

**Minutes**  
**Board of Trustees Special Meeting**  
**University of Central Florida**  
**June 30, 2021**

Chair Beverly Seay called the special meeting of the Board of Trustees to order at 9:00 a.m.

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 confirmed that a quorum was present.

The following board members attended the meeting virtually: Chair Beverly Seay, Vice Chair Harold Mills, and Trustees Bill Christy, Jeff Condello, Meg Hall, Joseph Harrington, Caryl McAlpin, John Miklos and Michael Okaty. Trustee Meg Hall attended via teleconference.

Trustees Joseph Conte and Alex Martins attended the meeting in person.

Trustees Tiffany Altizer and Danny Gaekwad were not in attendance.

**PUBLIC COMMENT**

There was one request for public comment. Al Hamman commented on his perspective of dual enrollment.

**NEW BUSINESS**

**BOT – 1 UCF Legislative Budget Requests**

Seay said that Legislative Budget Requests (LBR) are required to be submitted to the Board of Governors by July 9, 2021.

She called on Michael Johnson, Interim Provost and Vice President for Academic Affairs, to address the Board.

Johnson summarized the four proposed LBRs. The first proposal outlined was the mandated University of Distinction LBR, 'UCF Powering-Up Florida's High-Tech Economy,' (\$21,811,200).

Johnson said the next three LBR proposals are for university priorities:

- Advancing Medical Education and Healthcare in Central Florida, (\$5,000,000)
- UCF PTSD Clinic, known as RESTORES, for Florida Veterans and First Responders, (\$515, 000)
- Lou Frey Institute, (\$976,000)

Martins made a motion to approve BOT-1 with McAlpin providing the second.

The trustees had the following comments:

- Martins asked Johnson to outline the process by which the university identifies and strategically prioritizes the programs submitted as LBRs.
- Condello expressed concern about the hires and new hires outlined in the LBR proposals, requesting clarification on who prepares the organizational charts in the LBR proposals and how the university holds those authors accountable. He suggested that going forward the Board be given the data and background process in determining the LBR organizational charts. McAlpin concurred.
- Seay clarified the LBR submissions presented to the Board in 2019 and the modifications made since President Cartwright's arrival.
- Okaty asked Johnson how many LBRs were received and what the process is for selecting which come before the Board.
- Condello asked Johnson if the university's leadership team modified the LBR submissions before the submissions came before the Board.
- Seay suggested the Educational Programs Committee take a stronger review of the LBR submissions, since that committee has the best understanding of program and staffing needs.
- Conte made supporting comments regarding the College of Medicine LBR stating the proposed budget request would help to bring the College of Medicine closer to par with the other six medical schools in the state. Condello disagreed with this perspective.

The motion passed unanimously.

Seay stated that BOT-2 and BOT-3 were added to the Special Meeting agenda following written notice of the meeting. She said that the bylaws require an affirmative vote of not less than two-thirds of the trustees participating in the Special Meeting to consider items not included in the written notice. Seay asked for a motion to consider BOT-2 and BOT-3.

Harrington made a motion to consider BOT-2 and BOT-3 with McAlpin providing the second.

The motion passed unanimously.

#### BOT – 2 Heating, Ventilation and Air Conditioning (HVAC) Renovation Projects

Seay called on Gerald Hector, Senior Vice President for Administration and Finance, to address the Board.

Hector outlined the HVAC Renovation Projects allowed under federal guidance to utilize Higher Educational Emergency Relief Funds (HEERF).

Martins made a motion to approve BOT-2 with Harrington providing the second.

The trustees had the following comments:

- Condello asked Hector how the work will be awarded.
- Martins asked Hector for confirmation that the contractors being utilized had been competitively bid in the past.
- Seay noted the importance of a strategic plan in addressing the university's deferred maintenance needs.

The motion passed unanimously.

BOT – 3 Amended Five-Year Capital Improvement Plan

Seay called on Hector to address the Board.

At this point, Christy left the meeting and was not present for the discussion or vote.

Hector discussed amendments to the Capital Improvement Plan (CIP) approved by the Board at the June 17, 2021 meeting. He said the amended CIP prioritizes renovation and remodeling projects and discussed the renovation priorities being proposed.

McAlpin made a motion to approve BOT-3 with Mills providing the second.

The trustees had the following comments:

- McAlpin asked Hector for clarification on the process for selecting a committee [to review proposals] for larger renovation projects, including who decides the committees' membership.
- Mills asked Hector for a time frame for the comprehensive list of the university's existing assets. Hector stated the deliverable would be complete in the Fall.

The motion passed unanimously.

Seay asked if there was any new business to come before the Board. No new business was brought forward.

**ADJOURNMENT**

Seay adjourned the board meeting at 10:06 a.m.

Reviewed by: \_\_\_\_\_  
Beverly Seay, Chair UCF Board of Trustees

Date: \_\_\_\_\_

Respectfully submitted: \_\_\_\_\_  
Mike Kilbride, Associate Corporate Secretary

Date: \_\_\_\_\_