



UNIVERSITY OF CENTRAL FLORIDA

Board of Trustees  
Governance Committee Meeting  
April 14, 2021  
Virtual Meeting

**MINUTES**

**CALL TO ORDER**

Trustee Michael Okaty, chair of the Governance Committee, called the meeting to order at 11:41 a.m. Committee members Joseph Harrington, Sabrina La Rosa, Alex Martins, John Sprouls and Chair Seay (*ex-officio*) attended virtually. Trustee Joseph Conte also attended virtually.

**MINUTES**

Trustee Sprouls made a motion to approve the minutes from the February 10, 2021, Governance Committee meeting. Trustee LaRosa seconded the motion.

The committee unanimously approved the minutes of the February 10, 2021, Governance Committee as submitted.

**NEW BUSINESS**

Committee Restructuring (INFO-1)

Okaty provided comments and facilitated a preliminary discussion on committee restructuring. Karen Monteleone, Assistant Vice President for Board Relations, presented an overview of the current committee structure and shared a summary of feedback received from the trustees and committee staff. Chair Seay and Trustees Sprouls, Harrington, Conte, and Martins each provided comments. This item will be presented again at the June meeting for action.

Direct Support Organizations Governance Recommendations (GOVC-1)

Margaret Cole, Associate Vice President for Direct Support Organizations, presented the recommendations for direct support organizations and affiliated organizations as a result of the Emerging Issue project that was completed last year. She briefly reviewed the six proposed recommendations. These recommendations are an effort to balance the principles of accountability and transparency while also evaluating risk without hindering success. Trustee Harrington made a motion to accept the recommendations and Trustee LaRosa seconded. The motion was approved unanimously.

Amendments to University Regulations UCF-2.036 College Credit for Nontraditional Courses Prior to Initial Enrollment (GOVC-2)

Youndy Cook, Interim Vice President and General Counsel presented the proposed amendments to UCF-2.036. This regulation was updated last year, however there was a request to better define nontraditional courses. These proposed amendments were previously discussed in the Educational Programs Committee and it was proposed that the structure of the regulation be rearranged to increase clarity. Trustee Martins made a motion to approve the proposed regulation amendments with the non-substantive changes to the structure of the regulation as described and Trustee Harrington seconded. The motion was approved unanimously.

Amendments to University Regulations UCF-3.010 Faculty Evaluation and Improvement (GOVC-3)

Cook presented the proposed amendments to UCF-3.010. The amendments are being proposed to address conflicting or missing information within existing policies about the evaluation of administrative faculty outside of the collective bargaining agreement, to better align this regulation with the collective bargaining agreement, to clarify language regarding student evaluation of teaching instruction, and to add language requiring the annual evaluations of administrative faculty and establishing the process for evaluation of OPS adjunct faculty. This regulation was previously discussed in the Educational Programs Committee as an information item. Trustee LaRosa inquired as to whether student evaluations of faculty members are incorporated into the annual faculty evaluations. Lucretia Cooney, Director of Faculty Excellence, confirmed that is correct. Trustee Harrington suggested that additional language be added to paragraph (7) to clarify that evaluations of OPS adjunct faculty be completed by the departmental chair or the associate chair. Trustee Harrington made a motion to approve the proposed regulation amendments and incorporate the new proposed language to paragraph (7) and Trustee Martins seconded. The motion was approved unanimously.

Amendments to University Regulations UCF-6.008 Vehicle Registration Fees; Parking Violation Fines (GOVC-4)

Cook presented the proposed amendments to UCF-6.008. The proposed amendments remove the "DIT" permit option that is no longer offered and adds language regarding a late fee charge when an administrative fee is not paid within ten business days. Trustee Harrington suggested that accommodations for university volunteers parking on campus be made available. Andy Rampersad, UCF Parking Services, indicated that there are reduced fee daily permits available for this situation, or that the Parking Advisory Committee could assist with alternative arrangements. Chair Okaty asked staff to look briefly into this issue further and bring it back to either this committee or the Advancement Committee for an update. Trustee Sprouls made a motion to approve the proposed regulation amendments and Trustee LaRosa seconded. The motion was approved unanimously.

Reappointment of Limbitless Solutions Board Members (GOVC-5)

Cook presented the reappointment of three members to the Limbitless Solutions Board of Directors for approval. The Board members proposed for reappointment are Janet Owen, Elizabeth Klonoff, and Anne Smallwood. They were discussed at the February 8, 2021, Limbitless Solutions Board of Directors meeting. Trustee Martins made a motion to approve the reappointments and Trustee Sprouls seconded. The motion was approved unanimously.

Appointment of Board Members to UCF Convocation Corporation Board of Directors (GOVC-6)

Cook presented the appointment of two individuals to the UCF Convocation Corporation (UCFCC) Board of Directors to fill board vacancies. The President appointed Gerald Hector, Senior Vice President for Administration and Finance, as UCFCC Board Chair and *ex-officio* officer and director, and Terry Mohahir, Vice President and Athletics Director, as *ex-officio* director to fill the described roles for the terms specified in the UCFCC bylaws. Trustee Harrington made a motion to approve the appointments and Trustee Sprouls seconded. The motion was approved unanimously.

Appointment of Board Member to UCF Finance Corporation Board of Directors (GOVC-7)

Cook presented the appointment of Gerald Hector to the UCF Finance Corporation Board of Directors as Chair *ex-officio*. Hector was appointed by the President to fill this position for the term specified in the UCFCC bylaws. Trustee Martins made a motion to approve the appointment and Trustee Harrington seconded. The motion was approved unanimously.

Bi-Annual Board Self-Assessment Process (INFO-2)

Okaty presented an update on the biannual Board Self-Assessment Process. All trustees have responded and the survey is now closed. A summary of the results and recommendations will be presented at the full Board meeting.

Board Chair and Vice Chair Nomination Process (INFO-3)

Okaty provided an overview of the chair and vice chair nomination process, acknowledging that the nomination process is further outlined in the Governance Committee charter. The committee is responsible for the process of nominating and recommending to the full board the election of these positions for terms beginning July 1, 2021 through June 30, 2023. In May, the Board Office will send a call for nominations and Trustees will have thirty days to submit their nominations in writing. The Board Office will compile the submitted nominations for the committee's review at the June 16, 2021 meeting. A slate will be prepared for recommendation to the full board at the June 17, 2021, Board meeting.

**ADJOURNMENT**

The meeting adjourned at 12:51 p.m.

Reviewed by:

  
\_\_\_\_\_  
Michael Okaty  
Chair, Governance Committee

6-30-21  
Date

Respectfully submitted:

  
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Janet Owen  
Associate Corporate Secretary

6-30-21  
Date