

UNIVERSITY OF CENTRAL FLORIDA

Board of Trustees Advancement Committee President's Boardroom, Millican Hall February 19, 2020, 10:00-11:00 a.m. Conference Call-In Phone #1-800-442-5794, passcode 463796

AGENDA

I.	CALL TO ORDER	Danny Gaekwad Chair, Advancement Committee
Π.	ROLL CALL	Lauren Ferguson Director, Foundation Board Relations and Development
III.	MEETING MINUTES	Chair Gaekwad

• Approval of the November 22, 2019 Advancement Committee meeting minutes

IV. NEW BUSINESS

- UCF Advancement Committee Charter (INFO-1)
- Alumni, Development, and Foundation -IGNITE Campaign Overview (INFO-2)
 - Vetting and Due Diligence Process for External Namings (INFO-3)
- V. OTHER BUSINESS

VI. CLOSING COMMENTS

Chair Gaekwad

Mike Morsberger, Vice President for Advancement and CEO, UCF Foundation

Mike Morsberger

Chair Gaekwad

Chair Gaekwad



UNIVERSITY OF CENTRAL FLORIDA

Board of Trustees **Advancement Committee Meeting** November 22, 2019 Teleconference Meeting

MINUTES

CALL TO ORDER

Trustee Danny Gaekwad, chair of the Advancement Committee, called the teleconference meeting to order at 10:06 a.m. Committee members Joseph Conte, Kyler Gray, Alex Martins, and David Walsh participated by phone. Trustee Bradley was not present. A quorum was confirmed.

MINUTES

The minutes from the July 18, 2019 meeting were approved as written.

NEW BUSINESS

2020 Committee Priorities

Chair Gaekwad opened the meeting by requesting committee input and guidance on future items for the committee to address.

Vice Chair Conte noted that the three vice presidents who staff the Advancement Committee are Grant Heston, Vice President for Communications and Marketing, Mike Morsberger, Vice President for Advancement and CEO of the Foundation, and Janet Owen, Vice President for Government Relations.

Gaekwad said that he was able to spend time with the Foundation staff in September and they provided him with the additional information that had he requested after the July meeting. He asked Mike Morsberger to provide a summary of their visit.

Janet Owen noted that staff is working on individual engagement strategies for Trustees that will ensure consistent and productive conversations with external constituencies.

Martins said that he would like to continue to receive detailed updates from the three vice presidents who staff the committee.

The committee members provided input on ways the board can further engage in fundraising and legislative advocacy for UCF.

Gaekwad requested the charter be reviewed at the next meeting and the Trustees should come prepared to share their feedback.

Walsh suggested meeting with the new and current Trustees to obtain an understanding of their contacts, respective networks where they have influence and how they can help the university.

Chair Gaekwad adjourned the meeting at 10:31 a.m.

ITEM: INFO-1

UCF BOARD OF TRUSTEES Advancement Committee February 19, 2020

Title: Second Amended and Restated Advancement Committee Charter

Background:

The Advancement Committee Charter was last approved by the Board of Trustees on November 17, 2016. During the committee's last meeting on November 22, 2019, it was requested to bring the charter to the committee for review at its next meeting.

Issues to be Considered:

Comments and suggestions for potential modifications to the charter will be collected by staff. An updated draft charter will be presented to the committee for consideration at the April 22, 2020, Advancement Committee meeting.

Alternatives to Decision:

N/A

Fiscal Impact and Source of Funding: N/A

Recommended Action:

For information only.

Authority for Board of Trustees Action: N/A

Contract Reviewed/Approved by General Counsel: N/A

Committee Chair or Chairman of the Board approval:

Chair Gaekwad approved adding this item to the agenda.

Submitted by:

Lauren Ferguson, Director for Foundation Board Relations and Development.

Supporting Documentation:

Attachment A: Second Amended and Restated Advancement Committee Charter

Facilitators/Presenters: Danny Gaekwad, Chair, Advancement Committee

Attachment A

Second Amended and Restated Advancement Committee Charter

1. Overall Purpose and Objectives

The Advancement Committee is appointed by the University of Central Florida Board of Trustees to provide strategic input and oversight to the areas of university relations, alumni engagement and development, and Communications and Marketing.

2. Authority

The Board authorizes the committee to:

- 2.1 perform activities within the scope of its charter
- 2.2 engage advisers as it deems necessary to carry out its duties
- 2.3 have unrestricted access to management, faculty, and employees of the University of Central Florida and its direct support organizations and affiliates, as well as to all books, records, and facilities of each
- 2.4 review strategic initiatives and policies for the divisions performing the university's Advancement role

3. Organization

Membership

- 3.1 The chair of the Board will appoint the chair and members of the committee.
- 3.2 The committee will consist of at least five members, including chair of the committee. The chair of the Board of Trustees will serve as an ex-officio member of the committee in addition to the five members.
- 3.3 Members will serve on the committee until their resignation or replacement by the chair of the Board.

Meetings

3.4 A majority of the members of the committee will constitute a quorum for the transaction of business.

- 3.5 Meetings will be held not less than four times per year.
- 3.6 The committee will maintain written minutes of its meetings.
- 3.7 The committee may request special reports from university or DSO management on topics that may enhance its understanding of their activities and operations as it relates to the Advancement mission.

4. Roles and responsibilities

With regard to each topic listed below, the committee will:

University Relations Policy

Review and Input

- 4.1 review and ensure that a written policy exists for guidance on general political involvement of individuals affiliated with the university
- 4.2 review and ensure that a written policy exists for guidance on involvement in political process related to use of campus facilities and other assets
- 4.3 review and ensure that a written policy exists for ethical guidelines related to the lobbying process
- 4.4 review the mission of the division

Action (information and counsel as appropriate by BOT):

- 4.5 periodically receive information on staffing and operational environment and provide appropriate counsel
- 4.6 provide appropriate counsel on communication techniques
- 4.7 actively participate in building relationships with relevant government officials and other appropriate publics, with the intent to advocate the university's goals
- 4.8 provide counsel on legislative session strategy, priorities and practices

Communications and Marketing

- 4.9 support recruitment
- 4.10 communicate with marketing, news, radio, and TV units on noteworthy people and programs
- 4.11 support fundraising efforts
- 4.12 enhance UCF's visibility and prestige among target audiences locally, statewide and nationally
- 4.13 participate in media interviews and UCF television programs
- 4.14 assist Communications and Marketing in accomplishing UCF initiatives

Alumni Engagement and Development

- 4.15 make a gift at the minimum level determined by the Board. This requirement excludes ex-officio members
- 4.16 in consultation with the Vice President for Advancement, help to identify new donor prospects and be aware of opportunities for transformational gifts to UCF
- 4.17 support the university's strategic plan goals related to Alumni Engagement and Annual Giving
- 4.18 in coordination with the Vice President for Advancement, host alumni, cultivation, and stewardship events to promote a culture of service and philanthropy at UCF
- 4.19 be advocates, advisors, and ambassadors for UCF throughout the region and around the nation

5. Governance

- 5.1 evaluate the committee's own performance, both of individual membersand collectively, on a regular basis
- 5.2 evaluate the achievement of the committee's duties specified in the charter and provide an accountability summary to the Board
- 5.3 provide a summary on the Board's *Attendance and Participation Dashboard* and *Trustee Self-Assessment* forms
- 5.4 review the committee charter annually and discuss any required changes with the Board
- 5.5 ensure that the charter is approved or reapproved by the Board annually

Adoption of Charter

I HEREBY CERTIFY that the University of Central Florida Board of Trustees adopted this Second Amended and Restated charter at its regularly scheduled meeting on <u>November 17, 2016.</u>

Secretary University of Central Florida Board of Trustees

ITEM: INFO-2

UCF BOARD OF TRUSTEES Advancement Committee February 19, 2020

Title: IGNITE Campaign Overview

Background:

Mike Morsberger, Vice President for Advancement and CEO of the UCF Foundation, will provide the Advancement Committee with an overview of the results from UCF's IGNITE Campaign.

Issues to be Considered: N/A

Alternatives to Decision: N/A

Fiscal Impact and Source of Funding: N/A

Recommended Action: For information only.

Authority for Board of Trustees Action: N/A

Contract Reviewed/Approved by General Counsel: N/A

Committee Chair or Chairman of the Board approval: Chair Gaekwad approved adding this item to the agenda.

Submitted by:

Mike Morsberger, Vice President for Advancement and CEO, UCF Foundation

Supporting Documentation:

Attachment A: IGNITE Campaign Summary presentation

Facilitators/Presenters:

Mike Morsberger, Vice President for Advancement and CEO, UCF Foundation

Attachment A

Board of Trustees Advancement | UCF Foundation IGNITE Campaign Summary February 20, 2020

IGNITE Campaign Summary



"The IGNITE Campaign's success is shared by the entire Knight Nation: students, faculty, staff, alumni, friends and community members. As a twotime alumnus, I have seen UCF grow into the powerhouse it is today, and I am so proud of what we have accomplished and the future we have prepared for UCF."

> -Rick Walsh '77 '83MS HC'14, Campaign Chair



IGNITE Campaign Donor Summary

- Donors came from 67 Florida counties (all of them)
- 50 U.S. states
- 25 countries
- 42,304 donors were UCF alumni
- 4,389 were UCF students
- 103,277 were individuals or families
- 3,709 were corporations, foundations and other organizations





IGNITE Campaign Giving Summary



- 370 donors made gifts of \$100,000 or more
- More than 200 gave by including UCF in their estate plans
- \$118,046,973 was given by UCF alumni and former students
- Over \$8,700,000 was given by UCF faculty and staff
- \$31,307,164 was given by the UCF Foundation Board, UCF Alumni Board and UCF Board of Trustees
- \$547,005 was given by UCF students



IGNITE Campaign Impact

- \$66,661,006 raised for student scholarships
- 405 new scholarships established
- \$9,703,875 raised for firstgeneration scholarships
- \$233,535,510 raised to advance academic excellence
- 12 new endowed chairs and professorships created





IGNITE Campaign Impact



- \$34,821,820 raised for Student Development and Enrollment Services programs and scholarships
- \$110,769,451 raised for UCF Athletics
- \$288,338 raised for the Knights Helping Knights Pantry
- \$78,857,737 contributed to UCF's endowment
- 49% increase in number of alumni donors over the last five years of the campaign



IGNITE Campaign Fundraising Costs



IGNITE Campaign Cash Received



(In Millions)

IGNITE Campaign Disbursements



IGNITE Campaign Attainment and Gift Income







ITEM: INFO-3

UCF BOARD OF TRUSTEES Advancement Committee February 19, 2020

Title: Vetting and Due Diligence Process for External Namings

Background:

Chair Gaekwad requested that the Advancement Committee receive a review of the vetting and due diligence process for external namings.

Issues to be Considered: N/A

Alternatives to Decision: N/A

Fiscal Impact and Source of Funding: N/A

Recommended Action: For information only.

Authority for Board of Trustees Action: N/A

Contract Reviewed/Approved by General Counsel: N/A

Committee Chair or Chairman of the Board approval: Chair Gaekwad approved adding this item to the agenda.

Submitted by:

Mike Morsberger, Vice President for Advancement and CEO, UCF Foundation

Supporting Documentation:

Attachment A: Vetting and Due Diligence Process for External Namings presentation Attachment B: Florida Board of Governors Policy 9.005 Attachment C: University Board of Trustees Policy 2-2.06.1 Attachment D: UCF Foundation, Inc. Policy 2.00

Facilitators/Presenters:

Mike Morsberger, Vice President for Advancement and CEO, UCF Foundation

Attachment A

Vetting and Due Diligence Process for External Namings

Michael J. Morsberger Vice President for Advancement and CEO UCF Foundation, Inc.

UCF

External Naming Policies

Florida Board of Governors Policy 9.005

University Board of Trustees Policy 2-2.06.1

UCF Foundation, Inc. Policy 2.00



External Naming Policies





UCF

Background Check | Individual

LexisNexis Research

Information on individuals/family members, including potential risk factors such as criminal activity, financial instability, conflicts of interest and negative press

Giving Capacity Verification

Review of real estate holdings, publicly held stocks and other public assets, in addition to political and philanthropic giving history

Internet Search

News articles, red flags (*i.e. litigation, complaints*)



Background Check | Company

LexisNexis Dossier

Obtain basic information on company

Company Website

Basic information/locations/executives

Internet Search

News articles, red flags (i.e. litigation, complaints)

Individual Officer Review

Top executives, checking for criminal activity or litigation



Gift Acceptance Committee Approval

The **Gift Acceptance Committee** is comprised of UCF Foundation staff:

- Associate Vice President for Colleges and Units
- Associate Vice President for Principal Gifts
- Assistant Vice President for Planned Gifts
- Executive Director for Colleges and Units
- Associate Vice President for Advancement/Chief Financial Officer or Designee
- Director of Records and Gifts
- Key factors in the committee's decision making include if the gift is aligned with policies/procedures and in the best interest of the University
- > A vote is taken on whether to recommend the gift to the Foundation Board or Executive Committee



UCF Foundation Board of Directors Approval

- Documents are reviewed by the Board of Directors or Executive Committee
- Key factors in decision making include if the gift is aligned with policies/procedures and in the best interest of the University
- Recommendations are taken via vote to advance the gift to the Board of Trustees







UCF Board of Trustees Approval

Final naming approval rests with the UCF Board of Trustees





Attachment B

9.005 Naming of Buildings and Facilities

The naming of any building, road, bridge, park, recreational complex, other similar facility or educational site, as defined in Board regulation 8.009, (collectively referred to as a "University Facility") of a state university for individuals or groups who have made significant contributions to the university or the state of Florida is the prerogative and privilege of the State University System of Florida and is vested in the Board of Governors. The Board of Governors hereby delegates such approval authority to each university board of trustees provided that the board of trustees establishes procedures for the naming of such University Facilities to include the following elements:

(a) The naming of any University Facility must be approved by the board of trustees as a noticed, non-consent agenda item.

(b) Non-gift related honorary naming of a University Facility should be reserved for individuals who have made significant contributions to the university or to the state of Florida or to the fields of education, government, science or human betterment and who are of recognized accomplishment and character. Honorary naming of a University Facility is not allowed for any active board member or employee of the Board of Governors or any active employee, student, or trustee of the university.

(c) Gift-related naming of a University Facility requires a donation which makes a significant contribution to the cost of the University Facility, or for an existing facility, significant improvements, both as established by the board of trustees' policy. The limitations set forth in paragraph (b) are not applicable to gift-related naming of a University Facility.

Authority: Section 7 (d), Art. IX, Fla. Const., History–Formerly 6C-9.005, 11-3-72, Amended 12-17-74, 8-11-85, Amended and Renumbered as 9.005, 3-27-08. Amended 11-21-13.

Attachment C



Office of the President

SUBJECT: UCF Foundation Donor Recognition	Effective Date: 07-13-11	Policy Number: 2-206.1		
	Supersedes: 2-206	Page Of 1 3		
	UCF Foundation C	Responsible Authority: UCF Foundation Chief Executive Officer and UCF Foundation Chief Development Officer		

DATE OF INITIAL ADOPTION AND EFFECTIVE DATE: 01-18-06

APPLICABILITY/ACCOUNTABILITY:

The University of Central Florida Foundation's policy relating to donor recognition extends to all university employees and donors.

BACKGROUND INFORMATION:

The Foundation is a tax-exempt charitable organization under Section 501(c)(3) of the Internal Revenue Code and a DSO of the University of Central Florida. The Foundation raises funds to provide the university with resources for scholarships and to provide the university with support to supplement its programs.

The backbone of long-term relationships is the consistent and timely stewardship that provides recognition to donors for gifts to the university. The Foundation will acknowledge the commitment and generosity of any donor who supports the university with a gift received by the Foundation.

POLICY STATEMENT:

The Foundation is responsible for the applicable donor recognition for gifts to the Foundation to benefit the university. It is the Foundation's policy to recognize donors in a timely and consistent manner. See the Foundation's Donor Recognition Policies for additional details.

P.O. Box 160002 • Orlando, FL 32816-0002 • (407) 823-1823 • FAX (407) 823-2264 An Equal Opportunity and Altimative Action Institution

DEFINITIONS:

CDO. The Associate Vice President for Development and the Chief Development Officer of the University of Central Florida Foundation, Inc.

CEO. The Vice President of Alumni Relations and Development and the Chief Executive Officer of the University of Central Florida Foundation, Inc.

Donor. Person or entity that makes a contribution to the Foundation to benefit University of Central Florida.

DSO. This type of entity is a direct support organization of the University of Central Florida, which is organized for the benefit of the university as described in <u>Florida Statutes Section</u> 1004.28.

Foundation. University of Central Florida Foundation, Incorporated

Gift. An irrevocable transfer of personal property (e.g., cash, securities, books, equipment) or real property by a donor, for the charitable purpose designated by the donor. A gift is voluntarily transferred by a donor to the Foundation without compensation. There must be donative intent by the donor; therefore, the donor must release control over the gift. In addition, to have donative intent, there should not be any substantial benefit transferred to the donor in return for the gift.

RELATED DOCUMENTS:

UCF Foundation Donor Recognition Policy https://app.policyiq.com/FoundationUCF/Default.aspx?Key=092daca4-c94d-475e-96f6-3a2d4b603766

Other UCF Foundation policies <u>https://app.policyiq.com/FoundationUCF/Default.aspx?Key=092daca4-c94d-475e-96f6-</u> 3a2d4b603766

2-206.1 UCF Foundation Donor Recognition 2

CONTACTS: University of Central Florida Foundation, 12424 Research Parkway, Suite 140, Orlando, FL 32826, Phone (407) 882-1220

INITIATING AUTHORITY: Vice President of Alumni Relations and Development

POLICY APPROVAL				
(For use by the Office of the President)				
Policy Number: 2-206.1 Initiating Authority: Apply phone of the second s	Date: <u>\$/2.3/11</u>			
Policies and Procedures Review Committee Chair: Jungluce	Date: 2-23-11			
President or Designee: An C. All	Date: 8 29/11			

2-206.1 UCF Foundation Donor Recognition 3

Attachment D

Advancement | UCF Foundation, Inc.

Naming Opportunities Policy

Policy# 2.00 Effective Date: 09/28/17 Responsible Department: Administration

1. **PURPOSE**

University Central Florida Foundation, Inc. (Advancement) seeks to appropriately recognize donors for their philanthropy by providing naming opportunities at the University of Central Florida (University). The Florida Board of Governors (BOG) delegated approval authority of naming certain facilities to the University Board of Trustees (BOT or Board of Trustees) in BOG Policy 9.005, as further outlined in this policy, and BOT has delegated the responsibility for donor recognition to the Foundation in BOT Policy 2-2.06.1.

This policy establishes minimum guidelines and processes for naming opportunities to provide guidance to prospective donors, as well as Advancement and University staff about the size and structure of gifts for particular opportunities, promote consistency in naming levels, provide guidance on the approval process, and ensure donor intent and University purposes are clearly detailed.

2. **APPLICABILITY**

All philanthropic naming opportunities for the University, including, but not limited to naming opportunities for facilities, features, general campus areas, colleges, schools, programs, departments, institutes, academic centers, fellowships, professorships, academic positions, together with all named endowed funds.

3. **POLICY**

- A. <u>Proposals for Naming</u>. All solicitation approvals and policies will be followed. Prior to any naming discussions with a donor, a proposal will be submitted to the Vice President for Advancement and Chief Executive Officer. The Vice President for Advancement and Chief Executive Officer will be responsible for coordinating and obtaining all other approvals, as more particularly set forth in this policy.
- B. <u>Vetting</u>. Any potential name will be thoroughly investigated by the Gift Acceptance Committee (GAC) and presented to the Vice President for Advancement and Chief Executive Officer for approval by the President.

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- C. <u>Buildings and Exterior Physical Facilities</u>. The naming of any external facilities or features as the result of a private gift must be approved by the following:
 - i. the Vice President for Advancement and Chief Executive Officer;
 - ii. the Vice President for Administration and Finance;
 - iii. the President of the University; and
 - iv. the University Board of Trustees, as a noticed non-consent agenda item.

Naming opportunities in this section will generally require a minimum donation of one-third of the construction or renovation cost when a new building is being constructed or renovated.

- D. <u>Interior Rooms or Interior Portion of a Facility</u>. The naming of any portion of a facility (e.g. a classroom or auditorium), as a result of private gift, must be approved by the following:
 - i. the Vice President for Advancement and Chief Executive Officer;
 - ii. the Vice President for Administration and Finance; and
 - iii. the President of the University.

For the construction or renovation of interior rooms or an interior portion of a facility such as classrooms or auditorium, the suggested minimum donation will be one-third of the construction cost.

- E. <u>Schools, Departments, Etc.</u> For the naming of University colleges, schools, departments, institutes, and academic centers or programs as a result of a private gift, the naming agreements must be approved by the following:
 - i. the Vice President for Administration and Finance;
 - ii. the Vice President for Advancement and Chief Executive Officer;
 - iii. the Provost;
 - iv. the President of the University; and
 - v. the University Board of Trustees.

An establishment of an academic center or institute also requires approval from the Provost or his/her designee, and if it is a state-wide center or institution or state funding is used, the Board of Governors.

F. <u>Naming Schedule</u>. The Vice President for Advancement and Chief Executive Officer, together with Vice President for Administration and Finance, may establish a schedule of requisite amounts or naming opportunities for planned or existing buildings, existing exterior physical facilities, existing interior rooms or portion of Facility, or existing schools, departments, etc. In the event such a schedule has been established and the proposed amount is within the schedule, it shall be presumed that all internal approvals have been obtained and the only approval necessary will be that which is set forth in Section 3B Vetting.

- G. <u>Deviations from Recommended Levels for Naming</u>. Recommended minimum amounts may be deviated from upon approval by the Vice President for Advancement and Chief Executive Officer, after consultation with the President of the University. Potential consideration for deviating from the minimum level would include possible revenue streams, overall donor history or special circumstances surrounding the project or gift.
- H. Term for Naming of Facilities, Features, General Campus Areas, Schools, Departments, etc. Unless endowed, naming rights for those facilities, features, general campus area, Schools, Departments, etc., as more particularly set forth in Sections C-E of this policy, will not last in perpetuity; rather it is restricted to the life of the associated opportunity for which it was named (e.g. building, classroom, department, etc.). Naming offered for an endowed gift will be named in perpetuity, although recognition may be transferred should the building be razed, removed or demolished, or if there is the opportunity to rename.

Opportunities may be renamed, subject to the specific terms and conditions set forth in any applicable gift agreement, if one of the following occurs:

- i. the facility's useful life expires;
- ii. the facility must be substantially replaced or renovated to remain useful;
- iii. the use of the area is re-designated;
- iv. any agreed upon term limit for a naming that may be set forth in a gift agreement expires; or
- v. the building, facility or area is destroyed by fire or an act of God.

When an opportunity may be renamed due to one of the above, Advancement will use its best efforts to reach out to the donor(s) or heir(s) to offer the opportunity to enter into a new gift agreement for the new renaming, subject to the requirements set forth in this policy.

- I. <u>Gift Agreement</u>. Upon acceptance of a proposal, the donor will sign a gift agreement, which details the amount of the gift, the schedule of payment, the proposed name of the building, physical space, college, school or endowment fund, together with a statement that the University reserves the right to remove the name of a donor in accordance with the Removal of Name section of this policy. The gift agreement must also note that the Board of Trustees may have ultimate approval rights. The gift agreement will be reviewed by Advancement's Legal Counsel.
- J. <u>Recommendation from Board of Directors</u>. For any naming requiring Board of Trustees approval, the naming will first be presented to the University of Central Florida Foundation, Inc. Board of Directors for recommendation to transmit to the Board of Trustees.
- K. <u>Payment of Pledge</u>. Receipt of a minimum of fifty percent (50%) of the donor's total gift pledged is typically required prior to the placement of any signs or any naming acknowledgement. This requirement may be waived by the Vice President for Advancement and Chief Executive Officer.

L. <u>Administrative Naming</u>. Occasionally the University may wish to recognize or commemorate individuals who have had significant impact on the University in some manner.

An administrative naming must be approved by the Vice President for Advancement and Chief Executive Officer, together with the President of the University, as well as the Board of Trustees. Honorary naming of University facility is not allowed for any active board member or employee of the Board of Governors or any active employee, student or trustee of the University. Except as expressly permitted in Florida Statutes 267.062, no state building, road, bridge, park, recreational complex or other similar facility will be named for any living person.

- M. <u>Removal of Names</u>. The University reserves the right to remove a donor's name under the following circumstances:
 - i. In the event the donor fails to fulfill his or her full pledge to the University;
 - ii. The donor or honoree is found guilty of or pleads No Contest to any criminal or civil violation;
 - iii. The donor or honoree enters into a settlement agreement with any government or authority to avoid prosecution; or
 - iv. By majority vote of the Board of Trustees if the donor or honoree has engaged in conduct that may tarnish the reputation or goodwill of the University, does not promote the University in its best light or fails to adhere to the University's goals or mission statement.

4. CLARIFICATION

Requests for clarification of this policy should be sent to the Senior Associate Vice President for Advancement.

Certified as approved by the Executive Committee of the Foundation Board of Directors on September 28, 2017.

Name: Michael J. Morsberger Title: Vice President Advancement and Chief Executive Officer

Revision history: Adoption Date: 09/14/12 Revised: 09/28/17