



UNIVERSITY OF CENTRAL FLORIDA

**Board of Trustees
Executive Committee Meeting
October 22, 2019
UCF Downtown, Room 169**

MINUTES

CALL TO ORDER

Chair Beverly Seay called the meeting to order at 1:30 p.m.

Committee members Joseph Conte, Alex Martins, John Sprouls, and William Yeargin were present. Committee members Danny Gaekwad and Robert Garvy attended via teleconference. Trustee Self was present, and Trustee Walsh attended via teleconference. A quorum was confirmed.

MEETING MINUTES

The minutes of the August 7, 2019 Executive Committee meeting were approved as submitted.

REMARKS AND INTRODUCTIONS

Seay invited Mike Kilbride, Assistant Vice President, UCF Downtown, to welcome the board. Kilbride shared brief highlights of the first 53 days since the UCF Downtown campus opened.

OLD BUSINESS

Board Office (INFO-1)

Seay stated that based on the recommendations from the Association of Governing Boards (AGB), a board office was established to coordinate and facilitate the work of the UCF Board of Trustees. It is under the direction of Janet Owen, Vice President for Government Relations. Seay also noted Karen Monteleone, Assistant Vice President, Board Relations, is serving as the Board Professional for the office, which is now fully functional. The Board Office serves as the central primary point of contact for all inquiries, requests, and dissemination of information to the Trustees. This office also engages with the Board of Governors, elected officials and any others to support the University's Strategic Plan.

Seay stated having a board office will allow the board to work more effectively and efficiently and will ensure a consistent approach to meetings, communications, and requests of management. Any board related matter or requests should be directed through the Board Office.

Seay asked Sprouls and the Compensation and Labor Committee to review previous presidential assessments and prepare a draft plan to bring before the board.

Chair Seay noted that Board of Governors Regulation 1.001 – University Board of Trustees Powers and Duties was included in the board materials. She noted this regulation should be reviewed by trustees on an ongoing basis.

Additionally, she stated Monteleone will be contacting trustees for individual meetings to share their feedback.

Crisis Response Task Force Update (INFO-2)

Rhonda Bishop, Vice President for Compliance and Risk, provided an update on the task force. The task force consists of ten members, led by Trustee John Lord and facilitated by Dr. Larry Barton, Risk Management Consultant, and their efforts will include identifying criteria of when the full board or board chair should be notified of a crisis. At their first meeting on October 10, 2019, the task force was charged to provide a recommendation to the Board of Trustees (BOT) regarding board and administration interaction as a result of a crisis, including notification and communication that occurs during a crisis.

Bishop highlighted the objectives of the task force:

- Outline UCF's current response processes and capabilities for different types of crises
- Identify different types of crises which could impact the university or surrounding community
- Define a severity index recommendation for notification and communication to the Chair and board
- Identify opportunities to strengthen and/or expand response capabilities

A final recommendation is expected to be provided to the board in February 2020.

Martins requested that the task force seek input from the trustees.

Gaekwad requested information on what projects are losing money at the university. Seay indicated there is a process being implemented to determine these projects and she is assigning a trustee to research the identified areas, specifically those where the university has made a significant investment. The board member assigned to the project will present their findings to the full board. Seay also said that going forward, she requests that the trustee with the most knowledge regarding a staff presentation at the board meetings should be present during the presentation to answer questions on the history, challenges, options and corrective actions being presented by staff.

POST-INVESTIGATION ACTION PLAN IMPLEMENTATION UPDATE (EXEC-1)

Seay requested that the committee mark item 53 titled 'Board Meetings' on the post investigation action plan as complete.

Seay summarized the steps taken to mark this item complete:

- Review of Presidential Delegation of Authority and the development of a Board Statement of Expectations, both on Nominating and Governance's agenda for later this afternoon.
- Committee agendas are approved by committee chairs
- Approval of Board Operating Procedures
- Frequent interaction between the President and Board Chair, Board Vice-Chair, Board Committee Chairs and other trustees
- As of the September board meeting:
 - An agenda that supports implementation of the recommendations suggested by the Association of Governing Boards.
 - Board meeting preparation intricately involved the Chair and committee chairs with a focus on strategic issues.
 - A focus on strategic issues (information items) to promote meaningful discussion and engagement of Board members.
 - Strategic development of agenda items to provide the Board with an accounting of certain expenditures (i.e. Distance Learning fee).

Martins indicated he supports this recommendation and he commented that it is equally important for trustees and staff to come prepared to all meetings.

Martins made a motion, with Sprouls providing the second, and item 53 was unanimously approved as complete.

NEW BUSINESS

Formation of BRIDG Task Force (INFO-3)

In August 2014, UCF entered into a Development Agreement with Osceola County for an R&D Center to be built by Osceola County for lease by UCF, approved by the Board of Trustees September 25, 2014, also known as the Florida Advanced Manufacturing Research Center or BRIDG.

Seay has asked Trustee David Walsh to lead a task force and keep the board apprised of the university's strategy for BRIDG. Walsh indicated this is a complex activity with a large research component. He said the task force should have preliminary results in time for the next board meeting.

Interim President Thad Seymour, Jr. appointed Scott Cole, Vice President and General Counsel as the administrative staff lead. Cole indicated that the task force will be taking a deep dive into BRIDG, researching its history and financials.

Martins indicated it would be beneficial to tour the facility for this project and other major projects the board has approved.

DISCUSSION

UCF Health Strategy (INFO-4)

Seay asked Conte to lead a task force to evaluate the strategy for UCF Health, the hospital when it comes online, and the cancer center (housed in the former Sanford Burnham building) when it becomes operational. Conte will work in coordination with Seymour and Dr. Deborah German, Vice President, Health Affairs, to address current strategies for UCF Health.

Conte indicated reorganization began in the spring and a three-year plan has been developed.

Universities of Distinction Accountability Plan to the Board of Governors (INFO-5)

Seay said that in August, the Board of Governors (BOG) Budget & Finance Committee unveiled their legislative budget requests for the State University System in the upcoming 2020 state legislative session. The BOG is requesting new or additional funding for initiatives for Performance Funding and Preeminent Universities and Universities of Distinction. Seay said UCF is currently categorized under 'Universities of Distinction.' According to the BOG, "Universities of Distinction is a path towards excellence that will produce high-quality talent to diversify Florida's economy, stimulate innovation, and provide a return on investment to the state."

Seay stated at the September 19, 2019 Board of Trustees meeting, Interim President Seymour updated UCF trustees on this initiative. The proposal is titled "UCF Power Up."

Seay invited Michael Georgiopoulos, Dean of the College of Engineering and Computer Science, to present on the UCF Power Up proposal. Georgiopoulos' presentation described UCF's plan to power up the UCF College of Engineering and Computer Science by requesting faculty lines, lab upgrades, support positions, OPS student funds and bridge program investments.

Martins asked if these funds could be used to support the Master of Science in Financial Technology (FinTech) that was recently approved in the Finance and Facilities Committee. Elizabeth Dooley, Provost and Vice President for Academic Affairs, confirmed it could not.

Seay brought up two questions for discussion on this proposal.

- How will the board hold the administration accountable for achieving the goals set forth in the plan?
 - It was determined the metrics Georgiopoulos presented would be used to hold the administration accountable.
- Who would manage the funds if this proposal is accepted?
 - It was determined the funds would be managed through Academic Affairs.

Seay asked Paige Borden, Associate Provost for Academic Program Quality and Associate Vice President of Institutional Knowledge Management, if this program would help the university reach preeminence?

- Borden confirmed this program would help move the university's needle closer to preeminence.

ADJOURNMENT

Seay adjourned the meeting at 3:03 p.m.

Reviewed by: Beverly Seay Date: 1/10/2020
Beverly Seay
Chair, Executive Committee

Respectfully submitted: Janet D Owen Date: 1/13/2020
Janet Owen
Associate Corporate Secretary