



**Board of Trustees  
Finance and Facilities Committee Meeting  
May 21, 2015  
10:00 – 11:00 a.m.  
Fairwinds Alumni Center  
Conference call in phone number 800-442-5794, passcode 463796**

**AGENDA**

- |  |  |
|--|--|
| <b>I. CALL TO ORDER</b>  | Marcos R. Marchena<br><i>Chair, Finance and Facilities Committee</i>   |
| <b>II. ROLL CALL</b>   | Tracy D. Reedy<br><i>Coordinator, Administrative Services<br/>for Administration and Finance Division</i>  |
| <b>III. NEW BUSINESS</b>   | Chair Marchena   |
| <ul style="list-style-type: none"><li>• Amendments to University Tuition and Fee Regulation UCF-9.001 (FFC-1)</li></ul>    | William F. Merck II<br><i>Vice President for Administration and Finance and Chief Financial Officer</i><br>Tracy Clark<br><i>Associate Provost for Budget, Planning, and Administration and Associate Vice President for Finance</i> |
| <ul style="list-style-type: none"><li>• University Operating Budget Report Quarter Ended March 31, 2015 (INFO-1)</li></ul> | William F. Merck II<br>Tracy Clark   |
| <ul style="list-style-type: none"><li>• 2015-16 University Operating Budget (FFC-2)</li></ul>                              | William F. Merck II<br>Tracy Clark   |
| <ul style="list-style-type: none"><li>• 2015-16 Capital Outlay Budget (FFC-3)</li></ul>                                    | William F. Merck II<br>Lee Kernek<br><i>Associate Vice President for Administration and Finance</i>  |

- Amendments to University Regulation  
UCF-4.0292 Potentially Hazardous Events  
(FFC-4)  
William F. Merck II  
W. Scott Cole  
*Vice President and General Counsel*  
Youndy C. Cook  
*Deputy General Counsel*
- Amendments to University Regulation  
UCF-6.007 Traffic/Parking Regulation  
and Enforcement (FFC-5)  
William F. Merck II  
W. Scott Cole  
Youndy C. Cook
- Minor Amendment to Campus Master  
Plan—New Temporary Athletics Parking  
Area (FFC-6)  
William F. Merck II  
Lee Kernek
- Refinancing of UCF Convocation  
Corporation Series 2005 A and B  
Certificates of Participation (FFC-7)  
John C. Pittman  
*Associate Vice President  
for Administration and Finance,  
Debt Management*
- 2016 Finance and Facilities Committee  
Meeting Dates (INFO-2)  
William F. Merck II

**IV. OTHER BUSINESS**

Chair Marchena

**V. CLOSING COMMENTS**

Chair Marchena

ITEM: FFC-1

**University of Central Florida  
Board of Trustees  
Finance and Facilities Committee**

**SUBJECT:** Amendments to University Tuition and Fee Regulation UCF-9.001

**DATE:** May 21, 2015

---

**PROPOSED COMMITTEE ACTION**

Approve amendments to University Tuition and Fee Regulation UCF-9.001.

**BACKGROUND INFORMATION**

The regulation reflects the tuition and fees for the 2015-16 academic year. There are no proposed tuition and fees changes for 2015-16 except for the repeat course fee. Pursuant to Section 1009.285 F.S., the repeat course fee is adjusted annually by the Florida Board of Governors. This fee was updated for Fall 2015.

---

**Supporting documentation:** Regulation UCF-9.001 (Attachment A)

**Prepared by:** Tracy Clark, Associate Provost for Budget, Planning, and  
Administration and Associate Vice President for Finance  
Christy Tant, Senior Associate Controller, Finance and  
Accounting

**Submitted by:** William F. Merck II, Vice President for Administration and  
Finance and Chief Financial Officer

**ATTACHMENT A**

**UCF-9.001 Schedule of Tuition and Fees.**

- (1) All students shall pay resident or non-resident tuition, as applicable, and associated fees. Tuition shall be defined as the basic fee charged to a student for instruction in credit courses at the University of Central Florida. Non-resident tuition shall be defined as the basic fee and the out-of-state fee assessed to non-resident students for instruction in credit courses at the University of Central Florida. Only those students who qualify as a Florida resident as defined in BOG Regulation 7.005 shall not be assessed the out-of-state fee.
- (2) Associated fees shall include the following:
- (a) Tuition differential (applied to undergraduate courses only);
  - (b) Student Financial Aid Fee;
  - (c) Non-resident Student Financial Aid Fee (if student is not a Florida resident);
  - (d) Capital Improvement Trust Fund Fee;
  - (e) Transportation Access Fee;
  - (f) Activity and Service Fee;
  - (g) Athletic Fee;
  - (h) Health Fee; and
  - (i) Technology Fee.
- (3) In addition to the fees listed above, a Distance Learning Course Fee of \$18.00 per credit hour will be assessed for online Web-based courses.
- (4) Registration shall be defined as consisting of two components:
- (a) Formal enrollment in one or more credit courses approved and scheduled by the university; and
  - (b) Payment or other appropriate arrangement for payment (installment, deferment, or third party billing) of tuition and associated fees for the courses in which the student is enrolled as of the end of the drop and add period.

(5) Tuition and associated fees liability shall be defined as the liability for the payment of tuition and associated fees incurred at the point at which the student has completed registration.

(6) The following tuition and associated fees shall be levied and collected effective the fall semester indicated for each student regularly enrolled, unless provided otherwise by law or in this chapter.

(a) Students will be assessed the following tuition and associated fees per credit hour:

FALL 2014<sup>5</sup>

For All Programs Except Doctor of Physical Therapy, Doctor of Medicine, and Florida Interactive Entertainment Academy (amounts per credit hour):

Fee	Undergraduate		Graduate	
	Resident	Non-Resident	Resident	Non-Resident
Tuition	\$105.07	\$105.07	\$288.16	\$288.16
Tuition Differential	\$44.20	\$44.20		
Out-of-State Fee		\$511.06		\$785.15
Student Financial Aid Fee	\$5.16	\$5.16	\$14.40	\$14.40
Non-Resident Financial Aid Fee		\$25.55		\$39.25
Capital Improvement Trust Fund Fee	\$6.76	\$6.76	\$6.76	\$6.76
Transportation Access Fee	\$9.10	\$9.10	\$9.10	\$9.10
Activity and Service Fee	\$11.67	\$11.67	\$11.67	\$11.67
Athletic Fee	\$14.32	\$14.32	\$14.32	\$14.32
Health Fee	\$10.84	\$10.84	\$10.84	\$10.84
Technology Fee	\$5.16	\$5.16	\$14.40	\$14.40
Total	\$212.28	\$748.89	\$369.65	\$1,194.05

Doctor of Physical Therapy (amounts per credit hour):

Fee	Graduate	
	Resident	Non-Resident
Tuition	\$494.50	\$494.50
Out-of-State Fee		\$785.15
Student Financial Aid Fee	\$14.40	\$14.40
Non-resident Financial Aid Fee		\$39.25
Capital Improvement Trust Fund Fee	\$6.76	\$6.76
Transportation Access Fee	\$9.10	\$9.10

Activity and Service Fee	\$11.67	\$11.67
Athletic Fee	\$14.32	\$14.32
Health Fee	\$10.84	\$10.84
Technology Fee	\$14.40	\$14.40
Total	\$575.99	\$1,400.39

Doctor of Medicine (annual amounts):

Graduate

Fee	Resident	Non-Resident
Tuition	\$25,490.80	\$25,490.80
Out-of-State Fee		\$25,594.00
Student Financial Aid Fee	\$1,274.40	\$1,274.40
Non-resident Financial Aid Fee		\$1,279.60
Capital Improvement Trust Fund Fee	270.40	\$270.40
Transportation Access Fee	\$364.00	\$364.00
Activity and Service Fee	\$466.80	\$466.80
Athletic Fee	\$572.80	\$572.80
Health Fee	\$433.60	\$433.60
Technology Fee	\$206.40	\$206.40
Equipment Fee	\$601.00	\$601.00
Total	\$29,680.20	\$56,553.80

Florida Interactive Entertainment Academy (FIEA) (Fall 2014<sup>1</sup> cohort<sup>1</sup> amounts):

Graduate

Fee	Resident	Non-Resident
Tuition	\$1,016.51	\$1,016.51
Out-of-State Fee		\$785.15
Student Financial Aid Fee	\$14.40	\$14.40
Non-resident Financial Aid Fee		\$39.25
Capital Improvement Trust Fund Fee	\$6.76	\$6.76
Transportation Access Fee	\$9.10	\$9.10
Activity and Service Fee	\$11.67	\$11.67
Athletic Fee	\$14.32	\$14.32
Health Fee	\$10.84	\$10.84
Technology Fee	\$14.40	\$14.40
Total	\$1,098.00	\$1,922.40

<sup>1</sup> FIEA cohort requires thirty student credit hours obtained in four consecutive semesters.

Graduates receive a Master of Science degree in Interactive Entertainment.



- (b) Pursuant to Section 1009.285 F.S., each student enrolled in the same undergraduate course more than twice shall be assessed an additional ~~\$158.84~~177.94 per credit hour charge, in addition to the fees outlined above for each such course.

(7) Students are required to pay an excess hours surcharge for each credit hour in excess of the number of credit hours required to complete the baccalaureate degree program in which the student is enrolled. The excess hour surcharge shall become effective for students who enter a state university for the first time and maintain continuous enrollment as follows:

- (a) For students who enter a state university for the first time in the Fall 2009 semester or any academic term thereafter up to and including Summer 2011, the University shall require the student to pay an excess hour surcharge equal to 50 percent of the tuition rate for each credit hour in excess of 120 percent of the number of credit hours required to complete the baccalaureate degree program in which the student is enrolled.
- (b) For students who enter a state university for the first time in the Fall 2011 semester or any academic term thereafter up to and including Summer 2012, the University shall require the student to pay an excess hours surcharge equal to 100 percent of the tuition rate for each credit hour in excess of 115 percent of the number of credit hours required to complete the baccalaureate degree program in which the student is enrolled.
- (c) For students who enter a state university for the first time in the Fall 2012 semester or thereafter, the University shall require the student to pay an excess hours surcharge equal to 100 percent of the tuition rate for each credit hour in excess of 110 percent of the number of credit hours required to complete the baccalaureate degree program in which the student is enrolled.

*Authority: BOG Regulations 1.001 and 7.001; General Appropriations Act, 2011. History—New 9-25-02, Amended 12-8-03, 11-22-05, 6-27-06, 8-27-07, 12-07-07, 8-19-08, Formerly 6C7-9.001, Amended 6-22-09, 8-12-10, 7-6-11, 9-15-11, 7-3-12, 8-12-13, 7-17-14.*

ITEM: INFO-1

**University of Central Florida  
Board of Trustees  
Finance and Facilities Committee**

**SUBJECT:** University Operating Budget Report Ended March 31, 2015

**DATE:** May 21, 2015

---

For information only.



ITEM: INFO-1

## University of Central Florida Operating Budget Status

### March 31, 2015

#### *Year-to-Date Activity and Variances*

The attached reports include revenues and expenditures for the nine months ended March 31, 2015, compared to the operating budget. Student credit hours are consistent with the enrollment plan and are slightly higher than the prior year by 1 percent. Revenues as a percentage of budget are consistent with prior year. Expenditures as a percentage of budget are approximately 3 percent higher than prior year. Overall, revenues and expenditures as a percent of the operating budget are 72 percent and 66 percent, respectively. Specific activities and variances in certain budget categories are described below.

#### Educational & General

E&G revenues increased \$20.5 million. State appropriations increased \$17.4 million, which is primarily due to new performance-based funding and adjustments for compensation and benefits.

E&G expenditures increased by \$39.3 million. Salaries and benefits increased \$20.4 million, which includes pay rate, headcount, and legislative increases in employer contributions for benefits. Other operating expenses increased by \$20.1 million including \$6 million in license, maintenance, and other software related costs, \$3.9 million in financial aid expenditures, \$1.9 million in facility improvements, \$1.8 million for consulting and contracted services, and a \$3 million credit in July 2013 associated with a lower than expected Conference USA payment.

#### Medical School

Medical school revenues increased by \$3.3 million due to increased student fees and state appropriations.

Total medical school expenditures increased by \$5.3 million. Compensation and benefits increased \$2.7 million, which includes pay rate, headcount, and legislative increases in employer contributions for benefits. Other operating expenses increased \$2.7 million of which \$1.2 million is related to increases in financial aid, rental of facilities, and library and software subscriptions expenditures.

#### Auxiliary Enterprises

Auxiliary revenues increased by \$7.7 million. Student fee revenues increased by \$4.5 million primarily related to transportation and health fees. \$1.9 million in external funding was received for the College of Medicine auxiliary activities.

Expenditures increased by \$16.7 million. Accumulated investment gains of \$12.6 million were transferred to fund construction for the new Global Achievement Academy building and Interdisciplinary Research building. Salaries and benefits increased \$7.4 million, which reflects employment cost increases and new positions. These increases were offset by a decrease in expense of \$3.4 million relating to prior year athletic conference obligations.

ITEM: INFO-1

**University of Central Florida  
Operating Budget Status**

**March 31, 2015**

Sponsored Research

Sponsored research revenues in the prior year were higher than normal in conjunction with the implementation of a new financial-systems accounts-receivable module. Effective November 2013, revenues are recorded on an accrual basis. The current year's decrease reflects the impact of the conversion to full accrual accounting in the first nine months of the prior year.

Overall expenditures increased \$17.5 million. Grant related subcontractor expenses increased \$6.9 million. Current year expenditures also include funding \$9 million to support the construction of the Florida Advanced Manufacturing Research Center in partnership with Osceola County and Florida High Tech Corridor Council and \$1.6 million for Bennett Building renovations.

Student Financial Aid

Revenues increased \$10.4 million. Federal funding increased \$3 million for grants and \$4.9 million for loans. State funding for scholarships decreased \$4.1 million primarily due to a decrease in the Bright Futures program. Private funding for loans and scholarships increased \$2 million, and institutional funding for merit-based scholarships increased \$4.3 million.

Expenditures increased \$12.9 million. Federal funded awards increased \$9 million. State funded awards decreased \$4.2 million. Private awards increased \$2 million. Institutional grants increased \$6.1 million. Differences between revenues and expenditures by category are primarily related to timing differences between receipt and disbursement of funds.

Student Activities

Revenues increased \$1.8 million primarily related to activity and service fees. Expenses are consistent with the prior year.

Concessions

Revenues and expenses were consistent with the prior year.

Technology Fee

Technology fee revenues were consistent with the prior year. Technology fee expense variances are due to timing differences in the progress of the various projects. Approximately 18 percent of 2014-15 and 93 percent of the prior years' awarded funds have been spent or transferred to Computer Services and Telecommunications for projects completed or in progress.

# University of Central Florida

## Operating Budget Report

as of March 31, 2015 (75% of year)

### 2014-15

	Revenue	Expenditures	Expenditure Budget	% of Budget Spent	Revenue as % of Budget	Revenue less Expenditures	Fund Balance (as of July 1)
Educational & General	\$ 447,466,167	\$ 367,352,181	\$ 673,355,376	54.6%	66.5%	\$ 80,113,985	\$ 153,440,388
Medical School	30,221,264	26,447,291	57,083,903	46.3%	52.9%	3,773,972	20,535,923
Auxiliary Enterprises	142,235,572	131,567,194	206,596,893	63.7%	68.8%	10,668,377	168,016,144
Sponsored Research	103,435,569	104,814,754	152,584,000	68.7%	67.8%	(1,379,186)	34,148,458
Student Financial Aid	418,997,516	423,259,926	503,923,681	84.0%	83.1%	(4,262,410)	28,901,462
Student Activities	17,126,080	13,977,993	20,000,000	69.9%	85.6%	3,148,088	8,312,809
Concessions	480,415	222,943	460,000	48.5%	104.4%	257,472	1,103,762
Technology Fee	7,582,992	3,702,702	9,100,000	40.7%	83.3%	3,880,291	4,518,932
	<u>\$ 1,167,545,575</u>	<u>\$ 1,071,344,985</u>	<u>\$ 1,623,103,853</u>	<u>66.0%</u>	<u>71.9%</u>	<u>\$ 96,200,590</u>	<u>\$ 418,977,877</u>

### 2013-14

	Revenue	Expenditures	Expenditure Budget	% of Budget Spent	Revenue as % of Budget	Revenue less Expenditures	Fund Balance (as of July 1)
Educational & General	\$ 426,971,944	\$ 328,084,578	\$ 611,434,294	53.7%	69.8%	\$ 98,887,365	\$ 121,024,562
Medical School	26,875,329	21,139,083	48,249,923	43.8%	55.7%	5,736,246	14,496,365
Auxiliary Enterprises	134,560,696	114,854,643	188,545,104	60.9%	71.4%	19,706,053	159,498,886
Sponsored Research	107,047,538	87,284,258	150,912,000	57.8%	70.9%	19,763,279	23,797,770
Student Financial Aid	408,623,831	410,356,738	521,544,307	78.7%	78.3%	(1,732,907)	28,560,028
Student Activities	15,292,716	13,195,029	21,945,080	60.1%	69.7%	2,097,687	8,954,497
Concessions	468,151	170,103	420,000	40.5%	111.5%	298,048	884,687
Technology Fee	7,492,554	5,940,167	9,945,000	59.7%	75.3%	1,552,387	4,711,636
	<u>\$ 1,127,332,758</u>	<u>\$ 981,024,599</u>	<u>\$ 1,552,995,708</u>	<u>63.2%</u>	<u>72.6%</u>	<u>\$ 146,308,159</u>	<u>\$ 361,928,431</u>



# University of Central Florida

## Operating Expenditure Report

as of March 31, 2015 (75% of year)

### 2014-15

2014-15

	Expenditures - Amount				Expenditures - Percent of Total					
	Salaries and Benefits	Expenses	Capital Purchases	Debt Service	Total	Salaries and Benefits	Expenses	Capital Purchases	Debt Service	Total
Educational & General	\$ 254,167,049	\$ 109,369,992	\$ 3,815,140	\$ -	\$ 367,352,181	69.2%	29.8%	1.0%	-	100.0%
Medical School	17,437,195	8,551,190	458,906	-	26,447,291	65.9%	32.3%	1.7%	-	100.0%
Auxiliary Enterprises	41,147,913	79,732,268	900,132	9,786,881	131,567,194	31.3%	60.6%	0.7%	7.4%	100.0%
Sponsored Research	41,394,389	58,829,106	4,591,260	-	104,814,754	39.5%	56.1%	4.4%	-	100.0%
Student Financial Aid	2,607,262	420,652,664	-	-	423,259,926	0.6%	99.4%	-	-	100.0%
Student Activities	6,932,974	7,041,468	3,551	-	13,977,993	49.6%	50.4%	0.0%	-	100.0%
Concessions	1,646	221,297	-	-	222,943	0.7%	99.3%	-	-	100.0%
Technology Fee	987	1,936,598	1,765,116	-	3,702,702	0.0%	52.3%	47.7%	-	100.0%
	\$ 363,689,415	\$ 686,334,583	\$ 11,534,105	\$ 9,786,881	\$ 1,071,344,985	33.9%	64.1%	1.1%	0.9%	100.0%

### 2013-14

2013-14

	Expenditures - Amount				Expenditures - Percent of Total					
	Salaries and Benefits	Expenses	Capital Purchases	Debt Service	Total	Salaries and Benefits	Expenses	Capital Purchases	Debt Service	Total
Educational & General	\$ 233,711,688	\$ 89,317,772	\$ 5,055,119	\$ -	\$ 328,084,578	71.2%	27.2%	1.5%	-	100.0%
Medical School	14,770,405	5,858,030	510,647	-	21,139,083	69.9%	27.7%	2.4%	-	100.0%
Auxiliary Enterprises	33,765,325	70,957,160	1,081,625	9,050,533	114,854,643	29.4%	61.8%	0.9%	7.9%	100.0%
Sponsored Research	41,837,247	41,961,019	3,485,992	-	87,284,258	47.9%	48.1%	4.0%	-	100.0%
Student Financial Aid	2,899,735	407,457,002	-	-	410,356,738	0.7%	99.3%	-	-	100.0%
Student Activities	6,786,837	6,370,689	37,503	-	13,195,029	51.4%	48.3%	0.3%	-	100.0%
Concessions	645	169,458	-	-	170,103	0.4%	99.6%	-	-	100.0%
Technology Fee	46,427	3,048,229	2,845,511	-	5,940,167	0.8%	51.3%	47.9%	-	100.0%
	\$ 333,818,309	\$ 625,139,359	\$ 13,016,398	\$ 9,050,533	\$ 981,024,599	34.0%	63.7%	1.3%	0.9%	100.0%

# University of Central Florida Operating Budget Report

as of March 31, 2015 (75% of year)

## Statistical Information

### Student Credit Hours<sup>1</sup>

#### Actual Compared to UCF Plan

	Actual	Plan	Difference	% Variance
Summer <sup>2</sup>	225,671	238,120	(12,449)	-5.2%
Fall	651,023	644,740	6,283	1.0%
Spring <sup>3</sup>	629,415	621,811	7,604	1.2%
	1,506,109	1,504,671	1,438	0.1%

#### 2013-14

	Actual	Plan	Difference	% Variance
	228,164	228,060	104	0.0%
	644,246	643,743	503	0.1%
	619,437	616,987	2,450	0.4%
	1,491,847	1,488,790	3,057	0.2%

#### Current Year Compared to Prior Year

	2014-15	2013-14	Difference	% Variance
Summer <sup>2</sup>	225,671	228,164	(2,493)	-1.1%
Fall	651,023	644,246	6,778	1.1%
Spring <sup>3</sup>	629,415	619,437	9,978	1.6%
	1,506,109	1,491,847	14,263	1.0%

	2013-14	2012-13	Difference	% Variance
	228,164	235,805	(7,641)	-3.2%
	644,246	649,923	(5,678)	-0.9%
	619,437	622,636	(3,199)	-0.5%
	1,491,847	1,508,364	(16,518)	-1.1%

### Additional Statistical Information

	2014-15	2013-14	Difference	% Variance
Student headcount - Fall 2014 and 2013	60,821	59,770	1,051	1.8%
Percent in-state students - Fall 2014 and 2013	94.1%	94.7%	-0.6%	
Foundation endowment - June 30, 2014, and 2013	\$152,717,147	\$133,827,336	\$ 18,889,811	14.1%
Foundation assets - June 30, 2014, and 2013	\$287,546,289	\$263,770,330	\$ 23,775,959	9.0%
On-campus Housing, including Greek Housing <sup>4</sup>	6,896			
Rosen Campus housing <sup>4</sup>	380			
Affiliated housing <sup>4</sup>	3,723			
Managed housing <sup>4</sup>	594			
Gross square footage - Orlando Campus <sup>4</sup>	7,862,933			
Acreage - Orlando Campus <sup>4</sup>	1,415			

<sup>1</sup> Medical students are not included in student credit hours.

<sup>2</sup> Summer 2014 data. Summer 2015 will be included in 2015-16 reporting.

<sup>3</sup> Spring 2015 is preliminary data.

<sup>4</sup> As of Fall 2014

## University of Central Florida Operating Budget Status

### Explanation of Terms

#### *Budgets*

**Educational & General.** The Educational & General budget includes expenditures for instructional activities and related administrative support. This budget is funded by general revenue, Educational Enhancement funds, and student fees. E&G student fees include tuition and out-of-state fees.

**Auxiliary Enterprises.** Auxiliary enterprises include those activities that are not instructional in nature but support the operation of the university. The primary auxiliary areas include Housing, Student Health Services, Parking Services, Computer Store, Telecommunications, Continuing Education, Dining Services, and the Bookstore. The auxiliaries must generate adequate revenue to cover expenditures and allow for future renovations and building or equipment replacement, if applicable. Several of the auxiliaries are partially or wholly funded by student fees, including Student Health Services, Parking Services and Material and Supply Fees.

**Sponsored Research.** Sponsored research includes research activities that are funded by federal, state, local, and private funds.

**Student Financial Aid.** The student financial aid budget largely represents scholarship and loan funds that are received by the university and subsequently disbursed to students. Large disbursements of these funds occur at the beginning of the fall and spring semesters. The expenditures in this budget will, therefore, not coincide with the months remaining in the year.

**Student Activities.** The student activities budget is funded by the Activity and Service Fee paid by the students and includes expenditures for student government and student clubs and organizations. This budget also includes all expenditures for the Student Union and the Recreation and Wellness Center. Expenditures for these entities are funded by the Activity and Service Fee and by revenue generated through functions in the facilities.

**Concessions.** The concessions budget is funded from vending machine revenue. These funds are used for events and other expenditures that support the university.

**Technology Fee.** The technology fee was established in January 2009 as allowed by Florida Statute 1009.24. The university began charging 5 percent of the tuition per credit hour beginning in the fall term of the 2009-10 academic years. A committee and guidelines for the allocation and use of the technology resources were established. The revenue from this fee will be used to enhance instructional technology resources for students and faculty.



## University of Central Florida Operating Budget Status

### Explanation of Terms

#### *Expenditure Categories*

**Salaries and Benefits.** Salaries and benefits include salary payments, along with employer benefit costs, including FICA, health insurance, life insurance, disability insurance, and pre-tax benefits. Benefits are approximately 30 percent of salaries for permanent employees.

**Expenses.** Expenses include office supplies, repairs, maintenance costs, contract services, and all other items not included as salaries, capital purchases, or debt service.

**Capital Purchases.** Capital purchases include personal property with a value of \$5,000 or more and library resources with a value of \$250 or more, and an expected life of one year or more.

**Debt Service.** Debt service includes principal and interest payments on bonds and other loans within the university.

ITEM: FFC-2

**University of Central Florida  
Board of Trustees  
Finance and Facilities Committee**

**SUBJECT:** 2015-16 University Operating Budget

**DATE:** May 21, 2015

---

**PROPOSED COMMITTEE ACTION**

Approval of the university's 2015-16 operating budget.

**BACKGROUND INFORMATION**

Approve the operating budgets for the Educational & General, Medical School, Auxiliary Enterprises, Sponsored Research, Student Financial Aid, Student Activities, Technology Fee, and Concessions areas as indicated in Attachment A.

The Educational & General and Medical College budgets normally reflect the amounts proposed by the legislature and are subject to approval by the governor. The legislature has not yet come to agreement on the state budget, therefore the 2015-16 proposed budgets for general revenue and lottery assume the continuation of 2014-15 recurring appropriations. An update will be provided to the Board of Trustees after the General Appropriations Act for 2015-16 has been approved by the governor.

All other budgets were compiled using requests from individual departments and a review of expected revenue, expenditures, and fund balances for each area.

---

**Supporting documentation:** 2015-16 Proposed Operating Budget (Attachment A)  
Changes in E&G Funding (Attachment B)  
Auxiliary Enterprises Proposed Operating Budget (Attachment C)  
Summary of 2014-15 Expenditures (Attachment D)

**Prepared by:** Tracy Clark, Associate Provost for Budget, Planning, and Administration  
and Associate Vice President for Finance  
Christy Tant, Senior Associate Controller, Finance and Accounting

**Submitted by:** William F. Merck II, Vice President for Administration and Finance and  
Chief Financial Officer

## Attachment A

### University of Central Florida

### 2015-16 Proposed Operating Budget

	2015-16 Proposed Budget	2014-15 Operating Budget	% Increase (Decrease)	\$ Increase (Decrease)
<b>Educational &amp; General (E&amp;G) <sup>1</sup></b>				
General Revenue <sup>2</sup>	\$ 235,799,036	\$ 240,249,760	-2%	\$ (4,450,724)
Lottery <sup>2</sup>	36,011,738	36,011,738	0%	-
Student Tuition and Fees	253,232,726	246,536,692	3%	6,696,034
<b>Total Educational and General</b>	<u>525,043,500</u>	<u>522,798,190</u>	0%	<u>2,245,310</u>
<b>Medical School (E&amp;G) <sup>1</sup></b>				
General Revenue <sup>2</sup>	25,183,699	25,683,699	-2%	(500,000)
Student Tuition and Fees	14,863,096	13,430,910	11%	1,432,186
<b>Total Educational and General</b>	<u>40,046,795</u>	<u>39,114,609</u>	2%	<u>932,186</u>
<b>Auxiliary Enterprises <sup>3</sup></b>	236,260,851	206,596,893	14%	29,663,958
<b>Sponsored Research</b>	155,283,000	152,584,000	2%	2,699,000
<b>Student Financial Aid</b>	507,419,674	503,923,681	1%	3,495,993
<b>Student Activities</b>	20,500,000	20,000,000	3%	500,000
<b>Technology Fee</b>	9,100,000	9,100,000	0%	-
<b>Concessions</b>	500,000	460,000	9%	40,000
<b>Total Operating Budget</b>	<u><u>\$ 1,494,153,820</u></u>	<u><u>\$ 1,454,577,373</u></u>	3%	<u><u>\$ 39,576,447</u></u>

<sup>1</sup> See Attachment B for detail of the change in budget.

<sup>2</sup> The 2015-16 state budget has not been passed by the legislature; therefore, the 2015-16 proposed budget assumes the continuation of 2014-15 recurring appropriations.

<sup>3</sup> Detail for this budget is included in Attachment C.

## Attachment B

### University of Central Florida

#### Changes in E&G Funding

<b>Changes in University E&amp;G Funding</b>	<b>General Revenue (preliminary)</b>	<b>Lottery (preliminary)</b>	<b>Tuition and Fees</b>	<b>Total</b>
<b>2014-15 BOT approved budget</b>	<b>\$ 240,289,572</b>	<b>\$ 36,011,738</b>	<b>\$ 246,536,692</b>	<b>\$ 522,838,002</b>
Risk management premium decrease	(39,812)			(39,812)
<b>2014-15 adjusted budget</b>	<b>240,249,760</b>	<b>36,011,738</b>	<b>246,536,692</b>	<b>522,798,190</b>
Projected credit hour increase			6,696,034	6,696,034
Reversal of non-recurring items:				
Center for Reading - Istation	(1,500,000)			(1,500,000)
Anti-hazing Online Education	(1,000,000)			(1,000,000)
STEM Instructional Enhancement	(1,000,000)			(1,000,000)
Evans Community School	(685,000)			(685,000)
Lou Frey Institute	(250,000)			(250,000)
Dual Enrollment	(15,724)			(15,724)
Net increase (decrease)	(4,450,724)	-	6,696,034	2,245,310
<b>2015-16 beginning budget<sup>1</sup></b>	<b>\$ 235,799,036</b>	<b>\$ 36,011,738</b>	<b>\$ 253,232,726</b>	<b>\$ 525,043,500</b>

<b>Changes in Medical School Funding</b>	<b>General Revenue (preliminary)</b>	<b>Lottery (preliminary)</b>	<b>Tuition and Fees</b>	<b>Total</b>
<b>2014-15 BOT approved budget</b>	<b>\$ 25,683,699</b>	<b>\$ -</b>	<b>\$ 13,430,910</b>	<b>\$ 39,114,609</b>
Enrollment increase			1,432,186	1,432,186
Reversal of non-recurring item:				
Crohn's and Colitis Research	(500,000)			(500,000)
Net increase (decrease)	(500,000)	-	1,432,186	932,186
<b>2015-16 beginning budget<sup>1</sup></b>	<b>\$ 25,183,699</b>	<b>\$ -</b>	<b>\$ 14,863,096</b>	<b>\$ 40,046,795</b>

<sup>1</sup> The 2015-16 state budget has not been passed by the legislature; therefore, this budget assumes the continuation of 2014-15 recurring appropriations.

## Attachment C

### University of Central Florida

#### Auxiliary Enterprises Proposed Operating Budget

	2015-16 Proposed Budget	2014-15 Operating Budget	% Increase (Decrease)	\$ Increase (Decrease)
Housing	\$ 27,488,809	\$ 29,005,903	-5%	\$ (1,517,094)
Parking Services	19,753,168	19,453,273	2%	299,895
Student Health Services	20,613,848	19,429,314	6%	1,184,534
Business Services	9,923,922	8,963,646	11%	960,276
Computer Store, Telecommunications	33,000,000	32,500,000	2%	500,000
Academic Support - Colleges	14,260,041	12,781,044	12%	1,478,997
Academic Support - Other <sup>1</sup>	22,298,823	22,109,802	1%	189,021
Continuing Education, EMBA	12,850,673	11,153,383	15%	1,697,290
Material and Supply, Equipment Fees	5,145,759	5,243,700	-2%	(97,941)
Energy Management and Sustainability	18,284,284	17,784,284	3%	500,000
Global Achievement Academy	8,370,000	10,946,500	-24%	(2,576,500)
Other Auxiliaries <sup>2</sup>	44,271,524	17,226,044	157%	27,045,480
<b>Total Auxiliary Enterprises</b>	<b>\$ 236,260,851</b>	<b>\$ 206,596,893</b>	<b>14%</b>	<b>\$ 29,663,958</b>

<sup>1</sup> The Academic Support Other budget primarily includes various auxiliaries in the Student Development and Enrollment Services area, Distance Learning, and the Florida Solar Energy Center.

<sup>2</sup> The Other Auxiliaries budget includes auxiliaries in administrative areas such as Human Resources and Police. This amount also includes investment earnings and a budget reserve for the auxiliaries.

#### *Auxiliary Enterprises Expenditures vs. Budget*

	Expenditures as of March 31, 2015	2014-15 Operating Budget	Percent Spent
Housing	\$ 19,815,592	\$ 29,005,903	68.3%
Parking Services	9,559,744	19,453,273	49.1%
Student Health Services	11,100,238	19,429,314	57.1%
Business Services	4,843,984	8,963,646	54.0%
Computer Store, Telecommunications	20,700,716	32,500,000	63.7%
Academic Support - Colleges	4,968,902	12,781,044	38.9%
Academic Support - Other	14,941,697	22,109,802	67.6%
Continuing Education, EMBA	7,488,700	11,153,383	67.1%
Material and Supply, Equipment Fees	3,816,630	5,243,700	72.8%
Energy Management and Sustainability	13,595,915	17,784,284	76.4%
Global Achievement Academy	9,821,505	10,946,500	89.7%
Other Auxiliaries	10,835,976	17,226,044	62.9%
<b>Total Auxiliary Enterprises</b>	<b>\$ 131,489,599</b>	<b>\$ 206,596,893</b>	<b>63.6%</b>



## Attachment D

### University of Central Florida

### Summary of 2014-15 Expenditures

(as of March 31, 2015 - 75% of year)

#### *Total Operating Budget Expenditures vs. Budget*

	Expenditures as of March 31, 2015	2014-15 Operating Budget	Percent Spent
Educational & General <sup>1</sup>	\$ 367,352,181	\$ 673,355,376	54.6%
Medical School <sup>1</sup>	26,447,291	57,083,903	46.3%
Auxiliary Enterprises	131,489,599	206,596,893	63.6%
Sponsored Research	104,814,754	152,584,000	68.7%
Student Financial Aid	423,259,926	503,923,681	84.0%
Student Activities	13,977,993	20,000,000	69.9%
Technology Fee	3,702,702	9,100,000	40.7%
Concessions	222,943	460,000	48.5%
Total Operating Budget	<u>\$1,071,267,389</u>	<u>\$1,623,103,853</u>	<u>66.0%</u>

<sup>1</sup> The 2014-15 Operating Budget includes carryforward funds for which spending authority was approved in a previous year.

#### *Educational and General Expenditures by Activity*

	Expenditures as of March 31, 2015	Percent of Total
Instruction, Research, and Academic Support	\$ 234,162,872	63.7%
Library	9,584,837	2.6%
Institutional Support	50,977,186	13.9%
Student Services	41,226,017	11.3%
Plant Operation and Maintenance	31,401,269	8.5%
Total Educational and General Expenditures	<u>\$ 367,352,181</u>	<u>100.0%</u>



ITEM: FFC-3

**University of Central Florida  
Board of Trustees  
Finance and Facilities Committee**

**SUBJECT:** 2015-16 Capital Outlay Budget

**DATE:** May 21, 2015

---

**PROPOSED COMMITTEE ACTION**

Approve the university's 2015-16 capital outlay budget and authorize the president to make necessary adjustments as necessary to the 2015-16 capital outlay budget.

**BACKGROUND INFORMATION**

Pursuant to Florida Statute 1013.61, each university's Board of Trustees must adopt an annual capital outlay budget that designates proposed expenditures by project. The attached University of Central Florida 2015-16 capital outlay budget lists the projects approved during the legislative session and by the governor. Approval is sought for the attached budget along with authorization for the president to make changes to this budget as necessary during the year.

---

**Supporting documentation:** 2015-16 Capital Outlay Budget (Attachment A)

**Prepared by:** Lee Kernek, Associate Vice President for Administration and Finance

**Submitted by:** William F. Merck II, Vice President for Administration and Finance  
and Chief Financial Officer

### 2015-16 Capital Outlay Budget Projects By Funding Source

Projects funded by Public Education Capital Outlay (PECO)	2015-16	Funded
Utilities, Infrastructure, and Capital Renewal	9,704,545	7,278,409
Interdisciplinary Research and Incubator Facility	6,042,667	6,042,667
Colbourn Hall Renovation	1,952,455	-
Engineering Building I Renovation	13,954,277	13,954,277
Math and Physics Building (Mathematical Sciences) Remodeling and Renovation	9,422,105	-
Trevor Colbourn Hall	26,175,387	-
John C. Hitt Library Renovation Phase II	3,570,000	-
UCF VC Classroom Building	7,500,000	-
Arts Complex Phase II (Performance)	5,100,000	-
Partnership IV	46,920,000	-
<b>TOTAL</b>	<b>\$ 130,341,436</b>	<b>\$ 27,275,353</b>

Projects funded by Research and Economic Development	2015-16	Funded
Partnership IV	46,920,000	46,920,000

Projects funded by donations and the Courtelis Facility Matching Grant Program	Cumulative 2015-16	
	Donations	Courtelis
Laboratory Instructional Building	\$ 15,372,777	-
Morgridge International Reading Center	2,297,170	-
Burnett Bio-Medical Science Center	2,528,605	-
Career Services and Experiential Learning	196,950	-
College of Optics and Photonics	69,735	-
Engineering III	2,384,463	-
Psychology Building	86,540	-
Arts Complex II Enhancement	500,000	-
Physical Sciences Building	1,162	-
Alumni Center, John and Martha Hitt Library	8,249	-
<b>TOTAL</b>	<b>\$ 23,445,651</b>	<b>-</b>

Maintenance, repair, renovation, and remodeling projects	2015-16	
		\$ 3,523,198
<b>TOTAL</b>		<b>\$ 3,523,198</b>

Capital Improvement Trust Fund	2015-16	Funded
John C. Hitt Library Phase I	\$ 18,344,027	\$ 5,770,635
<b>TOTAL</b>	<b>\$ 18,344,027</b>	<b>\$ 5,770,635</b>

Projects constructed or acquired with proceeds from non-state sources, including debt	2015-16	
Rosen Storage Shed	225,000	-
Rosen Educational Facility	17,000,000	TBD
UCF Downtown Presence	75,000,000	2,775,000
UCF Downtown Presence Garage	15,000,000	
USTA American Tennis At Lake Nona - Collegiate Tennis	5,100,000	
Hotel and Conference Center	76,500,000	
Special Purpose Housing and Parking Garage	25,500,000	
Special Purpose Housing II	8,160,000	
Parking Decks	17,340,000	
Graduate Housing	51,000,000	
Refinance UCF Foundation Properties	37,410,000	
Student Housing	51,000,000	
Garage Expansion	5,100,000	
Classroom and Lab Building, Lake Nona	23,945,113	
Facilities Building, Lake Nona	6,120,000	
EXPO Center Housing	16,000,000	

### 2015-16 Capital Outlay Budget Projects By Funding Source

Regional Campuses Multi-Purpose Buildings	28,000,000	
Partnership Garage	7,140,000	
Parking Deck (Athletic Complex)	5,100,000	
Baseball Stadium Expansion Phase II	1,700,000	
Baseball Clubhouse Expansion/Renovation	1,020,000	
Bright House Networks Stadium Expansion Phase I	11,000,000	
Wayne Densch Sports Center Expansion and Renovation	1,020,000	
Tennis Complex - Phase I	1,428,000	
Tennis Complex - Phase II	1,020,000	
Tennis Complex - Phase III	2,040,000	
Multi-Purpose Medical Research and Incubator Facility	115,121,201	
Health Sciences Campus Parking Garage I	15,300,000	
Bio-Medical Annex Renovation and Expansion	13,056,000	
Outpatient Center	76,500,000	
Multi-Cultural Expansion	1,677,186	

<b>TOTAL</b>	\$ 711,522,500	\$ 2,775,000
--------------	----------------	--------------

ITEM: FFC-4

**University of Central Florida  
Board of Trustees  
Finance and Facilities Committee**

**SUBJECT:** Amendments to University Regulation UCF-4.0292 Potentially Hazardous Events

**DATE:** May 21, 2015

---

**PROPOSED COMMITTEE ACTION**

Approve amendments to University of Central Florida Regulation UCF-4.0292 Potentially Hazardous Events.

**BACKGROUND INFORMATION**

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.”

Regulation UCF-4.0292 is being amended to clarify and improve procedures for groups and individuals to propose and hold potentially hazardous events on university property. Potentially hazardous events are those that could reasonably be expected to create risk of harm to persons or property and include such things as events that involve fireworks, events that involve large crowds, and events such as parades. This regulation outlines the process for review and, as appropriate, approval or disapproval of such events.

---

**Supporting documentation:** Proposed Amended Regulation UCF-4.0292 (redline)

**Prepared by:** Youndy C. Cook, Deputy General Counsel

**Submitted by:** W. Scott Cole, Vice President and General Counsel



#### UCF-4.0292 Potentially Hazardous Events.

##### (1) Scope.

- (a) This regulation applies to the holding of potentially hazardous events on university controlled property. Excepted from this regulation are official events which are scheduled annually in university publications (classes, orientation, registration, etc.).
- (b) The provisions of this regulation are in addition to the provisions of other University regulations and university policies related to campus events. Related regulations include University Regulations UCF-4.029, 4.0293, and 4.0294. Definitions of key terms used in this regulation may be found in University Regulation UCF-4.029.
- (c) A potentially hazardous event is defined as any activity that could reasonably be expected to create a risk of harm to persons or of defacement or damage to public or private property. Examples of potentially hazardous events include, but are not limited to: bonfires; lighting of fireworks; events involving helicopters or other aircraft; motor vehicle races; gatherings in excess of 400 persons, including unregistered campus athletic events; marches (including any organized walks or runs); parades; outdoor events involving animals; any event involving the distribution of alcohol; ~~any outdoor event requiring electricity;~~ and any event on Memory Mall.

##### (2) Required Approvals.

- (a) Except as otherwise provided in paragraph (1)(a) above, any organization, university department, employee, or student must apply for and secure approval in advance before conducting or publicly announcing intent to conduct a potentially hazardous event on campus. In the case of a university employee, ~~concurrence~~ signature of the individual's supervisor is required in advance.
- (b) Applications for approval of a proposed potentially hazardous event shall be made in writing to the Office of Student Involvement using the Safety Action for Event Approval ~~Form~~ (SAFE Form), at least 15 calendar days in advance of the proposed event. For events that are anticipated to require additional time for departmental review (such as events where additional security will be required,

~~where campus streets will need to be closed, or where special arrangements will need to be made to protect university facilities), the university may require the applicant to initiate the SAFE Form approval process sooner. Failure to comply with the SAFE Form submittal deadline is grounds for the university to deny approval for the proposed event. Time limits can be shortened, unless this time limit is waived~~ by any University official required to approve the event (see below). The Environmental Health and Safety Office (EH&S), the Office of Student Involvement (OSI), or the UCF Police Department will, upon request, furnish the applicant with blank copies of this form. The form is also available at <http://www.safe.sdes.ucf.eduwww.GetInvolveducf.com>.

- (c) Each application shall be accompanied by proof of insurance as specified in subsection (6) below.
- (d) The applicant must deliver to the Office of Student Involvement a completed SAFE Form signed by (1) the faculty/staff advisor (if a student organization), an authorized department representative (if a university department or unit), the individual (if an individual), or the representative (if an organization other than a student organization); (2) Fraternity & Sorority Life (if a greek student organization); and (3) the facility/building coordinator (a person who has authority to approve an event at the event location as identified on the application). It is the applicant's responsibility to monitor the progress of the form by contacting OSI staff prior to the event. OSI staff will circulate applications to the following University officials for their information and approval:

- 1. UCF Police Department
- 2. ~~Campus-UCF~~ Landscape & Natural Resources
- 3. Facilities Operations
- 4. Environmental Health and Safety/Insurance
- 5. ~~Appropriate building coordinator~~Office of Student Involvement

~~When-After~~ the application has been circulated among the above University officials, the application will be returned to the Office of Student Involvement. ~~The Director of Student Involvement or designee must approve events proposed~~



~~by student organizations and students. For all other event applicants, the Director of Student Involvement or designee will receive the application for information and processing only.~~ The Office of Student Involvement or a designee will advise the applicant of the University's approval or disapproval of the event, and, if applicable, any conditions.

(3) Cancellations and Terminations.

- (a) Application or approval for conducting a potentially hazardous event may be cancelled by either the applicant or the university upon giving written notice to the other party.
- (b) Any event may be terminated at any stage by the University Police Department or any university official whose approval is required for the event if it is determined that the event is not being conducted strictly in accordance with the terms of the approved application, the event is or has become disruptive or unsafe, there are emergency circumstances, or the event is interfering with other events or with university operations. Additionally, an event may be terminated for failure to provide and maintain appropriate insurance, as outlined in paragraph (6).

(4) Applicant's Responsibility. In addition to securing university approval (on the SAFE Form) to conduct the event, applicants shall be responsible for ensuring:

- (a) The event is conducted as described in the approved application including any requirements thereon for clean-up, extra security, etc.
- (b) All restrictions placed on the event by the university are followed.
- (c) The event does not become disruptive or unsafe.
- (d) The event does not interfere with other events or university operations.
- (e) All other procedures applicable to campus events are followed (i.e., no damage to property, displays of proper size, etc.).

(5) University Assistance. If facilities and personnel are available, the University may be able to assist applicants by providing security, clean-up crews, etc., at cost. However, there is no assurance that such assistance will be available for any specific event.

(6) Insurance Requirements.

- (a) All potentially hazardous events must be covered by liability insurance. The University may also require that the applicant make security arrangements for the

event. The costs of such insurance or security shall be the responsibility of the applicant.

- (b) University ~~departments~~organizations acting as applicants shall contact the University's insurance officer to determine if the current UCF liability coverage provides the required protection or if a special rider must be obtained. Cost of such rider shall be charged to the applying department's account.
- (c) All other applicants must furnish at their own cost appropriate proof of adequate insurance from a company licensed to do business in the State of Florida by the Florida Department of Insurance.
- (d) Insurance Requirements. University-related and Non-University organizations must provide with their application a certificate of insurance provided by a company licensed to do business in the State of Florida, indemnifying and holding harmless the University, the Board of Trustees, and the Florida Board of Governors, and their officers and employees, from any and all liability, whatever its nature or description, caused by or resulting from the use or proposed use of the University facilities, in an amount not less than \$1,000,000 per occurrence. The applicant must provide with the application a certificate of insurance showing the Board of Trustees as an additional insured.

*Authority: BOG Regulation 1.001. History--New 5-28-85, Formerly 6C7-4.292, Amended 12-22-86, 7-27-92, 4-27-03, 11-20-06, 6-4-07, 06-09-08, Formerly 6C7-4.0292, Amended 1-15-2010, 2-5-15, \_\_\_\_\_-15.*

ITEM: FFC-5

**University of Central Florida  
Board of Trustees  
Finance and Facilities Committee**

**SUBJECT:** Amendments to University Regulation UCF-6.007 Traffic/Parking Regulation and Enforcement

**DATE:** May 21, 2015

---

**PROPOSED COMMITTEE ACTION**

Approve amendments to existing university regulation UCF-6.007 Traffic/Parking Regulation and Enforcement.

**BACKGROUND INFORMATION**

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.”

This regulation relates to campus traffic and parking requirements, including restrictions on parking and the requirement that any vehicle parked on campus must properly display a parking permit. This regulation is amended to include language to clarify that the university has no responsibility for vehicles and their contents on campus and other minor changes.

---

**Supporting documentation:** University Regulation UCF-6.007

**Prepared by:** Youndy C. Cook, Deputy General Counsel

**Submitted by:** W. Scott Cole, Vice President and General Counsel

## NOTICE OF PROPOSED REGULATION AMENDMENT

**Date:** May 21, 2015

**REGULATION TITLE:**  
Traffic/Parking Regulation and Enforcement

**REGULATION NO.:**  
UCF-6.007

**SUMMARY OF REGULATION AMENDMENT:** This regulation is amended to include language to clarify that the University has no responsibility for vehicles, and their contents, on campus. Additional minor changes made throughout.

**AUTHORITY:** BOG Regulation 1.001

**NAME OF PERSON WHO INITIATED PROPOSED REGULATION AMENDMENT:**  
Kris Singh, Director, Parking and Transportation Services

**COMMENTS CONCERNING THE PROPOSED REGULATION AMENDMENT SHOULD BE SUBMITTED WITHIN 14 DAYS OF THE DATE OF THIS NOTICE TO THE CONTACT PERSON IDENTIFIED BELOW.** The comments must identify the regulation you are commenting on.

**THE PERSON TO BE CONTACTED REGARDING THE PROPOSED REGULATION AMENDMENT IS:**

Regulations Administrator  
4365 Andromeda Loop  
Millican Hall, Suite 360  
Orlando, FL 32816-0015  
Phone: (407) 823-2482  
Fax: (407) 823-6155  
e-mail: [regulations@ucf.edu](mailto:regulations@ucf.edu)

**FULL TEXT OF THE PROPOSED REGULATION AMENDMENT:**

**UCF-6.007 Traffic/Parking Regulation and Enforcement.**

(1) General Information.

(a) Definitions.

1. The term "vehicle" shall include bicycles, motorcycles, automobiles, trucks, and other mobile equipment.



2. High Efficiency Vehicles: Vehicles which run on rechargeable batteries and gasoline engines combined or which use one or more electric motors or other non-fossil fuel for momentum. Only these vehicles will be allowed to park in spaces that have signs and/or stenciling that state "Hybrid Vehicles Only" or "HEV Parking Only". Only Electric Vehicles which require electricity for power may park in the parking spaces designated "Electric Vehicles Only". Vehicles parked in these spaces must be in the charging mode. Valid UCF parking permits must be displayed.
  3. Decals: Printed labels or hang tag permits issued by the university evidencing vehicle registration. For the purposes of this regulation, the words "decal" and "permit" are synonymous.
- (b) The University Parking and Transportation Advisory Committee serves as the principal advisory body to the president through the vice president for Administration and Finance, recommending policies and regulations that govern traffic and parking on the UCF campus. The committee shall consist of two (2) faculty members selected by the Faculty Senate Parking Advisory Committee; two (2) students appointed by the president of Student Government Association; two (2) staff members appointed by USPS Staff Council; one (1) ~~A~~administrative and ~~P~~professional employee appointed by the vice president for Administration and Finance. The vice president for Administration and Finance will appoint one additional member to serve as chair. The term of service shall be one (1) year. The committee may elect a vice-chair to serve in the absence of the chair.
  - (c) The University Parking Citation Appeals Committee is composed of up to two faculty (2) members, four (4) students, two (2) university employees and one (1) chair. The University Parking Citation Appeals Committee has jurisdiction over violations of the university's parking regulations. In those cases heard before it, this committee will render decisions adjudicating guilt and will impose appropriate monetary or restrictive penalties. The University Parking Citation Appeals Committee reports to the vice president for ~~A~~administration and ~~F~~finance.
  - (d) Applicability – The provisions of this regulation shall apply at all times to vehicles that are operated or parked on the UCF campus. The fines, penalties and other sanctions

against persons in violation of the provisions of this regulation will be enforced as follows:

1. In the case of a vehicle registered with the Department of Parking and Transportation, the university shall assess fines for parking violations against the person in whose name the vehicle is registered with Parking and Transportation Services.
  2. In the case of a vehicle not so registered, assessments for parking violations shall be made against the operator if it is determined that the operator at the time of the violation is associated with the university and, in fact, should have registered the vehicle with the Department of Parking and Transportation.
  3. If a vehicle is not registered with the university and the operator is not associated with the university, fines will be assessed against the vehicle's state registration vehicle certificate holder.
- (e) Responsibility – Unless otherwise noted, the Department of Parking and Transportation is responsible for the implementation and enforcement of this regulation and for resolution of disputes with regard to the university's parking and traffic regulations.
- (f) Authorizations.
1. Operation of a motor vehicle upon the campus of UCF is a privilege granted by the university. All vehicles parked on the university campus must be currently registered with the Department of Motor Vehicles and display a valid license tag. UCF adheres to Florida State Statutes regarding vehicle registration expiration dates.
  2. The university is authorized and reserves the right to regulate the use of any of its vehicle parking facilities for the exclusive use of designated groups or individuals.
  3. Any individual possessing a valid driver's license may operate a properly registered motor vehicle on the UCF campus in accordance with the provisions of these regulations.



4. UCF police officers, community service officers (CSO's) and parking patrollers are authorized to issue a university parking and traffic citation to any person or vehicle violating university parking and traffic regulations.
5. Vehicles are subject to immobilization or being towed from the campus, depending upon the need for such action, as set forth in these regulations.
6. UCF assumes no responsibility for vehicles, or their contents, parked on campus.

(2) Registration Regulations.

- (a) All motor vehicles parked on the UCF campus must be registered with the Department of Parking and Transportation and have the appropriate parking permit properly displayed while parked on campus. This includes vehicles used by evening and special students.

Exceptions to this requirement are as follows:

1. Vehicles displaying "government" license plates.
  2. Properly identified Government officials, such as FBI, ATF, US Customs, etc., who park on campus on official business, but whose vehicles are unmarked or do not bear "official" government-issued license plates, may be issued a parking permit free of charge, but for a period of no longer than one day per permit. These permits may be issued at either the Visitor and Parking Information Center or the Department of Parking and Transportation.
  3. Construction personnel and contractors engaged in projects on campus may park within the designated fenced enclosure of the construction site without a UCF parking permit.
  4. Visitors ~~need not register their vehicles but~~ shall comply with subparagraph (i)17 below.
- (b) Registration of more than one automobile and one motorcycle is permissible by paying full price for each permanent decal. A hang tag permit transferable from automobile to automobile is also available; however hang tags cannot be transferred from an automobile to a motorcycle.
  - (c) The vehicle registration year begins September 1 and ends August 31 the following year. Each vehicle must be registered with permit properly displayed no later than the first day of classes of each semester.

- (d) All individuals who register their vehicles at the university must register them online. Registrants may pay for their parking permits online with a credit card or pay for them in person at the Department of Parking and Transportation in Parking Garage B.
- (e) Decal Display – Issued decals, except hang tags, are to be permanently affixed to the registered vehicle. Decals must be affixed either to the left rear bumper or on the outside of the rear windshield of the driver’s side. Motorcycle decals must be affixed to the right front fork. Decals not affixed in accordance with instructions will result in a citation for improper display.
- (f) Hang tag permits must be displayed on the rear view mirror with the permit number and expiration date visible and legible from the exterior of the vehicle.
- (g) Registrants must register their own vehicle. The Department of Parking and Transportation must be notified of any change in ownership or license plate number.
- (h) Permanent decals are not transferable between individuals or vehicles. Upon sale or other disposal of a registered vehicle, the permanent decal must be destroyed unless the registrant wishes to purchase a replacement decal. If the registrant wishes to purchase a replacement decal, the registrant must remove the original decal from the disposed vehicle and return it (or sufficient fragments thereof, including the decal number) to the Department of Parking and Transportation as proof that the original decal is no longer in use.
- (i) Parking permits are sold or issued under the following guidelines:
  - 1. Only the university president, vice presidents, deans and others as approved by the University Parking and Transportation Advisory Committee are eligible to purchase “A” permits. An “A” permit authorizes parking in a 24-hour reserved space, as well as in any other legal parking space on campus that is not reserved for 24 hours daily use. Only a limited number of 24-hour reserved spaces are available.
  - 2. Except as provided otherwise above in subparagraph (i)1., faculty members, administration and professional (A & P) staff, and USPS employees in pay grade 24 and above must purchase “B” permits. “B” permits authorize parking in designated “B”, “C”, and “D” parking areas or in any unreserved parking garage on the campus. Adjunct faculty members may purchase either a “B”, “C”, or

Daily Permit, but they must park in the type of facility designated by the permit they choose, or in any unreserved parking garage.

3. Except as provided otherwise above in subparagraph (i)2, full-time USPS staff are eligible to purchase only "C" permits. "C" permits authorize parking in designated "C" and "D" parking areas only, or in any unreserved parking garage on the campus. Persons who work on campus on a regular basis but are not university employees must purchase "C" permits only.
4. All non-student OPS employees may purchase "C" permits only and must park in designated "C" and "D" parking areas only or in any unreserved parking garage on the campus.
5. All students who do not live on campus may purchase only "D" permits. "D" permits authorize parking in designated "D" parking areas only or in any unreserved parking garage on the campus. Graduate Teaching Assistants, Graduate Research Assistants and all other student OPS employees must purchase only "D" permits.
6. All students, staff and faculty parking motorcycles, mopeds, or motor scooters on campus must purchase motorcycle ("MC") permits. "MC" permits authorize parking in designated motorcycle spaces only.
7. Eligible non-UCF employees of the Central Florida Research Park may purchase only "C" permits. A "C" permit authorizes parking in designated "C" and "D" areas only as well as in any campus unreserved parking garage.
8. Residential students who reside in the Apollo, Libra, Nike, Hercules, and Neptune communities must purchase only "R" permits. "R" permits allow parking in all "D" and "R" designated parking areas and any unreserved parking garage, however, overnight and game day restrictions apply.
9. Residential students who reside in the Lake Claire community must purchase only "RL" permits. "RL" permits allow parking in all "D" and "RL" parking areas and any unreserved parking garage, however, overnight and game day restrictions apply.
10. Students who reside in the Towers at Knights Plaza must purchase only "KP" permits. "KP" permits allow parking in parking garage E or G and any



designated “D” parking area and any unreserved parking garage; however, posted overnight and game day restrictions apply.

11. Students who are enrolled in the programs offered by the Center for Multilingual Multicultural Studies (CMMS) ~~must~~ may purchase only “DIT” permits. “DIT” permits allow parking in all designated “D” parking areas and any unreserved parking garage. “DIT” permits are valid on a specific vehicle and have a specified expiration date to concur with the program term dates as denoted by CMMS.
12. Employees and students at the Rosen campus must purchase “Rosen College” permits. A “Rosen College” permit authorizes parking only at the Rosen campus.
13. Employees of the Athletics Department, UCF Convocation Corporation (UCFCC), and the Arena, may be issued “F” permits. Approval to purchase an ‘F’ permit must be granted by a designee of the Athletics Department or UCFCC. An “F” permit authorizes parking in parking garage F or any other parking lot or unreserved parking garage that is equivalent to the permit they are issued. “F” permits may be red or blue.
14. Special guests of the university, including but not limited to fully retired UCF employees, eligible campus ministry personnel and State Auditors, shall be issued “G” permits, subject to the availability of such permits. A “G” permit authorizes parking in any legal parking space on campus other than those reserved twenty-four (24) hours a day. Requests for this permit shall be submitted to the Department of Parking and Transportation. Retirees who return to work in a full-time position with benefits are not eligible to receive a “G” permit.
15. Employees and students of the Health Sciences Campus must purchase an “M” permit of the appropriate classification (“BM”, “CM”, or “DM”). “M” permits allow parking at the Health Sciences Campus and the UCF main campus in “B”, “C”, or “D” lots as their permit designates.
16. Vendor permits are available to vendors who conduct business on the university campus and have a need to park close to buildings to load/unload materials. Vendor permits allow parking in all Service Vehicles Only spaces and any “C” or “D” parking lot or unreserved parking garage. University Departments located off campus may purchase vendor permits for short term, official business only. If



heavy lifting of materials is not required, a staff hang tag may be purchased instead. Vendor permits are not intended to be used to provide convenient parking or an alternative to purchasing a parking permit. Departments that purchase vendor permits are specifically prohibited from allowing students to use the permits to go to class. Departments in violation of this regulation will have their permit rescinded. Vendors who need a permit on an infrequent basis may purchase a daily permit that can be used as a vendor permit. In such cases vendors must inform ~~Visitor and Parking Information Center~~ Parking and Transportation Services personnel of their need for a vendor parking permit.

17. Visitors to the campus shall purchase a daily visitor's parking permit at the Visitors and Parking Information Center or the Department of Parking and Transportation. This permit is to be displayed on the vehicle as instructed and authorizes parking in student ("D") parking lots and unreserved parking garages unless otherwise directed by parking services personnel. Daily permits are valid from time of purchase until 11:59 p.m. of the date purchased. Visitors may also park in any metered parking space by paying the appropriate parking meter fee. Meters may be enforced 24 hours a day, unless otherwise posted.
18. Persons holding current, permanent state-issued disabled parking permits, disabled veteran or wheelchair license plates, or temporary state disabled parking permits are required to purchase a UCF parking permit of appropriate classification, i.e., "B," "C," or "D," or "Daily Visitor" to park on the campus.
  - a. Disabled persons with such appropriate permits may park in any available disabled parking space on the campus, including unreserved parking garages, except for those spaces that are restricted, such as designated 24-hour reserved or service parking spaces.
  - b. State-issued disabled parking permits or license plates and a valid UCF parking permit, or daily visitor permit must be properly displayed on the vehicles.
  - c. Vehicles bearing disabled permits may also park in any other unreserved parking space on the campus.

19. Temporary parking permits must be obtained when an unregistered substitute vehicle is being parked on campus. A temporary permit may be obtained at the Visitors and Parking Information Center or at the Department of Parking and Transportation during business hours. A temporary permit for substitute vehicles is issued at no charge and allows the same parking privileges as does the permanent decal for which it substitutes. A temporary permit shall be issued for a maximum period of fourteen (14) days. A maximum of six (6) temporary permits may be issued to a vehicle in a single semester. Failure to obtain a temporary permit will result in a citation for no permit. A temporary permit shall be displayed on the vehicle rearview mirror facing forward.
20. Patients of UCF Health Services and UCF Counseling Center or Wellness and Health Promotion Services:
  - a. Health Services: Both a valid UCF parking permit and Health Services parking pass must be properly displayed when parking in Health Services patient spaces. The Health Services pass must be obtained from the reception desk located in Health Services.
  - b. Counseling Center: Both a valid UCF parking permit and Counseling Center parking pass must be properly displayed when parking in the Counseling Center patient spaces. The Counseling Center pass must be obtained from the reception desk located in the Counseling Center.
  - c. Biofeedback Clients: Both a valid UCF parking permit and Biofeedback Center parking pass must be displayed when parking in the Biofeedback client spaces. The Biofeedback pass must be obtained from Wellness and Health Promotion Services.
21. Replacement permits:
  - a. Replacement decals, including replacement for a stolen permit, shall be issued for \$15.00 for ~~an annual~~ a multi-semester permit and \$7.50 for a one semester permit provided the original permit is returned (even if in remnants) or proof of sale of the original vehicle is presented. Every effort should be made to keep the removed permit's number intact. If a permit is

stolen, a police report must be filed and a stolen permit form signed before the replacement permit may be issued.

- b. When the original permit or sufficient remnants thereof, is not returned or proof of sale is not provided, the replacement fee shall be the full fee in effect at the time of the replacement. The full fee also applies to permits to replace those that are reported lost.

(3) Parking Regulations.

- (a) The responsibility of locating a legal parking space rests with the motor vehicle operator. Lack of a convenient space shall not be considered as a valid excuse for violation of any parking regulation. The fact that a person parks or observes others parking in violation of any parking regulation without being cited does not mean that the regulation is not in effect.
- (b) Except as noted herein, all parking regulations apply twenty-four (24) hours a day, seven (7) days a week and parking areas are restricted to specific decal or decals as designated by posted signs or curb markings. However, between the hours of 5:30 p.m. and 7:00 a.m. any vehicle with a valid parking permit may use any "B" (Faculty), "C" (Staff) or "D" (Student) parking space except where otherwise specified by appropriate signs or markings. "A" (Reserved 24 hours), "Service Vehicle Only" parking spaces, and disabled parking spaces shall not be used at any time except by vehicles with decals or certification authorizing use of these specific spaces.
- (c) Metered parking is enforced twenty-four hours a day, seven days a week. Drivers of all vehicles using metered spaces are responsible for paying the posted meter fees.
- (d) The following parking practices are specifically prohibited:
  - 1. Parking on lawns, landscaped areas, sidewalks, or other areas not specifically designated by signs or curb markings as parking areas. The absence of a "No Parking" sign does not mean parking is permissible in an area.
  - 2. Double parking, parking any portion of a vehicle outside designated lines or beyond a post or other delineation device indicating a valid parking space or row.
  - 3. Blocking traffic, other parked vehicles, service areas or spaces, roadways, crosswalks, or wheelchair access aisles and ramps.



4. Parking in an access lane. An access lane is any area that is not designated as a parking space and that provides an avenue for traffic flow.
5. Except as noted in paragraphs (b) and (c) above, parking in any space designated for decals other than the one displayed on the vehicle.
6. Parking in a metered space after the purchased amount of time has expired.
7. Unauthorized parking in 24-hour reserved "A" parking spaces.
8. Unauthorized parking in designated service areas.
9. Parking an unregistered vehicle without a valid parking permit anywhere on the UCF campus.
10. Failure to display parking permits properly: not permanently affixed, improperly placed, or not displayed on the vehicle for which purchased.
11. Failure to cancel registration or to destroy parking decal upon disposal of the registered vehicle.
12. Unauthorized or fraudulent use of a parking permit.
13. Parking a bicycle in a motor vehicle space, on disabled ramps, in areas designated by signs as no bicycle parking, on sidewalks or crosswalks, or in any way to impede ingress or egress of a building.
14. Parking a motorcycle in a motor vehicle space, or any space not designated as motorcycle parking.

(4) Disposition of Parking Citations.

- (a) Payments of non-contested parking citations must be received by the Department of Parking and Transportation within ten (10) working days from the date of citation issue. A late charge of \$10.00 shall be assessed each citation if payment is received after the ten (10) working day period. Payments shall be made by mail, in person, by telephone, online (at [www.citationappeals.ucf.edu](http://www.citationappeals.ucf.edu) ), or by deposit in campus fine collection boxes. Campus fine collection boxes are yellow and located throughout the campus.
- (b) Once a citation has been placed on the vehicle, Parking and Transportation personnel have no further responsibility of notification.
- (c) When an individual tenders more than forty-nine (49) pennies in payment of a fine, the Department of Parking and Transportation shall make suitable coin wrappers available



and the individual paying a fine shall present the pennies wrapped in \$.50 increments before a fine payment in pennies is accepted.

- (d) Any person who alleges being unjustly ticketed shall appeal the citation online at [www.citationappeals.ucf.edu](http://www.citationappeals.ucf.edu) within ten (10) working days from the date the citation was issued. The Director of the Department of Parking and Transportation or an authorized designee shall ~~delete-eliminate~~ late charges or dismiss the citation altogether if it is determined to have been issued in error. Appeals not sustained by the director or specified designee shall be heard by the Parking Citation Appeals Committee. Individuals requesting appeals shall be notified of their scheduled hearing date at the time his or her appeal is submitted online. A reminder of the notification will be emailed to the appellant prior to the scheduled appeal date. In addition, appellants shall be notified by email of the committee's decision subsequent to the appeal being heard. Fees assessed due to a vehicle's immobilization may not be appealed.
- (e) The decisions of the Parking Citation Appeals Committee shall be based upon the provisions set forth in this regulation and extenuating circumstances, if any, and are final and binding, except as set forth herein. A student may request a second level of appeal by submitting a written appeal with the Student Government Association's Judicial Council within ten (10) -business days upon receiving notification that the original appeal to the Parking Citation Appeals Committee was heard and denied; however, citations that have been appealed and assessed an administrative fee will not be accepted or granted and the administrative fee will apply. The Student Government Association is responsible for establishing the appeal procedure for this second level of appeal. The decision of the Judicial Council is final and binding and no further appeals shall be permitted. For purposes of this appeal process, "student" shall be defined to mean a person enrolled in classes at UCF as of the date of the parking citation.
- (f) The following reasons will not be accepted by the Judicial Council as grounds to dismiss or reduce a citation. This is not an all-inclusive list:
  - 1. Disagreement with the traffic and parking regulations
  - 2. Ignorance of the regulation
  - 3. Stated inability to find a permitted parking space
  - 4. Operation of the vehicle by another person

5. Tardiness to class and/or appointment
6. Inability to pay fine (lack of money)
7. Displayed expired permit
8. Traffic congestion
9. Stated perception that designated parking area is not safe
10. To delay paying the fine for an appealed citation
11. Unsupported evidence of direction by any university official

(g) Students should consider the following when choosing to file an appeal with the Judicial Council:

1. Make sure the reason for the appeal is not one of those listed in subsection ~~4(f)~~ above.
2. The student must prepare a concise written and/or oral statement not to exceed five minutes.
3. The Judicial Council will contact the student within three (3) business days to schedule a hearing. The case will be scheduled within ten (10) business days upon the Judicial Council receiving notice of the appeal. If the student does not appear for the hearing in person before the Judicial Council, the original decision of the Parking Appeals Committee will be sustained. The Director of Parking and Transportation Services does not have the authority to overturn the decision of the Judicial Council.

(5) Vehicle Immobilization.

(a) Vehicles are subject to immobilization under the following circumstances:

1. The vehicle has accumulated three or more unpaid parking citations, or unpaid citations totaling \$200.00 or more in fines.
2. Possession of, using, or displaying a fraudulent/unauthorized parking permit. Violators may also be subject to referral to the Office of Student Conduct.
3. For law enforcement purposes, in which case an immobilization release fee ~~will~~ may not be charged.

(b) Cost of release from immobilization is \$50.00 and payment of all unpaid citations. Citations issued up to time immobilization are not allowed to be appealed. Release is

available from Parking Services personnel Monday through Friday 7:30 a.m. to ~~8:30~~8:00 p.m.

(6) Tow away – Vehicles are subject to being towed from campus at the owner's expense under the following circumstances:

- (a) The vehicle is parked in a hazardous manner, blocking traffic, roadways, crosswalks, sidewalks, disabled ramps, or creating a hazard such as leaking gasoline.
- (b) The vehicle is parked in a space reserved twenty-four (24) hours per day.
- (c) When arrangements to release an immobilized vehicle have not been made within forty-eight (48) hours of the original immobilization.
- (d) When the vehicle is abandoned on campus for any reason whatsoever for more than forty-eight (48) hours.
- (e) When immobilization is not appropriate due to vehicular construction.
- (f) When the vehicle owner has previously removed or attempted to remove an immobilization device without authorization.
- (g) When the vehicle is parked in a parking lot or garage during posted time restrictions.

(7) Revocation of Campus Parking Privileges – The Director of the Department of Parking and Transportation shall revoke the privilege of any person to park a vehicle on campus for a period of one year when it is determined that:

- (a) That person falsifies or willfully misrepresents vehicle registration information.
- (b) That person, whether the owner or operator, displays a fraudulent permit on a vehicle.
- (c) That person has accumulated six (6) or more parking citations during an academic year.

(8) Administrative Penalty for Non-Payment of Parking Citations – A student who is delinquent in the payment of parking citations shall not be permitted to register for class, drop or add classes, receive transcripts or diplomas until the debt has been satisfactorily resolved.

(9) Traffic Regulations.

- (a) Florida Uniform Traffic Control Law, Chapter 316, F.S., as well as Chapter 320 F.S., is in effect on campus at all times.
- (b) Campus speed limits are 10 mph in parking lots and parking garages and 30 mph on roads unless otherwise posted.



- (c) It is a violation to drive or park in an opposing direction than indicated by signs, flow of traffic or directional arrows. Back in parking is allowed unless prohibited by posted signage located at entrances to parking lots or garages.
- (d) Parking bicycles, scooters or vehicles on grass or on sidewalks not used as access areas is a violation. Conveyances used by disabled persons are exempt from this regulation.
- (e) State of Florida Uniform Traffic citations issued on campus by university police officers are referred to appropriate local government courts for disposition.

*Authority: BOG Regulation 1.001. History—New 3-22-76, Amended 8-19-82, 5-5-83, 8-14-83, Formerly 6C7-6.07, Amended 8-1-88, 9-20-89, 8-12-90, 7-21-91, 10-11-92, 9-8-93, 9-15-96, 8-14-02, 12-8-03, 8-14-05, 6-27-06, 8-15-06, 6-25-07, 7-31-08, Formerly 6C7-6.007, Amended 7-1-09, 6-24-10, 7-7-11, 3-16-12, 7-23-13, 9-2-14, \_\_\_\_-15.*



ITEM: **FFC-6**

**University of Central Florida  
Board of Trustees  
Finance and Facilities Committee**

**SUBJECT:** Minor Amendment to Campus Master Plan—New Temporary Athletics Parking Area

**DATE:** May 21, 2015

---

**PROPOSED COMMITTEE ACTION**

Approve a minor amendment to the University of Central Florida Campus Master Plan to set aside three acres of currently undeveloped land in the northeast sector of campus, south of the softball field, for a grassed parking lot to be called “Temporary Athletics Football Game Day Parking.”

**BACKGROUND INFORMATION**

The purpose of the proposed amendment is to approve a temporary parking lot in the Capital Improvements List, Urban Design, Recreation and Open Space, and Future Land Use Elements of the 2015 Campus Master Plan. The Temporary Athletics Football Game Day Parking will provide overflow parking for football game days and other events. This 250-capacity, overflow parking lot will replace the 233 spaces lost in lot D1 with the construction of the new Global UCF building.

This minor amendment needs only Board of Trustees approval for adoption.

---

<b>Supporting documentation:</b>	Memorandum from Maria Yebra-Teimouri (Attachment A) Project Location (Attachment B) Capital Improvements List (Attachment C) Urban Design Map (Attachment D) Future Land Use Map (Attachment E) Recreation and Open Space Map (Attachment F)
<b>Prepared by:</b>	Lee Kernek, Associate Vice President for Administration and Finance
<b>Submitted by:</b>	William F. Merck II, Vice President for Administration and Finance and Chief Financial Office

Attachment A

**MEMORANDUM**

**TO:** W. Scott Cole, Vice President and General Counsel  
**FROM:** Maria Yebra-Teimouri, Coordinator, Facilities Planning  
**SUBJECT:** Minor Amendment to 2015 Campus Master Plan  
**DATE:** May 21, 2015

---

The University of Central Florida proposes a minor amendment to its 2015 Campus Master Plan to amend the Capital Improvements, Urban Design, Future Land Use, and Recreation and Open Space Elements in order to add a grassed parking lot in the northeast sector of campus, south of the softball field. This location is the most practical and cost effective land in the northeast sector to develop into parking. It is contiguous to the existing softball parking lot and would only require extending the existing access road by approximately 120 feet. The new parking area is to consist of a three-acre Bahia grass lot with the capacity of accommodating 250 cars. The construction of the Global UCF building led to the loss of 233 parking spaces in lot D1. This lot, called "Temporary Athletics Football Game Day Parking," would serve as needed overflow parking during game days and other events.

Please find below an analysis of the statutory thresholds and university responses that reflect the nature of the amendment request as a minor amendment. The thresholds are referenced under section 1013.30(9), F.S.

An amendment to a campus master plan must be reviewed and adopted under subsections (6)-(8) if such amendment, alone or in conjunction with other amendments, would:

- (a) Increase density or intensity of use of land on the campus by more than 10 percent;

University Response: The proposed Temporary Athletics Football Game Day Parking increases the Recreation and Open Space land use by three acres. UCF currently has 108.46 acres of activity-based recreation and open space. This grassed parking lot constitutes three acres of activity-based recreation and open space land use resulting in a 2.76 percent increase in density or intensity of land use, which does not trip the 10 percent threshold for the use of land.

Attachment A

- (b) Decrease the amount of natural areas, open space, or buffers on the campus by more than 10 percent:

University Response: The proposed parking lot takes a natural, undeveloped area and changes it to a grassed, open space. As a result, this amendment will not decrease the combined, existing natural areas, open space, or buffers on campus.

- (c) Rearrange land uses in a manner that will increase the impact of any proposed campus development by more than 10 percent on a road or on another public facility or service provided or maintained by the state, the county, the host local government, or any affected local government.

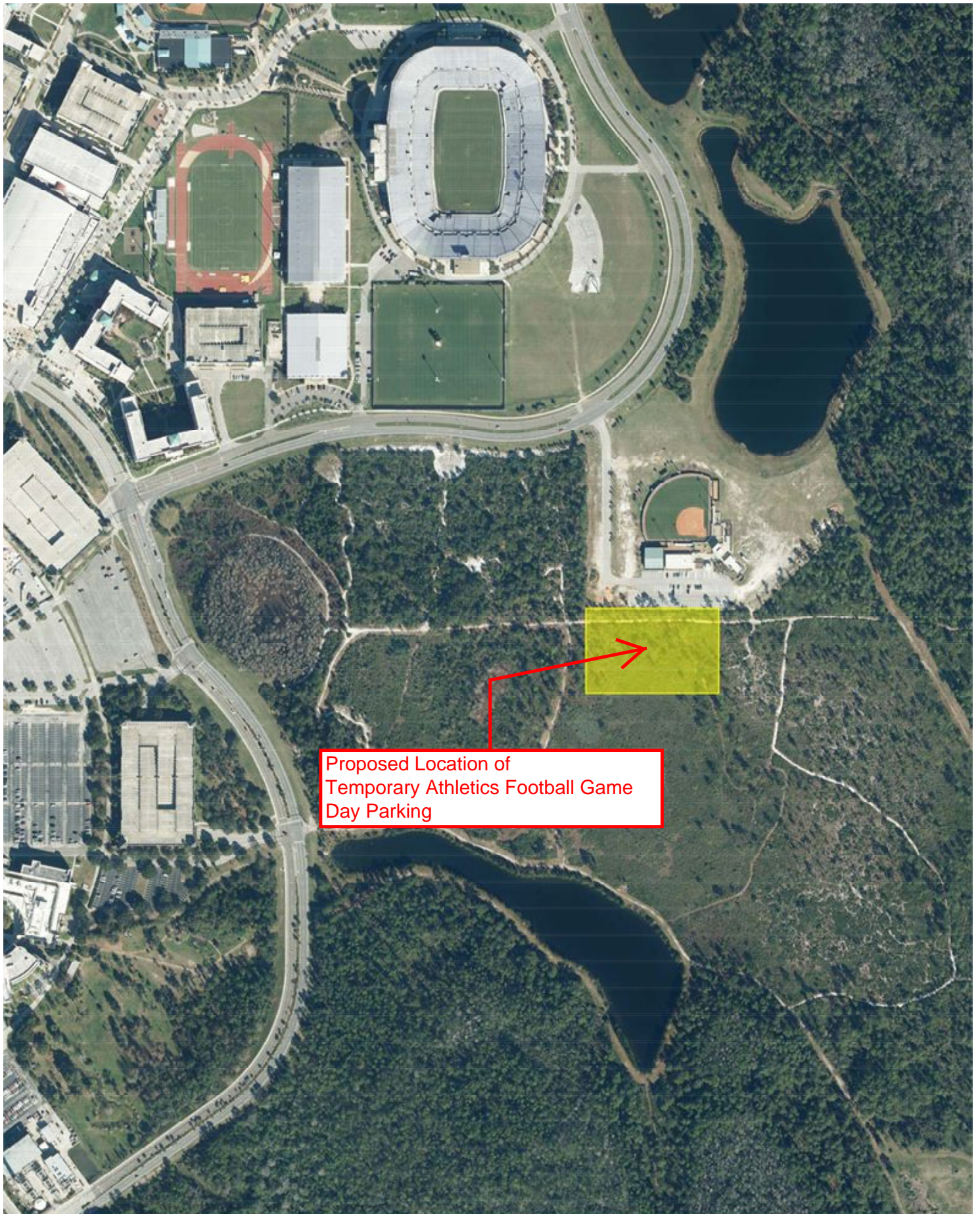
University Response: The proposed grassed parking lot is a contiguous expansion of an existing lot and only extends the existing access road by approximately 120 feet. It will not generate an increase in capacity on any proposed campus development, road, or public facility by greater than 10 percent, since this new, 250-capacity parking lot is making up for the loss of 233 surface parking spaces in lot D1 due to the construction of the UCF Global building. This is only an increase of 17 parking spaces and consequently a less than 10 percent impact on a road or service provided or maintained by the state, county, host local government, or any affected local government.

In summary, the proposed land use change does not exceed the amendment threshold criteria in 1013.30 (9), F.S. and may therefore be treated as a minor amendment.

Thank you for your time and attention to this matter. If you require additional information, please contact me at (407) 823-3893.



Attachment B



Proposed Location of  
Temporary Athletics Football Game  
Day Parking



# Finance and Facilities Committee Meeting - Finance and Facilities Items

## Attachment C

UNIVERSITY OF CENTRAL FLORIDA													
CAPITAL IMPROVEMENTS LIST													
MAIN CAMPUS FTE		Fund	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	
PROJECT LIST 2015 -25		Type	YR #1	YR #2	YR #3	YR #4	YR #5	YR #6	YR #7	YR #8	YR #9	YR #10	Net
Revised 04/23/2015													Gross
													Total Estimated Cost (\$M)
1	ENGINEERING BUILDING I RENOVATION	PECO	\$13,954,277	\$925,000									118,156
2	MATHEMATICAL SCIENCES BUILDING REMODELING AND RENOVATION	PECO	\$9,422,105	\$760,000									100,386
3	UTILITIES INFRASTRUCTURE	PECO	\$14,000,000	\$14,000,000	\$14,000,000	\$14,000,000	\$14,000,000	\$14,000,000	\$14,000,000	\$14,000,000	\$14,000,000		N/A
4	LIBRARY RENOVATION PHASE II	PECO/CITF	\$5,500,000	\$29,500,000	\$5,500,000								222,387
5	INTERDISCIPLINARY RESEARCH AND INCUBATOR FACILITY	PECO	\$5,924,183	\$33,852,470	\$5,924,183								78,676
6	ICT VC CLASSROOM BUILDING	PECO	\$7,500,000										100,396
7	ARTS COMPLEX PHASE II (PERFORMANCE)	PECO	\$5,000,000	\$40,000,000	\$5,000,000								150,594
8	MILICAN HALL RENOVATION	PECO		\$349,418	\$6,363,058	\$349,418							87,742
9	BUSINESS ADMINISTRATION RENOVATION	PECO		\$9,475,843	\$494,001								118,624
10	CHEMISTRY RENOVATION	PECO		\$599,843	\$9,815,338	\$599,843							43,265
11	FACILITIES & SAFETY COMPLEX RENOVATION	PECO			\$4,896,238								49,073
12	VISUAL ARTS RENOVATION AND EXPANSION	PECO			\$3,000,000	\$24,000,000	\$3,000,000						85,000
13	MULTI-PURPOSE RESEARCH AND EDUCATION BUILDING	PECO		\$2,779,189	\$22,235,512	\$2,779,189							47,310
14	COLLEGE OF NURSING	PECO, C		\$3,476,712	\$27,813,698	\$3,476,712							119,206
15	PARTNERSHIP IV	PECO	\$2,450,000	\$19,600,000	\$2,450,000								78,294
16	BOW AND PHILLIPS HALL RENOVATION	PECO			\$6,564,998	\$652,249							86,905
17	COLBOURN HALL RENOVATION	PECO			\$7,865,978	\$410,075							75,500
18	FERRERL COMMONS (E AND G SPACE) RENOVATION	PECO			\$6,564,998	\$652,249							86,149
19	COLLEGE OF SCIENCES BUILDING RENOVATION	PECO			\$317,437	\$2,536,494	\$317,436						40,580
20	REHEARSAL HALL RENOVATION	PECO			\$48,007	\$384,055	\$48,006						9,322
21	CLASSROOM BUILDING III	PECO		\$2,400,000	\$19,200,000	\$2,400,000							53,532
22	FACILITIES BUILDING AT LAKE NONA	R.P.		\$600,000	\$4,800,000	\$600,000							13,866
23	RECYCLING CENTER	PECO		\$2,300,000	\$18,400,000	\$2,300,000							26,666
24	HUMANITIES AND FINE ARTS II (Phase I)	PECO		\$2,772,353	\$17,060,631	\$2,772,353							86,362
25	SIMULATION AND TRAINING BUILDING	PECO		\$2,370,336	\$18,410,374	\$2,370,336							39,950
26	BUSINESS ADMINISTRATION III BUILDING	PECO		\$1,384,527	\$12,307,012	\$1,384,527							41,118
27	EDUCATION BUILDING II	PECO		\$2,062,318	\$15,594,083	\$2,062,318							51,479
28	BAND BUILDING	PECO		\$455,045	\$2,800,279	\$455,045							10,024
29	ARTS COMPLEX PHASE III	PECO		\$1,210,857	\$7,627,447	\$1,210,857							25,447
30	SOCIAL SCIENCES FACILITY	PECO											
31	COASTAL BIOLOGY STATION	PECO			\$2,500,000								
32	INTERDISCIPLINARY RESEARCH BUILDING II	PECO								\$2,370,336	\$17,330,596	\$2,370,336	40,543
33	CENTER FOR EMERGING MEDIA BUILD OUT	PECO											16,544
34	ROSEN STORAGE SHED	P	\$225,000										
35	ROSEN EDUCATIONAL FACILITY	P	\$12,000,000										
36	TEMPORARY ATHLETICS FOOTBALL GAME DAY PARKING	O	\$50,000										
37	PEGASUS HEALTH EXPANSION	P, B			\$10,000,000								
38	HUMANITIES AND FINE ARTS II (Phase II)	PECO								\$1,107,260	\$8,600,076	\$1,107,260	27,364
39	PARTNERSHIP CAMPUS	PECO											N/A
40	CAPITAL IMPROVEMENT RESERVE	PECO											N/A
41	SUSTAINABILITY CENTER (Phase I)	PECO, C								\$5,000,000			5,000
42	CIVIL AND ENVIRONMENTAL ENGINEERING	PECO, C		\$1,160,667	\$14,508,333	\$1,741,000							50,000
43	SUSTAINABILITY CENTER (Phase II)	PECO, C				\$5,000,000							5,000
44	(NOT USED)												0
45	CREATIVE VILLAGE GARAGE	P, B	\$15,000,000										
46	SPECIAL PURPOSE HOUSING AND PARKING GARAGE I	P, B	\$25,000,000										106,667
47	SPECIAL PURPOSE HOUSING II	P, B	\$8,000,000										21,333
48	PARKING DECKS	P, B	\$17,000,000										112,000
49	GRADUATE HOUSING	P, B	\$50,000,000										100,000
50	REFINANCE UCF FOUNDATION PROPERTIES	P, B	\$37,410,000										288,167
51	STUDENT HOUSING	P, B	\$50,000,000										149,333
52	GARAGE EXPANSION	P, B	\$5,000,000										33,891
53	CLASSROOM AND LAB BUILDING, LAKE NONA	P, B	\$23,475,603										60,976
54	FACILITIES BUILDING AT LAKE NONA	P, B	\$6,000,000										13,866
55	EXPO CENTER HOUSING	P, B	\$16,000,000										68,667
56	REGIONAL CAMPUSES MULTI-PURPOSE BUILDINGS	P, B	\$28,000,000										40,000
57	PARTNERSHIP GARAGE	P, B	\$7,000,000										994,500
58	PARKING DECK (ATHLETIC COMPLEX)	P, B	\$5,000,000										112,000
59	BASEBALL STADIUM EXPANSION PHASE II	P, B	\$4,500,000										3,800
60	BASEBALL CLUB HOUSE EXPANSION AND RENOVATION	P, B	\$1,000,000										
61	BRIGHTHOUSE NETWORKS STADIUM EXPANSION PHASE I-SEATING	P, B	\$11,000,000										N/A
62	WAYNE DENSCH SPORTS CENTER EXPANSION AND RENOVATION	P, B	\$1,000,000										12,000
63	TENNIS COMPLEX PHASE I	P, B	\$1,400,000										4,980
64	TENNIS COMPLEX PHASE II	P, B	\$1,000,000										
65	TENNIS COMPLEX PHASE III	P, B	\$2,000,000										
66	MULTI-PURPOSE MEDICAL RESEARCH AND INCUBATOR FACILITY	P, B	\$112,863,923										
67	HEALTH SCIENCES CAMPUS PARKING GARAGE I	P, B	\$15,000,000										
68	BIO-MEDICAL ANNEX RENOVATION AND EXPANSION	P, B	\$12,800,000										
69	OUTPATIENT CENTER	P, B	\$75,000,000										
70	DENTAL SCHOOL	P, B		\$75,000,000									
71	INFRASTRUCTURE AND SITEWORK LAKE NONA CLINICAL FACILITIES	P, B			\$10,000,000								
72	STRATEGIC LAND AND PROPERTY	P, B	\$100,000,000										
73	BRIGHTHOUSE NETWORKS STADIUM TOWER EXPANSION	P, B	\$5,000,000										14,225
74	TRACK AND SOCCER CLUB HOUSE	P, B	\$850,000										2,800
75	SOFTBALL PRACTICE FIELD	P, B	\$250,000										N/A
76	ATHLETICS PRACTICE FIELD	P, B	\$500,000										N/A
77	WOMENS COMPETITION AND PRACTICE FIELD	P, B	\$2,000,000										N/A
78	BASEBALL PRACTICE FIELD	P, B	\$400,000										N/A
79	BASKETBALL PRACTICE FACILITY	P, B	\$12,000,000										32,000
80	RECREATION AND WELLNESS CENTER PHASE III	P, B	\$20,000,000										5,200
81	LIFE SCIENCES INCUBATOR, LAKE NONA	P, B	\$30,000,000										96,667
82	EAST ATHLETICS CENTER	P, B	\$15,000,000										11,706
83	CARACOL BELLIZE	C		\$350,000									49,570
84	BURNETT BIO-MEDICAL SCIENCE CENTER INFRASTRUCTURE	C		\$7,500,000									6,271
85	ORLANDO REPERTORY THEATRE III RENOVATIONS	C		\$75,000	\$75,000								4,000
86	RESEARCH LAB LAKE NONA	C, P, B	\$6,412,845	\$92,286,758	\$9,180,000								132,018
87	(NOT USED)												0
88	HOTEL AND CONFERENCE CENTER	P	\$60,000,000										190,000
89	PARKING GARAGE VII	P		\$20,000,000									242,667
90	LIBRARY EXPANSION	CITF, P	\$44,114,399	\$40,471,926	\$40,471,926								109,703
91	LAKE CLAIRE RENOVATION	CITF	\$5,000,000										100,000
92	CREATIVE SCHOOL FOR CHILDREN	CITF	\$6,000,000										25,000
93	STUDENT UNION II (Phase I)	CITF	\$14,000,000										37,800
94	STUDENT UNION II (Phase II)	CITF	\$6,000,000										17,000
95	STUDENT UNION II (Phase III)	CITF	\$21,000,000										60,000
96	RWC PARK PHASE IV	CITF	\$5,000,000										32,000
TOTAL													
													New Campus Sq. Ft.
													Off Campus Sq. Ft.

Funding sources denote probable building completion year

Projects in green denote projects planned off-campus.

Projects in blue denote renovation and/or remodeling projects

\*Fund Types:

PECO (Public Education Capital Outlay), C (Courtesies), P (Private),

B (Bond), CITF (Capital Improvement Trust Fund), O (Other)



Attachment D

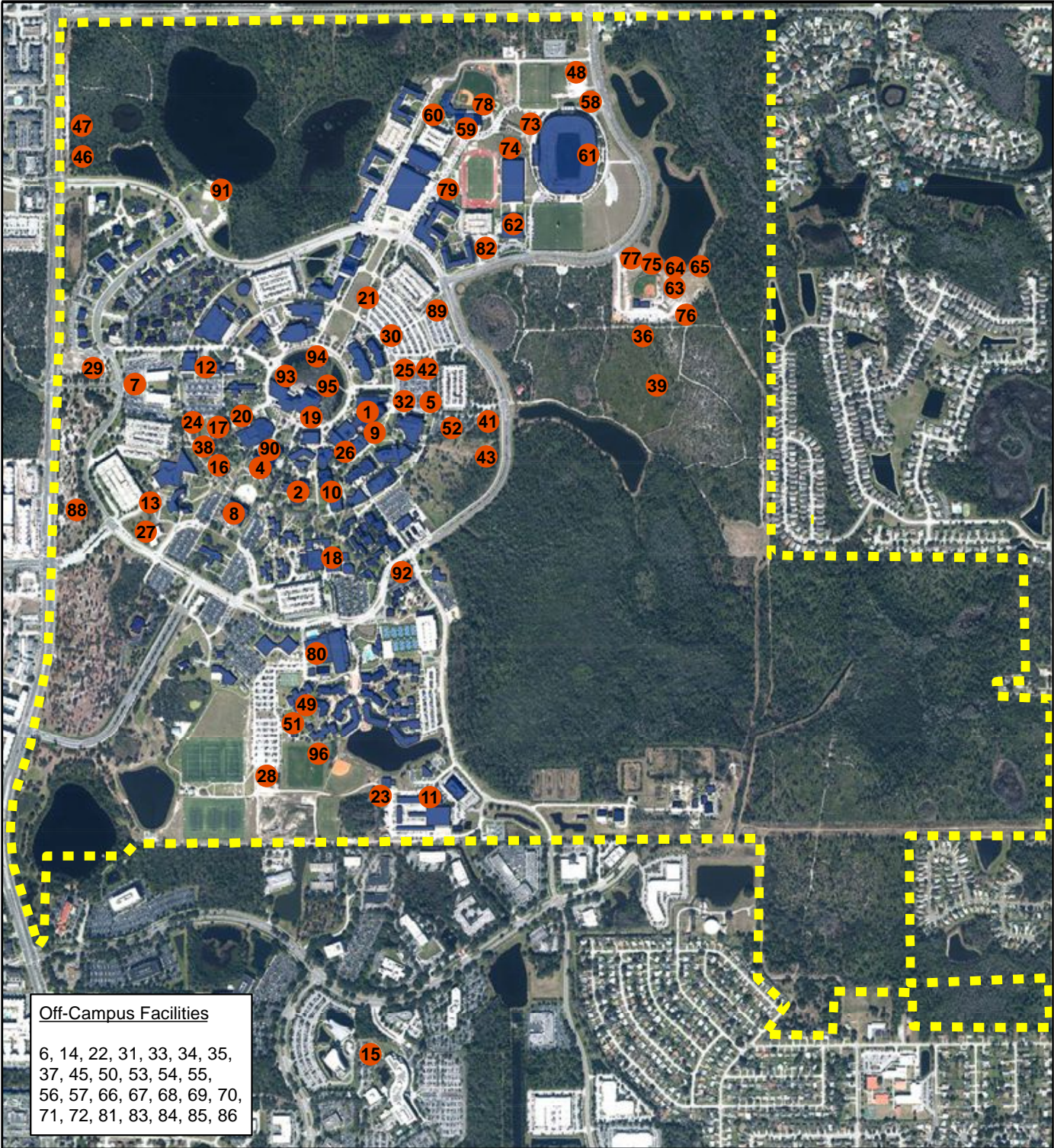


Figure 3-1

# Urban Design and Capital Improvements

Comprehensive Master Plan Update  
**University of Central Florida**  
Orlando, Florida  
2015-2025

All maps are diagrammatic and conceptual. The various areas shown are approximate and not to survey accuracy. The intent of these maps is to illustrate general areas of existing or potential use.

Rev. 20150408



Attachment E

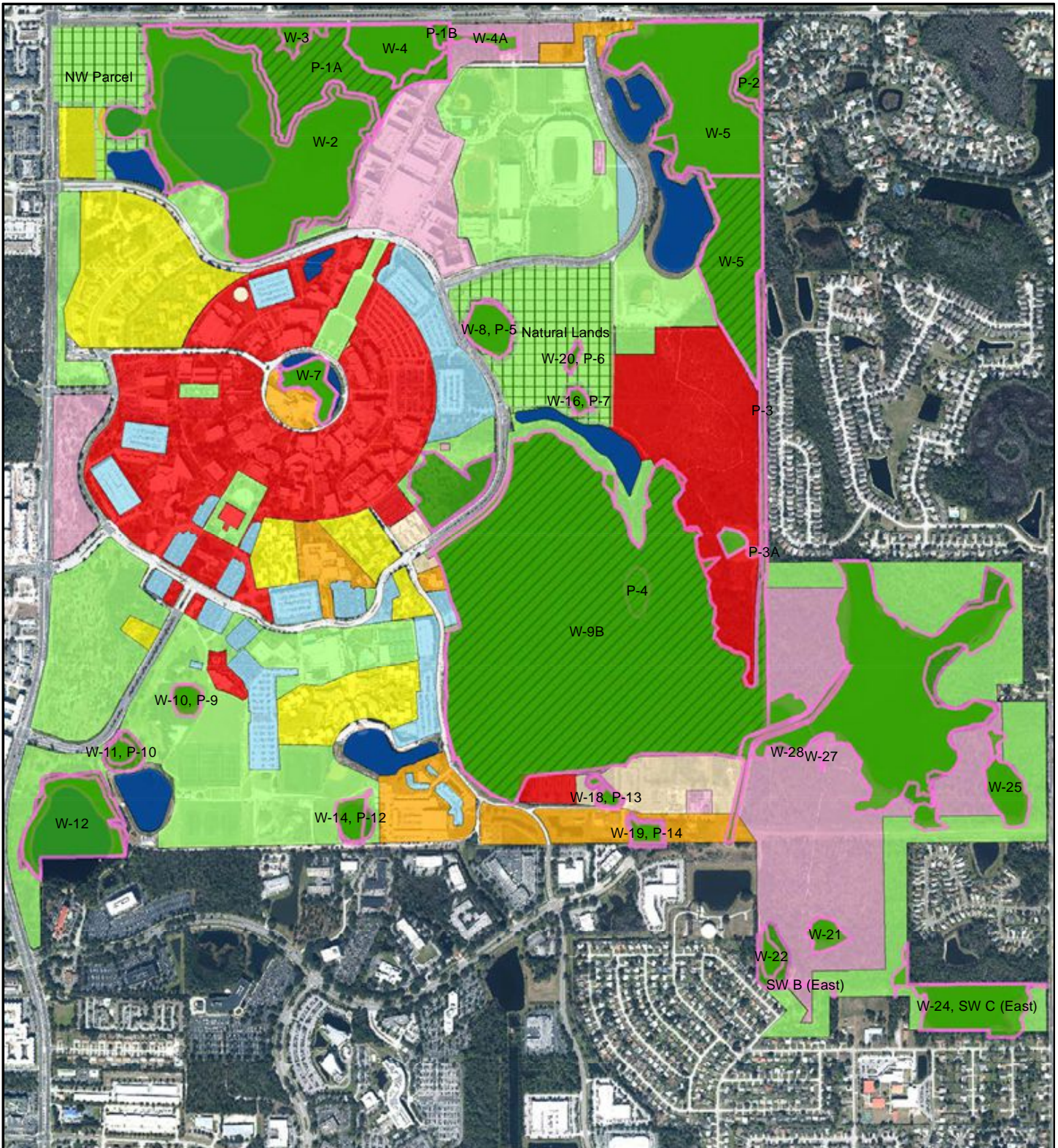


Figure 4-1

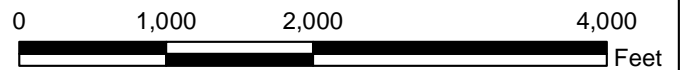
**Future Land Use**  
Comprehensive Master Plan Update  
**University of Central Florida**  
Orlando, Florida  
2015-2025

**Legend**

	Conservation (upland)		Academic/Research		Conservation Easements
	Conservation (Wetland)		Lakes		Residential
	Conservation Easement		Utility		Recreation/Open Space
	Parking		Conservation (wetland)		Mixed Use
	Support		Conservation (upland)		

All maps are diagrammatic and conceptual. The various areas shown are approximate and not to survey accuracy. The intent of these maps is to illustrate general areas of existing or potential use.

Rev 20150420





Attachment F

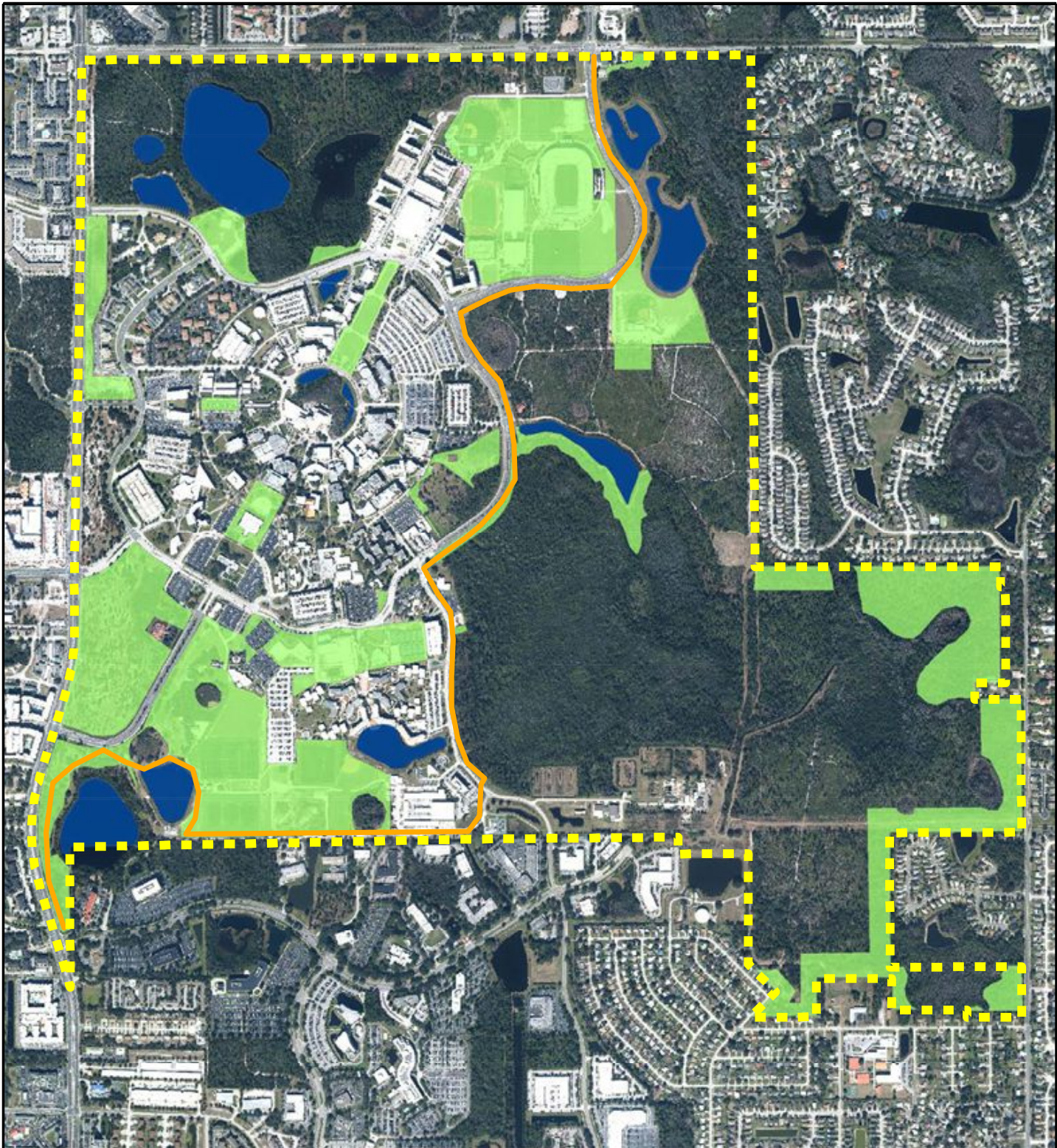


Figure 8-1

# Recreation and Open Space

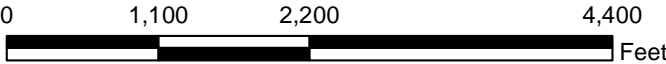
Comprehensive Master Plan Update  
**University of Central Florida**  
Orlando, Florida  
2015-2025

## Legend

- Boundary
- Proposed Little Econ Greenway Trail
- Recreation and Open Space
- Lakes and Ponds

All maps are diagrammatic and conceptual. The various areas shown are approximate and not to survey accuracy. The intent of these maps is to illustrate general areas of existing or potential use.

Rev 20150420





ITEM: FFC-7

**University of Central Florida  
Board of Trustees  
Finance and Facilities Committee**

**SUBJECT:** Refinancing of UCF Convocation Corporation Series 2005 A and B Certificates of Participation

**DATE:** May 21, 2015

---

**PROPOSED COMMITTEE ACTION**

Pursuant to the attached draft resolution, the UCF Convocation Corporation is requesting approval to refinance the outstanding arena tax-exempt and taxable bonds. In accordance with the university's Debt Guidelines, the refinancing does not increase the principal amount outstanding nor extend the amortization schedule. Present value savings exceed the recommended 5 percent. The current certificates of participation will be refunded with traditional revenue bonds to be issued by the UCFCC.

**BACKGROUND INFORMATION**

In 2005, the UCFCC issued \$107,430,000 in certificates of participation to construct a new arena and retail facilities and renovate the then-existing arena as part of a larger convocation project. The certificates mature in 2035 and are payable solely through revenues of the total project. The university also entered into a support agreement with respect to the certificates that provides that in the event the debt service coverage ratio should ever fall below 1.20 times, the university agrees to absorb the cost of utilities. Also pursuant to the support agreement, if the debt service reserve fund should ever be drawn upon, the university agreed to replenish the amount drawn from legally available revenues appropriated by the university for such purpose. The support agreement is being amended to clarify the university's obligations to benefit the holders of the revenue bonds after the certificates have been refunded.

The resolution authorizes the university to enter into an operating agreement with the UCF Convocation Corporation to document the obligations of the UCFCC to maintain and operate the facilities.

The outstanding principal on the certificates is currently \$92,225,000. Annual debt service savings are estimated to be in excess of \$500,000.

---

**Supporting documentation:** Draft Board of Trustees Resolution (Attachment A)  
First Amendment to the Support Agreement (Attachment B)  
Operating Agreement (Attachment C)

**Prepared by:** John C. Pittman, Associate Vice President for Administration and Finance, Debt Management

**Submitted by:** William F. Merck II, Vice President for Administration and Finance and Chief Financial Officer

Attachment A

**A RESOLUTION AUTHORIZING THE ISSUANCE BY THE UCF CONVOCATION CORPORATION OF ITS CAPITAL IMPROVEMENT REFUNDING REVENUE BONDS FOR THE PURPOSE OF REFUNDING CERTAIN OUTSTANDING INDEBTEDNESS; APPROVING THE FIRST AMENDMENT TO SUPPORT AGREEMENT AND AN OPERATING AGREEMENT IN CONNECTION WITH THE ISSUANCE BY THE UCF CONVOCATION CORPORATION OF ITS CAPITAL IMPROVEMENT REFUNDING REVENUE BONDS; PROVIDING AN EFFECTIVE DATE.**

**BE IT RESOLVED BY THE UNIVERSITY OF CENTRAL FLORIDA BOARD OF TRUSTEES:**

**WHEREAS**, previously, the UCF Convocation Corporation (the "Corporation") financed the construction of the Convocation Center with proceeds of its Certificates of Participation (UCF Convocation Corporation Master Lease Program), Series 2005A Evidencing an Undivided Proportionate Interest of the Owners thereof in Basic Rent Payments to be made under a Master Lease-Purchase Agreement by the UCF Convocation Corporation (the "Series 2005A Certificates") and its Taxable Certificates of Participation (UCF Convocation Corporation Master Lease Program), Series 2005B Evidencing an Undivided Proportionate Interest of the Owners thereof in Basic Rent Payments to be made under a Master Lease-Purchase Agreement by the UCF Convocation Corporation (the "Series 2005B Certificates" and together with the Series 2005A Certificates, the "Series 2005 Certificates") the proceeds of which were used to finance the Convocation Center; and

**WHEREAS**, the Corporation has heretofore determined that due to lower interest rates and the opportunity to realize debt service savings the most appropriate way of refinancing the Project is to issue its Capital Improvement Refunding Revenue Bonds, Series 2015A (the "Series 2015A Bonds") and its Taxable Refunding Revenue Bonds, Series 2015B (the "Series 2015B Bonds" and together with the Series 2015A Bonds, the "Series 2015 Bonds") pursuant to the terms of a Trust Indenture, (the "Indenture") by and between the Corporation and the trustee named therein, (the "Trustee"); and

**WHEREAS**, pursuant to the University of Central Florida Board of Trustee's (the "Board's") debt management guidelines, the Board is required to approve the issuance of debt by the Corporation; and

**WHEREAS**, payments due under the Series 2005 Certificates are currently secured by, among other things, payments to be made by the University of Central Florida (the "University") pursuant to that certain Convocation Center Support Agreement, dated as of September 1, 2005 between the Corporation, the University and the UCF Property Corporation; and

**WHEREAS**, the Corporation has requested that the University enter into that certain First Amendment to Convocation Support Agreement (the "First Amendment") to clarify that the

Attachment A

Board's obligations cover not only the Series 2005 Certificates but include obligations issued to refund the Series 2005 Certificates which includes the Series 2015 Bonds; and

**WHEREAS**, upon the refinancing of the Series 2005 Certificates ownership of the Convocation Center will revert to the Board and the Corporation will no longer have an ownership interest in the Convocation Center; and

**WHEREAS**, the Board desires the Corporation to continue to operate the Convocation Center and has requested that the Board enter into an Operating Agreement by and between the Board and the Corporation and to provide for, among other things, operation of the Convocation Center by the Corporation; and

**NOW, THEREFORE, BE IT RESOLVED** by the University of Central Florida Board of Trustees:

**Section 1.** The aforementioned Recitals are incorporated herein by reference and made a part hereof.

**Section 2.** The First Amendment and the Operating Agreement, in substantially the forms presented to the Board at this meeting, are hereby authorized and approved.

**Section 3** The President of the University or the Vice President for Business and Finance, or their respective designee, are both hereby authorized to execute and deliver the First Amendment and the Operating Agreement to the Corporation.

**Section 4.** The Board hereby approves the issuance of the Series 2015 Bonds for the purpose of refinancing the Series 2005 Certificates; provided the Corporation realizes present value debt service savings of at least 5% of the par amount Series 2005 Certificates being refunded.

**Section 5.** The President and the Vice President for Business and Finance are hereby authorized to take all actions and steps, to execute all instruments, documents, and contracts, and to take all other actions as they may deem necessary or desirable, in connection with the delivery of the First Amendment and Operating Agreement and refunding of the Series 2005 Certificates and the issuance of the Series 2015 Bonds.

**Section 6.** This Resolution shall take effect immediately upon its adoption.

Adopted this \_\_\_\_\_ day of May, 2015.

Attachment B

**FIRST AMENDMENT TO CONVOCATION CENTER SUPPORT AGREEMENT**

**THIS FIRST AMENDMENT TO SUPPORT AGREEMENT** ("Agreement") is made and entered into as of the 1st day of July 1, 2015 by and between the **UNIVERSITY OF CENTRAL FLORIDA**, on behalf of its Board of Trustees, (the "University") and the **UCF CONVOCATION CORPORATION**, a not-for-profit Florida corporation ("UCFCC").

**WHEREAS**, the University previously entered into that certain Ground Lease Agreement dated as of September 1, 2005 (the "Ground Lease"), pursuant to which the University, among other things, leased to UCF Property Corporation ("UCFPC") certain real property described in the Ground Lease (the "Property"); and

**WHEREAS**, UCFCC and the UCFPC entered into a Master Lease-Purchase Agreement, dated as of September 1, 2005 (the "Master Lease"), between UCFPC, as Lessor, and UCFCC, as Lessee; and

**WHEREAS**, UCFCC issued its Certificates of Participation (UCF Convocation Corporation Master Lease Program), Series 2005A Evidencing an Undivided Proportionate Interest of the Owners thereof in Basic Rent Payments to be made under a Master Lease-Purchase Agreement by the UCF Convocation Corporation (the "Series 2005A Certificates") and the Taxable Certificates of Participation (UCF Convocation Corporation Master Lease Program), Series 2005B Evidencing an Undivided Proportionate Interest of the Owners thereof in Basic Rent Payments to be made under a Master Lease-Purchase Agreement by the UCF Convocation Corporation (the "Series 2005B Certificates" and together the Series 2005A Certificates, the "Series 2005 Certificates"), the proceeds of which were used to finance a portion of the costs of the acquisition, construction and installation of the facility known as the Convocation Center and also to finance certain renovations of the Arena including converting existing space to office space for coaching staff and renovation of the space to accommodate new practice facilities, each located on the campus of the University (collectively, the "Facilities"); and

**WHEREAS**, the University, UCFCC and UCFPC previously entered into that certain Support Agreement, dated as of September 1, 2005 where by the University agreed to provide certain support in connection with the Series 2005 Certificates (the "Original Support Agreement"); and

**WHEREAS**, UCFCC now desires to prepay and refund the Series 2005 Certificates by issuing its UCF Convocation Corporation Refunding Revenue Bonds, Series 2015A (the "Series 2015A Bonds") and its UCF Taxable Convocation Corporation Refunding Revenue Bonds, Series 2015B (the "Series 2015B Bonds" and together with the Series 2015A Bonds, the "Series 2015 Bonds") pursuant to the terms and provisions of the Trust Indenture dated as of July 1, 2015 (the "Indenture") between the Corporation and U.S. Bank National Association, as trustee (the "Trustee"); and

**WHEREAS**, in order to facilitate a reduction in the overall cost of borrowing by UCFCC in connection with the issuance of the Series 2015 Bonds, the University has agreed to continue to provide certain financial support, utilities, transportation, and other services for the benefit



Attachment B

of UCFCC, and the holders of the Series 2015 Bonds and any Additional Bonds issued as refunding Bonds under the Indenture, all as set forth hereinafter; and

**WHEREAS**, UCFCC and the University now desire to amend certain provisions of the Original Support Agreement as provided herein.

**NOW, THEREFORE**, for and in consideration of the premises and the mutual covenants and agreements set forth hereinafter, the sufficiency of which are hereby acknowledged, the parties agree as follows:

**ARTICLE I  
RECITALS AND DEFINITIONS**

Capitalized terms not otherwise defined herein shall have the meanings ascribed thereto in the Indenture, as now and hereafter amended, modified or supplemented.

**ARTICLE II  
AMENDMENTS**

**SECTION 2.01** Section 2.01 of the Original Support Agreement is amended and restated in its entirety as follows:

**"UTILITIES.** As long as the Series 2015 Bonds remain Outstanding pursuant to the Indenture, the University hereby agrees to provide and deliver to the Convocation Center, to the boundary line of the Property, potable water, sewer, electricity, chilled water for air conditioning, telephone lines, telecommunications, cable, data, and such other utilities as are made available by the University, or provided by the University, to other University facilities, projects or properties on the University campus, for so long as and to the extent that the University provides the same to other University facilities, projects or properties on the University campus. The University also agrees to provide exterior garbage collection and removal services to the Convocation Center, including the structured parking facility. Additionally, the University agrees to provide storm water retention and detention as reasonably necessary to support the Property and the Convocation Center."

**SECTION 2.02** Section 2.02 of the Original Support Agreement is amended and restated in its entirety as follows:

**"FINANCIAL SUPPORT.** Pursuant to the Indenture, the Trustee established a Debt Service Reserve Fund. The University agrees and covenants to transfer to the Trustee funds in an amount equal to the Deficiency Amount (defined below) as limited below, in the event the Trustee notifies the University that amounts (a) have been drawn from the Debt Service Reserve Fund and used to pay either the principal of or interest on the Series 2015 Bonds (such amounts paid being "Deficiency Amounts"); provided that the University's Deficiency Amounts obligation shall be limited to \$6,700,000 per annum, it being understood that failure by the University to pay a Deficiency Amount in the year in which it was incurred will not reduce the \$6,700,000 limit in any subsequent year. For the avoidance of doubt, the parties hereto agree that University's Deficiency Amount obligation hereunder in any year shall

include (i) any unpaid Deficiency Amount incurred in any prior year(s), plus (ii) any Deficiency Amount incurred in the then current year up to a maximum amount of \$6,700,000.

Upon receipt of notice from the Trustee as provided above and subject to the next paragraph, the University covenants and agrees to appropriate in its annual budget, by amendment, if necessary, from all Legally Available Revenues, as herein after defined, an amount equal to the Deficiency Amount. Upon being appropriated, and no later than five Business Days prior to the debt service payment coming due, the University shall transfer to the Trustee, the Deficiency Amount for deposit in the Debt Service Reserve Fund. Such covenant and agreement on the part of the University to budget and appropriate such amounts of Legally Available Revenues shall be absolute and unconditional, free from deductions and with any offset, recoupment, diminution or set-off whatsoever. In addition, such covenant and agreement on the part of the University to budget and appropriate such amounts of Legally Available Revenues shall be cumulative to the extent not paid to the Trustee, and a continuing obligation until such Legally Available Revenues are appropriated and paid to the Trustee in amounts sufficient to pay the Deficiency Amount, subject to the limitation described in the immediately preceding paragraph. No lien upon or pledge of such budgeted Legally Available Revenues shall be in effect until such monies are budgeted, appropriated and deposited into the Debt Service Reserve Fund. The University further acknowledges and agrees that the obligations of the University to include Deficiency Amounts in each of its annual budgets and to pay such Deficiency Amounts from Legally Available Revenues may be enforced in a court of competent jurisdiction in accordance with the remedies set forth herein.

Such covenant to budget and appropriate does not preclude the University from pledging in the future its Legally Available Revenues, nor does it require the University to levy and collect any particular Legally Available Revenues, nor does it give the holder of the Series 2015 Bonds a prior claim on the Legally Available Revenues as opposed to claims of general creditors of the University. Such covenant to budget and appropriate Legally Available Revenues is subject in all respects to the prior payment of obligations secured by a pledge of certain auxiliary enterprise funds, indirect cost reimbursement and investment earnings comprising Legally Available Revenues heretofore or hereafter entered into (including the payment of debt service on bonds and other debt instruments). Anything in this Agreement to the contrary notwithstanding, it is understood and agreed that all obligations of the University hereunder shall be payable from the portion of Legally Available Revenues budgeted and appropriated as provided for hereunder and nothing herein shall be deemed to pledge any funds appropriated by the State of Florida to the University or to permit or constitute a mortgage or lien upon any assets owned by the University or the State of Florida. Notwithstanding any provisions of this Agreement to the contrary, the University shall never be obligated to maintain or continue any of the activities of the University which generate user service charges, regulatory fees or any Legally Available Revenues. Except as provided above, neither this Agreement nor the obligations of the University hereunder shall be construed as a pledge of or a lien on all or any Legally Available Revenues of the University or the State of Florida, but shall be payable solely as provided herein and is subject to the payment of services and programs which are for essential public purposes affecting the health, welfare and safety of the students, faculty and administration of the University.

For purposes of this Agreement, Legally Available Revenues shall initially mean those funds collected and deposited into the University's various auxiliary enterprise funds, existing fund balances from such auxiliary enterprise funds, indirect cost reimbursement from research contract and grant revenues, as well as, existing fund balances from research contract and grant

25102/023/01000586.DOCv6

enterprise funds (subject to any restrictions contained in the associated research contract or grant) and the investment earnings on the University's pooled investments account. The University shall also include other revenues that may become legally available to the University on any date hereafter as Legally Available Revenues for the purpose of meeting its obligations hereunder. Legally Available Revenues shall also include amounts transferred at the direction of the University to U.S. Bank National Association, as successor trustee ("U.S. Bank") under the Master Trust Agreement (the Housing Trust Agreement") by and among the UCF Convocation Corporation., as lessee, U.C.F.A.A. Property Corporation, Inc, as lessor and U.S. Bank.

In determining the amount of Legally Available Revenues for the immediately prior Fiscal Year, the Authorized Officer shall take into account the amount by which Legally Available Revenues would have increased during such prior Fiscal Year if or as a result of: (i) any rate increase approved by the University Board of Trustees in the prior Fiscal Year shall be treated as if such rate increase was in effect for the entire Fiscal Year, (ii) any rate increase or imposition of a new rate, fee or charge approved by the University Board of Trustees in the prior Fiscal Year and not effective until the current Fiscal Year shall be treated as if such rate, fee or charge was in effect for the entire prior Fiscal Year, and (iii) revenues from rates, fees and charges based on enrollment may be adjusted by applying the enrollment projected for the current Fiscal Year on the services, charges or other deliverables for the prior Fiscal Year. "

**SECTION 2.03** Section 3.02 of the Original Support Agreement is amended and restated in its entirety as follows:

**"WAIVER OR DEFERRAL OF CHARGES.** The University hereby agrees, to the extent permitted by law, that in the event System Revenues available to pay debt service on the Series 2015 Bonds is expected to be less than 1.20 times the debt service payments for the succeeding Fiscal Year, based on the annual budget of the Convocation Center, prepared by UCFCC in accordance with the provisions of the Operating Agreement, the University shall defer collecting from UCFCC any amount for all operating and maintenance expenditures until such time as the System Revenues available for debt service on the Series 2015 Bonds based on the current annual budget, as amended, is no less than 1.20 times debt service payments for the succeeding Fiscal Year. Any charges deferred or paid pursuant to this provision may be reimbursed to the University from any amounts subsequently available in the the Surplus Fund."

**SECTION 2.04** Article XIV **"THIRD-PARTY BENEFICIARY"** is deleted in its entirety.

**SECTION 2.05** Article XV of the Original Support Agreement is amended and restated in its entirety as follows:

**"TERM OF AGREEMENT.** This Agreement shall terminate at such time as the Series 2015 Bonds or any Additional Bonds issued as refunding Bonds under the Indenture are no longer be Outstanding under the provisions of the Indenture and all obligations hereunder have been satisfied."

**SECTION 2.06** All references to the Series 2005 Certificates in Articles II through XV of the Original Support Agreement are deemed to mean the Series 2015 Bonds.

**ARTICLE III  
COUNTERPARTS**

This Agreement may be executed in multiple counterparts, each of which shall be regarded for all purposes as an original, and such counterparts shall constitute but one and the same instrument.

**ARTICLE IV  
ORIGINAL SUPPORT AGREEMENT**

Except as amended and modified herein, the Original Support Agreement shall remain in full force and effect.

[Remainder of Page Intentionally Left Blank]



IN WITNESS WHEREOF, the University and UCFCC have caused this Agreement to be executed as of the day and year first above written.

Signed, sealed and delivered  
in the presence of:

UNIVERSITY OF CENTRAL FLORIDA,  
on behalf of its Board of Trustees

\_\_\_\_\_  
Print Name: \_\_\_\_\_

By: \_\_\_\_\_  
Name: Dr. John C. Hitt  
Title: President

\_\_\_\_\_  
Print Name: \_\_\_\_\_

UCF CONVOCATION CORPORATION,  
a not-for-profit Florida corporation

\_\_\_\_\_  
Print Name: \_\_\_\_\_

By: \_\_\_\_\_  
Name: Robert J. Holmes, Jr.  
Title: Chair

\_\_\_\_\_  
Print Name: \_\_\_\_\_

Attachment C

**OPERATING AGREEMENT**

**THIS OPERATING AGREEMENT** (this "Agreement"), effective as of the 1st day of [\_\_\_\_], 2015, is between The University of Central Florida Board of Trustees (the "University") a public body corporate of the State of Florida and UCF Convocation Corporation (the "Corporation") a Florida not-for-profit corporation and certified as a direct support organization of the University.

**WITNESSETH:**

Previously, the University granted the Corporation an interest in certain property pursuant to a ground lease agreement (the "Ground Lease") upon which the Corporation constructed the Convocation Center (the "Convocation Center") and renovations to the University's existing arena (the "Existing Arena" together with the Convocation Center, the "Facilities") with the proceeds of the Certificates of Participation (UCF Convocation Corporation Master Lease Program), Series 2005A Evidencing an Undivided Proportionate Interests of the Owners thereof in Basic Rent Payments to be made under a Master Lease Purchase Agreement by the UCF Convocation Corporation (the "Series 2005A Certificates") and its Taxable Certificates of Participation (UCF Convocation Corporation Master Lease Program), Series 2005B Evidencing an Undivided Proportionate Interests of the Owners thereof in Basic Rent Payments to be made under a Master Lease Purchase Agreement by the UCF Convocation Corporation (the "Series 2005B Certificates" and together with the Series 2005A Certificates, the "Series 2005 Certificates").

Pursuant to the provisions of the Master Lease Purchase Agreement the Corporation had covenanted to operate and maintain the Facilities

The Corporation now desires to refinance the Series 2005 Certificates through the issuance of its UCF Convocation Corporation Refunding Revenue Bonds, Series 2015A (the "Series 2015A Bonds") and its UCF Taxable Convocation Corporation Refunding Revenue Bonds, Series 2015B (the "Series 2015B Bonds" and together with the Series 2015A Bonds, the "Series 2015 Bonds") pursuant to a Trust Indenture, dated as of July 1, 2015 (the "Indenture") by and between the Corporation and the trustee named therein (the "Trustee").

Upon prepayment in full of the Series 2005 Certificates, the Ground Lease and the Master Lease will terminate and the ownership of the Convocation Center will revert to University by operation of law. The University desires the Corporation continue to operate and maintain the Facilities.

The University and Corporation previously entered into the One Hundred Days Lease Agreement dated as of September 1, 2005 (the "Original Agreement"), to grant the University the right to use the Facilities for at least one hundred (100) days each per fiscal year on a priority basis over other users of the facilities.

Capitalized terms used herein and not otherwise defined shall have the meanings ascribed to them in the Indenture.

Attachment C

In consideration of the premises, and of the mutual covenants and agreements set forth below, the Corporation and the University enter into this Agreement upon the following terms and conditions:

1. Description of the Property. The Facilities are located on the main campus of the University in Orlando, Florida.

2. Term. The term of this Agreement shall be for a term of [30] years but in no event shall this Agreement be terminated prior to the time that all Bonds, and all other amounts due under the Indenture have been paid in full (the "Term"). The Corporation agrees to operate the Facilities as provided herein.

(a) 3. Use of Facilities. The University agrees to use the Facilities for commencement exercises, sporting events, concerts and similar uses for an aggregate of at least one hundred (100) days each during each Lease Year (as defined herein) from the effective date of this Agreement during the term of this Agreement subject to the terms and conditions contained herein.

(b) Payment. As payment ("Payment") for the use of Facilities for an aggregated one hundred (100) days each every Lease Year, the University shall pay to the Corporation the sum of \$2,200,000 per year without deduction, demand, or notice. Unless and until otherwise directed by the Corporation, the Payment shall be payable directly to the Trustee for deposit into the Revenue Fund.

(c) Additional Days. In the event the University shall use the Convocation Center more than one hundred (100) days per Lease Year, rent shall be increased reflecting the additional days use and shall be payable with the next succeeding monthly payment.

(d) Use of the Property. Subject to the terms set forth below, the University and its affiliates shall have the right to use the Facilities or any part thereof for at least one hundred (100) days during each Lease Year during the term described herein. The Facilities shall be used by the University for such purposes as sporting events, summer camp, commencement services, meetings, seminars, training classes or other non commercial uses. The University shall promptly reimburse the Corporation for any direct out-of-pocket expenses incurred by the Corporation in connection with such use. The use by the University of the Facilities shall not compete with, nor conflict with, paying events booked by the Corporation events manager currently Global Spectrum (the "Events Manager") and shall be booked in advance upon reasonable notice to the Corporation or the Events Manager. The University's men's and women's basketball games, volleyball games, summer camps and commencement services shall have priority in scheduling; provided, however, the University shall have requested priority dates for use of the Facilities at least 30 days prior to the beginning of each Fiscal Year. The Corporation has contracted with the Events Manager such that the ticket revenues collected by the Events Manager from University events shall be transferred within five (5) working days following such event, directly to the University and the University affiliate that utilized the Facilities for the event, net of expenses incurred by University or the Events Manager in collecting such revenues and operating the Facilities for such event.

4. Financial Statements. The Corporation shall cause to be delivered to the University and the Trustee, so long as Bonds remain Outstanding, within the meaning of the Indenture, audited annual financial reports of the Corporation prepared by certified

## Attachment C

independent auditors. Such annual reports shall be prepared in accordance with generally accepted auditing standards and on an accrual basis and shall be filed with the University no later than 10 days following the receipt by the Corporation of such reports;

In addition the Corporation shall deliver or cause to be delivered to the University and the Trustee:

(i) the annual Operating Budget, as defined below, within 30 days following adoption of such budget by the Corporation;

(ii) concurrently with the delivery of the audited financial statements referred to above, a compliance certificate signed by the Corporation's President or its designee demonstrating compliance or lack thereof with Paragraph 5 below and indicating whether an Event of Default has occurred under the Indenture and, if so, what actions the Corporation proposes to take to cure such Event of Default; and

(iii) with reasonable promptness, such other financial data relating to the Corporation and the Facilities as the University or the Trustee may reasonably request in writing.

5. Operating Budget. The Corporation will prepare an operating budget for each Fiscal Year covering all operations and Operating Expenses of the Facilities (the "Operating Budget") which shall assure that Facility Revenues (as defined in the Indenture) will exceed all contemplated expenditures described in the following paragraph. Each Operating Budget shall be prepared by the Corporation and submitted to the University and the Trustee at least thirty (30) days prior to the commencement of the Fiscal Year to which it applies, and shall be approved and adopted by the Corporation prior to the commencement of such Fiscal Year. If the Operating Budget is not adopted for any new Fiscal Year prior to the commencement thereof, then the Operating Budget (if any) in effect as of the end of the immediately preceding Fiscal Year shall be used for such new Fiscal Year until replaced by an Operating Budget adopted therefor in accordance with the provisions of this Section.

The Operating Budget for each Fiscal Year shall contain (i) a projection of all Facility Revenues expected to be received by the Corporation during each such Fiscal Year, (ii) a projection of all ordinary and necessary Operating Expenses reflecting a reasonable breakdown of such projected expenses into separate accounts, (iii) a projection of the total annual Bond Service Requirement for all Bonds then Outstanding and all other amounts due under the Indenture, all other costs and expenses or obligations related to the use, occupancy and/or operation of the Facilities due in such Fiscal Year, and (iv) such other information related to the projected operations of the Facilities as the University may deem useful.

6. Renewal and Replacement Fund. There is hereby established a Renewal and Replacement Fund (the "R&R Fund") to be held by the Corporation. The Corporation covenants to budget annually the amounts necessary to fund the R&R Fund in an amount equal to \$[ ] for the purpose of funding capital improvements to the Facilities.

Management of Facilities. The parties agree that the Corporation shall be solely responsible for management of the Facilities. The Corporation shall directly provide such management pursuant to the rules and policies of the Corporation. Upon approval of the University not to be unreasonably withheld, the Corporation may retain a professional management company to



Attachment C

manage the Facilities. However the Corporation shall still maintain sole responsibility for operation of the Facilities.

8. Maintenance of Improvements. The Corporation shall maintain the Facilities in good condition and repair. The Corporation shall provide, or cause to be provided all maintenance (interior, exterior, and landscaping), cleaning services, repairs, and capital replacements for the Facilities.

9. Liability/Insurance. The Corporation assumes any and all risks of personal injury and property damage attributable to the negligent acts or omissions of the Corporation and its officers, employees, servants, and agents thereof while acting within the scope of their agency or employment with the Corporation. The Corporation and University agree that nothing contained herein shall be construed or interpreted as (1) denying to either party any remedy or defense available to such party under the laws of the State of Florida; (2) the consent of the State of Florida or its agents and agencies to be sued; or (3) a waiver of sovereign immunity of the State Florida beyond the waiver provided in Section 768.28, Florida Statutes. In addition, the Corporation shall maintain liability and property coverage in an amount required by its risk management policies during the term of this Agreement.

10. Prohibitions Against Liens. Except as otherwise provided in the Indenture the Corporation hereby covenants and agrees that it will not grant any liens on the Facility Revenues. The Corporation shall cause any liens placed upon the Facility Revenues not otherwise permitted herein to be immediately removed upon request of the University.

11. Notices. All notices given under this Agreement shall be in writing and shall be served by certified mail to the last address of the party to whom notice is to be given, as designated by such party in writing. The Corporation and University hereby designate their address as follows:

The University:

University of Florida  
4000 Central Florida Blvd.  
Orlando, Florida 32816  
Attention: William F. Merck, II, Vice President,  
Administration and Finance

with a required copy to:

University of Central Florida  
4000 Central Florida Blvd.  
Orlando, Florida 32816  
Attention: General Counsel

The Corporation:

University of Central Florida  
4000 Central Florida Blvd.  
Orlando, Florida 32816  
Attention: William F. Merck, II

Attachment C

Secretary/Treasurer

with a required copy to:

University of Central Florida  
4000 Central Florida Blvd.  
Orlando, Florida 32816  
Attention: General Counsel

12. Inspection. The University shall have the right, at any and all reasonable times, to enter upon the Facilities for the purpose of making inspections to determine whether the Corporation is complying with the terms of this Agreement.

13. Non-Discrimination. The Corporation shall not discriminate against any individual because of that individual's race, color, religion, sex, national origin, age, handicap, or marital status with respect to any activity occurring within the Facilities.

14. Governing Law/Venue. This Agreement shall be governed by and interpreted according to the laws of the State of Florida. Venue for any litigation arising from matters relating to this Agreement shall be in Orange County, Florida.

15. Time of Essence. Time is expressly declared to be of the essence of this Agreement.

16. Binding Effect and Inurnment. This Agreement shall be binding on and shall inure to the benefit of the successors and assigns of the parties hereto, but nothing contained in this paragraph shall be construed as consent by the University to any assignment of this Agreement or any interest therein by the Convocation Center.

17. Duplicate Originals. This Agreement is executed in duplicate originals each of which shall be considered an original for all purposes.

18. Partial Invalidity. If any term, covenant, condition or provision of this Agreement shall be ruled by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

19. Entire Understanding. This Agreement sets forth the entire understanding between the parties and shall only be amended with the prior written approval of the parties hereto.

20. Section Captions. Articles, subsections and other captions contained in this Agreement are for reference purposes only and are in no way intended to describe, interpret, define or limit the scope, extent or intent of this Agreement or any provisions thereof.

21. Assignment. This Agreement shall not be assigned in whole or in part without the prior written consent of the University. Any assignment made either in whole or in part without the prior written consent of the University shall be void and without legal effect. Notwithstanding the foregoing, the Corporation may assign or pledge this Agreement as security for the Series 2015 Bonds issued to prepay and refund the Series 2005 Certificates.

Attachment C

22. No Waiver of Breach. The failure of the University to insist in any one or more instances upon strict performance of any one or more of the covenants, terms and conditions of this Agreement shall not be construed as a waiver of such covenants, terms and conditions, and the same shall continue in full force and effect, and no waiver of the University of any of the provisions hereof shall in any event be deemed to have been made unless the waiver is set forth in writing, signed by the University.

23. Damage to Facilities. If any damage to the Facilities results from any act or negligence of Corporation, the University may at the University's option repair such damage, and the Corporation will thereupon reimburse to the University the total cost of such repairs and damages to the Facilities to the extent allowed by law; provided, however, that the University waives any right of action against the Corporation for any loss or damage to the Facilities, resulting from fire or other casualty by such act or negligence if the University's insurance policy covers such loss or damage and permits such a waiver and the University actually receives reimbursement for such loss or damage pursuant to such insurance policy.

24. Obligations Limited. The Corporation's obligation hereunder do not constitute a debt, liability or general obligation of the Corporation or any political subdivision thereof, or a pledge of the faith and credit or taxing power of the State or any political subdivision thereof. Neither the Corporation nor the State shall be obligated or required to levy any ad valorem taxes on any property to pay the principal, premium, if any, or interest on the Series 2015 Bonds or to make payments under this Agreement except from the Facility Revenues pledged for the payment thereof, in the manner and on the conditions contained in the Indenture. Neither the Series 2015 Bonds nor this Agreement shall constitute a lien upon property owned by or situated within the territorial limits of the State of Florida.

Attachment C

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the date and year first written above.

UCF CONVOCATION CORPORATION, a  
Florida not for profit corporation

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

THE UNIVERSITY OF CENTRAL FLORIDA  
BOARD OF TRUSTEES, a public body  
corporate

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_



**ITEM: INFO-2**

**University of Central Florida  
Board of Trustees  
Finance and Facilities Committee**

**SUBJECT:** 2016 Finance and Facilities Committee Meeting Dates

**DATE:** May 21, 2015

---

**PROPOSED COMMITTEE ACTION**

Information only.

**BACKGROUND INFORMATION**

The 2016 Board of Trustees' Finance and Facilities Committee meetings are scheduled as follows and are subject to change:

February 10	8:30 – 10:30 a.m.	Wednesday	Millican Hall, #393
April 13	8:30 – 10:30 a.m.	Wednesday	Millican Hall, #393
May 26	Time - TBD	Thursday	Fairwinds Alumni Center
June 22	8:30 – 10:30 a.m.	Wednesday	Millican Hall, #393
July 28	Time - TBD	Thursday	Fairwinds Alumni Center
August 24	8:30 – 10:30 a.m.	Wednesday	Millican Hall, #393
October 12	8:30 – 10:30 a.m.	Wednesday	Millican Hall, #393
December 7	8:30 – 10:30 a.m.	Wednesday	Millican Hall, #393

---

**Supporting documentation:** None

**Prepared by:** William F. Merck II, Vice President for Administration and Finance  
and Chief Financial Officer

**Submitted by:** William F. Merck II, Vice President for Administration and Finance  
and Chief Financial Officer