

**Minutes
Board of Trustees Meeting
University of Central Florida
November 14, 2019**

Chair Beverly Seay called the meeting of the Board of Trustees to order at 8:30 a.m. at the UCF *FAIRWINDS* Alumni Center.

Seay reminded the board that the meeting was covered by the Florida Sunshine Law and that the public and press were invited to attend.

WELCOME

Seay welcomed the board members and called on Karen Monteleone, Assistant Vice President, Board Relations, to call the roll. Monteleone determined that a quorum was present.

The following board members attended the meeting: Chair Beverly Seay, Vice Chair Martins, Trustees Kenneth Bradley, Danny Gaekwad, Robert Garvy, Kyler Gray, John Lord, William Self, David Walsh and William Yeargin.

Trustees Joseph Conte and John Sprouls joined via teleconference.

Trustee Harold Mills was not in attendance.

PUBLIC COMMENT

There were no requests for public comment.

MINUTES

Hearing no corrections to the September 19, 2019 and October 23, 2019 meeting minutes, Seay stated that the minutes stood approved as presented.

REMARKS AND INTRODUCTIONS

Seay recognized and welcomed Trustee Caryl McAlpin, who was recently appointed to the UCF Board of Trustees for a term beginning in January 2020.

Seay called on Interim President Thad Seymour for remarks.

Seymour updated the Board on the progress made with *UCForward*, specifically in strengthening operations.

Seymour discussed the post-investigation action plan and highlighted several steps taken to strengthen a culture of accountability at every level of the organization, indicating that much of

the work has been led by the Vice President for Compliance and Risk, Rhonda Bishop. Highlights included:

- A workshop that was attended or viewed online by 600 administrative faculty and staff across UCF on ethical leadership.
- A 90 percent completion rate for the required online ethics training that the 13,000+ employees are required to take.

Seymour shared the new realignment of academic administrative units under Elizabeth Dooley, Provost and Vice President for Academic Affairs. He noted the new division of analytics and academic planning, which will be led by Dr. Paige Borden in her new role as UCF's Chief Analytics Officer.

Seymour indicated that over the next 60-90 days, he will be focused on evaluating the current administrative structure and leadership, identifying best practices among aspirational peer institutions, and better aligning our organization and leadership with strategic priorities. His goal is to have a set of decisions made by January that can be implemented in the Spring. These decisions will be paired with a set of recommendations for consideration by the next leader so the new President can hit the ground running.

Seymour said another priority is to launch a new university budget allocation model that is strategic, collaborative and transparent with appropriate involvement, governance, and oversight from the Board. The initiative is led by Dennis Crudele, Interim Chief Financial Officer (CFO), Provost Dooley and a steering committee co-chaired by Kristie Harris, Associate Vice President for Financial Affairs, and Paul Jarley, Dean of the College of Business. The committee is made up of faculty, staff, and administrators including student representation from Trustee Gray.

The steering committee will be taking a deep dive into UCF resources with assistance from Huron consultants. The result will be a recommendation for a new budget model that:

- Promotes greater transparency
- Sets strategic priorities
- Assists administration to make informed, data-driven funding decisions

Seymour expects the plan to significantly reduce UCF's carryforward over the next three years.

Seymour stated another initiative will be to implement improvements that will produce \$25 million in annual savings to be reinvested in university-wide priorities. Seymour indicated Mike Kilbride, Assistant Vice President for Administration and Operational Innovation, will work closely with Misty Shepherd, Interim Chief Operational Officer and Crudele to evaluate and identify efficiencies across the organization.

Seymour provided updates on the enrollment task force and a newly created task force to answer the question “What will UCF be known for?”

Seymour reported that the Board of Governors has announced its proposed allocations for “Universities of Distinction” funding. UCF’s proposed allocation is \$12 million.

Seymour concluded his report.

REPORTS

INFO-1 Federal Communications Commission Licensee Requirements

Dr. Phil Hoffman, Executive Director, WUCF TV and WUCF FM presented the Federal Communications Commission Licensee Requirements to the board.

The trustees provided the following comments:

- Gaekwad and Seay asked for clarification on university support in WUCF’s budget.
- Walsh and Yeargin discussed the significant asset that the station is to the university and the value of the bandwidth that was previously sold.
- Lord reminded the board that UCF stepped in and bought PBS to preserve it for central Florida.
- Seay asked that Hoffman return to present the budget model once it is established for WUCF.
- Bradley asked for clarification on the fiduciary responsibilities as an FCC Licensee.

Hoffman asked that the Trustees submit their completed FCC Questionnaire to the Board Office.

INFO-2 Themed Experience: A Competitive Advantage for UCF

The Themed Experience discussion was facilitated by Trustee John Sprouls. The Themed Experience panelists were Jeff Moore, Dean, College of Arts and Humanities; Dr. Michael Georgiopoulos, Dean, College of Engineering and Computer Science; Dr. Youcheng Wang, Dean, Rosen College of Hospitality Management; Peter Weishar, Professor and Director of Themed Experience Program.

The Themed Experience Panel discussed how UCF is uniquely positioned to meet a growing demand for a skilled workforce, forward-thinking research, and creative ideation in the Themed Experience industry. The panelists considered the academic needs of the industry, demonstrated how Themed Experience engages many interdisciplinary areas of the university and builds upon UCF’s existing strengths, and invited discussion for how UCF can best prepare to meet the needs of its students and industry partners.

The trustees provided the following comments:

- Gaekwad asked Wang about the cost of the degree in event, entertainment and theme park management at Rosen. He also asked the average salary a graduate receives from this program and requested the business plan come back to the board at a future meeting.
- Martins asked about the process for ensuring that programs are not being duplicative and the timeline that the first cohort would begin this program.
- Bradley questioned when this program would come before the board and the type of degree that will be offered.
- Self recommended that the administration gives a short presentation to the board on curriculum process at a future meeting. He also asked which college was going to own and run the program and what that would look like.
- Seay indicated this can also be used in medicine as well many other avenues.

EDUCATIONAL PROGRAMS COMMITTEE REPORT

Garvy, Chair of the Educational Programs Committee, reported highlights from the committee meeting held November 12, 2019 and reported that EPC – 1 through EPC – 5 were unanimously approved by the committee and placed on the board’s consent agenda.

Garvy reported that Provost Dooley presented her Provost’s Update to the committee on UCF’s academic enterprise. Garvy also discussed information items INFO –1 through INFO – 3.

EXECUTIVE COMMITTEE REPORT

Seay, Chair of the Executive Committee, reported on highlights from the meeting held on October 22, 2019. Seay discussed information items INFO – 1 through INFO – 5. Seay requested that the committee mark item 53 on the post investigation plan as complete. She reported that EXEC-1 was unanimously approved by the committee to mark item 53 as complete.

FINANCE AND FACILITIES COMMITTEE REPORT

Martins, Chair of the Finance and Facilities Committee, reported on highlights from the meeting held on October 16, 2019. Martins requested that the committee mark four items from the post investigation plan complete. Those items included Item 6, Item 15, Item 17 and Item 33. He reported FFC-3 was unanimously approved by the committee to mark the items as complete. Martins also reported that FF – 1 through FF – 3 were unanimously approved by the committee and placed on the board’s consent agenda and discussed information item INFO – 1 and INFO -3 through INFO – 6.

NOMINATING AND GOVERNANCE COMMITTEE REPORT

Yeargin, Chair of the Nominating and Governance Committee, reported highlights from the committee meeting held on October 22, 2019. He acknowledged that the committee discussed a policy restricting two members from the same organization from serving on a UCF DSO board. Ultimately, the committee agreed not to recommend a policy. The following items were unanimously approved by the committee:

NG – 1 Appointment of Board Member to UCF Research Foundation

Yeargin made a motion to remove from the table and approve NG-1 with a second provided by Garvy. The appointment was approved by the full board unanimously.

NG – 2 UCF Board of Trustees Statement of Expectations

Yeargin made a motion to approve NG-2 with a second provided by Martins. The statement was approved by the full board unanimously.

Yeargin reported that items NG – 3 through NG – 11 were unanimously approved by the committee and placed on the board’s consent agenda. Yeargin also discussed information items INFO – 1 and INFO – 2.

CONSENT AGENDA

Self requested EP – 2 be removed from the consent agenda. Lord made a motion to approve all of the remaining items, EP – 1 through NG – 11, on the consent agenda, which were unanimously approved. *(On February 19, 2020, Mr. Rick Lapchick advised the President's Office that Mr. Pitaro, for reasons personal and business, has decided not to accept any honorary degrees. This was NG-10 (Nomination of James Pitaro for Honorary Doctoral Degree of Humane Letters) on the consent agenda.)*

Yeargin made a motion to approve EP – 2, with a second from Bradley. The item was approved unanimously by the board with Self recusing himself from the vote.

BOT – 1 Campus Master Plan

NEW BUSINESS

Misty Shepherd, Interim Vice President and Chief Operating Offer, Duane Siemen, Interim Associate Vice President for Administrative Affairs, and Bill Martin, Senior Director, Facilities Planning and Construction presented on the Campus Master Plan.

The board took a 5-minute break for the public to sign the Speaker Roster and fill out a comment card. Ronald Brook commented on the Campus Master Plan. The Chair allowed Mr. Brook an additional three minutes to complete his comments.

The trustees provided the following comments:

- Bradley confirmed a stadium expansion would require an amendment to the Campus Master Plan.

- Gaekwad asked for clarification on the line item in relation to stadium repair.

Martins made a motion to approve BOT – 1 with a second from Walsh. The Campus Master Plan was unanimously approved.

Garvy and Lord are cycling off the Board in January. Seay recognized both trustees for their commitment and service.

ANNOUNCEMENTS

Seay made several announcements and noted that the board would be moving to the working lunch.

Trustee Working Lunch

INFO – 3

Board of Governors' Trustee Summit Debrief,
Task Force Update and E&G Restoration Update

Seay moderated a brief discussion about the recent Board of Governors Trustee Summit in Gainesville. Trustees who attended agreed that it was a valuable experience.

Seay invited Kristie Harris to present and update on the E&G restoration of funds.

Scott Cole, Vice President and General Counsel, presented an update on BRIDG. Walsh shared comments and invited Chester Kennedy, CEO of BRIDG, and Don Fisher, Osceola County Manager, to make comments.

Seay adjourned the board meeting at 1:56 p. m.

Reviewed by:  Date: 4/03/2020
Beverly Seay, Chair UCF Board of Trustees

Respectfully submitted:  Date: 4/13/2020
Janet Owen, Associate Corporate Secretary

FORM 8A MEMORANDUM OF VOTING CONFLICT FOR STATE OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME <i>Self-William-Thomas</i>	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE <i>UCF Board of Trustees</i>
MAILING ADDRESS <i>3600 Foxcroft Circle</i>	NAME OF STATE AGENCY <i>University of Central Florida</i>
CITY COUNTY <i>Oviedo, FL Seminole</i>	MY POSITION IS: <input checked="" type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTIVE
DATE ON WHICH VOTE OCCURRED <i>Nov. 14th, 2019</i>	<i>Chair, Faculty Senate UCF</i>

WHO MUST FILE FORM 8A

This form is for use by any person serving at the State level of government on an appointed or elected board, council, commission, authority, committee, or as a member of the Legislature. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

ELECTED OFFICERS:

As a person holding elective state office, you may not vote on a matter that you know would inure to your special private gain or loss. However, you may vote on other matters, including measures that would inure to the special private gain or loss of a principal by whom you are retained (including the parent or subsidiary or sibling organization of a principal by which you are retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. If you vote on such a measure or if you abstain from voting on a measure that would affect you, you must make every reasonable effort to disclose the nature of your interest as a public record in a memorandum filed with the person responsible for recording the minutes of the meeting, who shall incorporate the memorandum in the minutes. If it is not possible for you to file a memorandum before the vote, the memorandum must be filed with the person responsible for recording the minutes of the meeting no later than 15 days after the vote.

For purposes of this law, a "relative" includes only your father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with you as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

A member of the Legislature may satisfy the disclosure requirements of this section by filing a disclosure form created pursuant to the rules of the member's respective house if the member discloses the information required by this subsection, or by use of Form 8A.

* * * * *

APPOINTED OFFICERS:

As a person holding appointive state office, you are subject to the abstention and disclosure requirements stated above for Elected Officers. You also must disclose the nature of the conflict before voting or before making any attempt to influence the decision by oral or written communication, whether made by you or at your direction.

For purposes of this law, a "relative" includes only your father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with you as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes.
- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION OR VOTE AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF STATE OFFICER'S INTEREST

I, William T. Selt, hereby disclose that on Nov. 14th, 20 19 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____ ;
- inured to the special gain or loss of my relative, _____ ;
- inured to the special gain or loss of _____, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent, subsidiary, or sibling organization of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

I am the Associate Director of the Burnett School of Biomedical Science. This role oversees all undergraduate programs in the College of Medicine, and I have had a lead role in the development of these two new degree programs.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

Nov. 14th, 2019
Date Filed


Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.