at what the state says is 25% of the cost. At an August 15th meeting, the university presidents will be discussing whether to cap enrollment at all and, if so, at what level. President Hitt has suggested that UCF take in exactly the number of students that we admitted this year, with no further growth. He feels we will still grow in enrollment if that is all we do. There is no discussion of capping enrollment at our community college campuses or in our graduate programs. He wanted to discuss the topic for clarification purposes and invited questions from the board.

INTRODUCTIONS

Daytona Beach area partners participated in the meeting by way of displays throughout the cafeteria. To thank these partners for their participation, President Hitt introduced them: **Tippen Davidson**, CEO and co-editor of the *Daytona Beach News Journal*, honorary trustee for the Museum of Arts & Sciences, vice chair of The Lively Arts Center, co-founder and current president of the Florida International Festival, and founder, president, and producer of Seaside Music Theater; **Michael Brothers**, executive director, Museum of Arts and Sciences; **Julia Rand**, executive director, Lively Arts Center; **Jennifer Coolidge**, executive director, The Deland Museum of Art; and, **Astrid De Parry**, chair of the board for the De Land Museum.

President Hitt also recognized the following UCF-Daytona Beach faculty: **Angeline Bushy**, the Bert Fish Endowed Chair and the Coordinator for Nursing at UCF-Daytona Beach; and, **Robert Kennerley**, the Program Coordinator for the Clinical Psychology master's program with the Regional Campuses. His research focus and primary area of interest is working with domestic violence and substance abuse populations.

And finally, President Hitt introduced three students who shared their UCF-DBCC partnership experience and what it meant to each of them: **Cindy Merrick**, one of only four large animal veterinarians in Volusia county and an example of how well the 2 + 2 system works for non-traditional students; **Oren Avery**, a graduate student in Health Services Administration, who is midway through his master's program; and **Juliana Romnes**, a graduate of DBCC with an A.S. in Photographic Technology and an A.A. in Fine Arts, who will enroll in the new UCF Photography program this fall.

REPORTS

Dr. Tom Huddleston, Vice President for Student Development and Enrollment Services, discussed the LINK program initiated this year and the only one of its kind in the state of Florida. LINK stands for “Learn and Interact with New Knights.” It relates to the first-year experience to help freshman transition to college life and succeed at UCF. Dr. Huddleston explained that with this program the LINK student’s personal development goals include developing intellectual and interpersonal competence, developing autonomy, managing emotions, establishing personal identity, managing healthy interpersonal relationships, developing and clarifying purpose, and developing integrity. UCF, he explains, benefits from this program by way of increasing student chances for success.

GENERAL BUSINESS

Chairman Nunis called for approval of the minutes of the May 22nd meeting and the June 13th teleconference meeting. Trustee Santiago asked for one additional change to be made to the May 22nd minutes in FIN-3 on page 009, first paragraph, second line, the word *committee* is to be changed to *board*. With this change and the acceptance of the changes to page 005 of the same minutes previously provided to the board, the minutes for both meetings were approved.

- **BOT-1 – 2004 BOT Meeting Dates** – A motion was passed approving the 2004 meeting dates for the University of Central Florida’s Board of Trustees:
 - January 22, 2004 - Thursday
 - March 25, 2004 – Thursday
 - May 20, 2004 - Thursday
 - July 22, 2004 – Thursday
 - September 23, 2004 – Thursday
 - November 18, 2004 - Thursday

Advancement Committee

Trustee Patrick Christiansen, chair of the Advancement Committee, reported on the following committee items:

- **ADV-1- 2003-2004 Challenge Grant Appropriation Priority** – The Challenge Grant Program appropriation for UCF in fiscal year 2003-2004 is \$4.5 million. A motion passed approving the allocation of the legislative appropriation as follows: \$363,261 to be used to fully fund the Alec P. Courtelis Facility Enhancement Program, thereby cleaning up the matching gifts backlog, and the remaining \$4.221 to be allocated to funding the Major Gifts Program in priority order.

Education Programs Committee

Trustee Judy Albertson, filling in for Trustee Geraldine Ferris, chair of the Educational Programs Committee, reported on the following committee items:

- **EP-1- Conferral of Degrees** – Concurrence was unanimously given for the conferral of the following degrees at the Summer 2003 commencement ceremonies on August 2nd:

1,681 Baccalaureate Degrees
583 Master's Degrees
<u>60</u> Doctoral Degrees
2,324 Total

- **EP-2- 2002-2003 Program Review** – A report was given on the results of the UCF Board of Trustees' Educational Programs Committee 2002-2003 program review workshop. The workshop was a result of a recommendation discussed at a previous board meeting to develop a plan where the Educational Program Committee reviews summaries of the program reviews prior to making recommendations to the UCF Board of Trustees. The following program reviews were discussed at the workshop:

Theme area: Physical Sciences and Related Disciplines

- College of Arts and Sciences: chemistry, mathematics, physics, statistics and actuarial science

Theme area: Visual and Performing Arts

- College of Arts and Sciences: film

Theme area: Health Professions

- College of Health and Public Affairs: health sciences - athletic training, health services, and nursing

Theme area: Business Administration

- College of Business Administration: all programs

A motion passed approving the program reviews as recommended. In addition, Trustee Albertson reported that the Ph.D. program in chemistry was approved.

Trustee Albertson commented on a report on Student Health Services presented by Robert Faust, Director, Student Health Services, and Michael Deichen, Associate Director, Clinical Services, Student Health Services. Student Health Services provides high-quality, affordable, and convenient medical services and health education to UCF students, with the goal of keeping them healthy as they pursue their education. The Student Health Center is a nationally-accredited ambulatory medical facility offering services that include laboratory, x-ray, pharmacy, counseling, and a women's clinic. The Campus Wellness Center offers Comprehensive Health Assessment Motivation Program fitness and lifestyle evaluation to UCF students.

In addition, Trustee Albertson commented on the fact that Student Health Services currently has a minimal dentistry program. She mentioned that Trustee Geraldine Ferris would like to see this program expanded and has offered her help in getting a general practice residency program started.

And finally, for information only, Trustee Albertson referenced a report on “UCF Alumni: Who Are They and What Do They Think?” presented by Julia Pet-Armacost, Assistant Vice President, Academic Affairs, who profiled UCF alumni characteristics and perceptions. In summary, UCF alumni contribute significantly to Florida’s economy—over 80% stayed in Florida. With a 95% response rate, baccalaureate alumni report a “good to excellent” rating of academic experience at graduation. Alumni satisfaction will continue to be examined to determine areas to improve.

Finance Committee

Trustee Conrad Santiago, chair of the Finance Committee, reported on the following committee items:

- **FIN-1- 2003-2004 Parking Rule** – A motion passed approving the rules pertaining to the UCF parking and traffic regulations. UCF publishes regulations regarding parking and traffic on campus. Since these regulations apply to the general public as they visit the campus and use campus facilities, UCF is required by law to publish the pertinent information from those regulations in the form of a rule, which, after meeting state requirements for public comment, carries the force of state law.
- **FIN-2- 2003-2004 Tuition Rule** – A motion passed approving an Emergency Rule to implement the 2003-04 tuition rate increase of 6.5% approved at the June 13, 2003, Board of Trustees meeting while the permanent rule is proceeding through rule development and also to approve the new permanent rule 6C7-9.001 for further rule development.
- **FIN-3- 2003-2004 Operating Budget** – A motion passed approving the 2003-2004 operating budget. A preliminary Educational and General operating budget for 2003-04 was presented at the May 22, 2003, Board of Trustees meeting. Subsequent to that meeting, the legislature and governor approved the state budget, additional adjustments were made to the other portions of the budget, and the final budget for the university was determined. The approved budget will reflect the initial budget requested to begin this fiscal year. The budget will be amended throughout the year to reflect the carry-forward of the remaining 2002-03 operating budget, to adjust for additional fees that may be received, and to implement amendments received from the state for items such as salary increases, property insurance, health insurance, and retirement contributions.

Trustee Christiansen requested that a more detailed budget summary be presented from this point forward to reflect assets as well as expenditures in areas of operation throughout the university in order that the board might better monitor the budget and be able to offer feedback and support of the documentation being presented.

- **FIN-4- 2003-2004 Five-Year Capital Improvement Plan** - A motion was passed approving the capital plan for 2004-05 through 2008-09. The five-year capital improvement plan is used for several purposes. It identifies projects that will be included in the three-year Public Education Capital Outlay (PECO) list, identifies projects that may be included in future Courtelis Facilities Enhancement Challenge Grant lists, and provides information to the State Board of Education for its request for capital project funding for 2004-2005. The State Board of Education has asked that the Capital Improvement Plan be submitted by August 1, 2003.
- **FIN-5- Admissions Enrollment Deposit** - A motion was passed approving a \$200.00 admissions enrollment deposit and policy for waiver of such deposit on the basis of financial hardship. This \$200.00 deposit guarantees an enrollment place in the class for the student for a designated term and is imposed at the time of admission and due at a specific date. These funds will be placed in an auxiliary account. Once the student enrolls for the designated term, the deposit will be credited towards the student's tuition. If the student does not enroll for the designated term, the deposit will be forfeited and the unused funds used to strengthen the services that are required to support a growing applicant population. A student who is accepted by UCF for enrollment may have the \$200.00 deposit waived in whole or in part by the applicable admissions office (undergraduate, graduate, or professional). The decision will be made on the basis of financial need.
- **FIN-6- Increase in Health Fee and Bonds for Student Health Center** - A motion was passed approving an increase in the health fee of \$0.60 per credit hour, effective Fall 2004, to service the new debt for construction of the Student Health Center expansion to include space for the Counseling Center and to provide counseling services. This board action will also provide approval for the university to use the Division of Bond Finance to develop the necessary resolutions and other documents for submission to the State Board of Education and the Board of Governors to accomplish the revenue bond financing of the project. Important to note is the fact that a committee with faculty, staff, and student representation was formed to discuss the increase to the health fee and resulted in the endorsement of the increase of \$0.60 per credit hour.

ANNOUNCEMENTS

Chairman Nunis congratulated President Hitt on being elected chair of the State University President’s Association.

Trustee Judy Albertson opened a discussion about the possibility of exit essays for UCF graduates. President Hitt requested that Denise Young, Associate Vice President for Academic Affairs, bring some organized thoughts on the subject for discussion at the September Board of Trustees meeting.

Trustee Santiago suggested that the board members be more involved in the various meetings and special events across campus. He suggested that the board be notified of special meetings and events in advance in order that they may be given an opportunity to respond and an appropriate delegation of board members is in attendance at campus special events.

Chairman Nunis concluded the meeting by thanking President Kent Sharples, Jack Rollins, Mike Sweeney, David Laney, and Karen Jans for their tremendous support of this meeting at DBCC.

Chairman Nunis announced the next meeting would be held on September 25th at the Orlando campus.

The meeting was adjourned at 3:10 p.m.

Respectfully submitted: _____ Date: _____

John C. Hitt
Corporate Secretary