



UNIVERSITY OF CENTRAL FLORIDA

**Board of Trustees
Executive Committee Virtual Meeting
May 4, 2021**

MINUTES

CALL TO ORDER

Chair Beverly Seay called the meeting to order at 10:00 a.m.

Committee members Chair Seay and Trustees Joseph Conte, Alex Martins, Harold Mills, Michael Okaty and John Sprouls joined virtually. Trustee Danny Gaekwad joined via teleconference.

Trustees Tiffany Altizer, Bill Christy, Jeff Condello, Joseph Harrington and Caryl McAlpin also joined virtually.

A quorum was confirmed.

MEETING MINUTES

Trustee Conte made a motion to approve the minutes from the February 4, 2021, Executive Committee meeting. Vice Chair Mills seconded the motion. The committee unanimously approved the minutes as submitted.

REPORTS

Legislative Budget Update

Seay recognized Janet Owen, Vice President for Government and Community Relations, to provide the committee with a summary of the legislative session that recently concluded.

Gerald Hector, Senior Vice President for Administration and Finance, discussed how this will influence UCF's budget planning for FY22.

The trustees had the following comments:

- Conte asked for a clarification on performance funding. He requested a comparison of the budget impact throughout the State University System institutions. Owen said she would share that information.
- Mills asked for a clarification of the state budget's net impact on the university. Owen

clarified that UCF's share of the System's \$18.5M reduction totals \$3.8M. Additionally, he asked for a clarification on pre-paid expenses. Hector explained the challenge of encumbrances over different fiscal cycles.

- Harrington asked if a bill could be passed during the special session in regard to the restrictions of carry forward. Owen stated that was suggested during the session without success.

Office of Board Relations

Seay stated the Office of Board Relations (Office) was established in 2019 to coordinate and facilitate the work of the Board and serves as the primary point of contact for all inquiries, requests and dissemination of information to the Trustees. She said that the Office would now be a part of the President's Office to better align with the President's organizational framework.

Seay recognized Mike Kilbride, Executive Chief of Staff, and Karen Monteleone, Assistant Vice President, Board Relations, to provide the committee with an update on the Office of Board Relations. The update included several areas of improvement the office is focusing on following the feedback received from the Board Self-Assessment survey and Board discussion at the April 22, 2021, meeting.

Seay said there will be continued discussion of these improvements at a future meeting.

There were no additional comments from the trustees.

Themes for FY 22 Planning

Seay asked the committee to consider themes, topics and opportunities that should be incorporated in the fiscal year '22 workplan, noting that President Cartwright will be presenting a draft workplan at the July Executive Committee meeting for committee feedback and approval. Seay said that Cartwright is working with the leadership team to prepare a Shared Governance overview for the June Board meeting.

Seay recognized Cartwright for comments. Cartwright briefly outlined key themes including Academic Excellence; Student Success; Strategic Enrollment Management; Physical Infrastructure; and Data Analytics.

- Mills said it would help to focus on answering what the university wants to be known for. Seay said that having the administration's analysis on what the university is best at, including market needs, and where we are going as a community would better support the trustees' involvement in discussions on the workplan and strategic plan.
- Conte expressed his desire for these conversations to clearly result in three to four colleges for investment. Cartwright said an overarching theme of the work plan being prepared is the strategic planning process. The strategic planning process should yield three to four areas that determine UCF's world-class assets. Cartwright noted that the strategic areas for investment will most likely span multiple colleges and overlap with what's happening in this region.

- Seay said being a metropolitan research university distinguishes UCF and how that applies to Orlando is important. Conte concurred, noting that UCF’s Rosen College of Hospitality Management is second in the world. Seay said we need to solve regional problems first before broadening into state, country and world problems.
- Christy commented that in looking ahead, the Board should not lose sight of how UCF is funded today and ensure a continued focus on metrics for optimizing areas of success remains part of discussions regarding what UCF is known for.
- Cartwright suggested to include in the workplan a trustee conversation on the region that will bring to bear the trustees’ expertise within their respective industries.
- Seay reminded Board members to better utilize the committees for addressing areas of concerns before discussion at full Board meetings. She said the new suggestion of providing trustees an overview of the actions and discussions ahead of committee meetings, and how that ties to the full Board meeting, will be helpful.
- Seay said Board members can work with the Board Office to address and understand concerns before removing items from the consent agenda in Board meetings. She asked that reoccurring themes over topics of concern be recognized so workshops can be scheduled to better understand the issues and their impact to the university.

ADJOURNMENT

Seay adjourned the meeting at 10:58 a.m.

Reviewed by: _____ Date: _____
 Beverly Seay, Chair UCF Board of Trustees

Respectfully submitted: _____ Date: _____
 Mike Kilbride, Associate Corporate Secretary