



November 16, 2023 UCF Board of Trustees Meeting

Board of Trustees
Live Oak Event Center
Nov 16, 2023 3:00 PM - 4:00 PM EST

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November 16, 2023 UCF Board of Trustees Meeting

Board of Trustees

Nov 16, 2023 at 3:00 PM EST to Nov 16, 2023 at 4:00 PM EST

Live Oak Event Center

Meeting Details: <https://youtube.com/live/egO4OEQLT7o?feature=share>

Conference Call Number: 929 205 6099

Meeting ID: 916 9962 4851

Passcode: 874420

Agenda

I. Agenda

Call to Order and Welcome

3:00 PM

Presenter: Alex Martins, Chair, UCF Board of Trustees

Roll Call

3:01 PM

Presenter: Lauren Ferguson, Assistant Vice President, Board Relations

Public Comment

II. Remarks

3:02 PM

Presenters: Chair Martins, Alexander N. Cartwright, President

III. New Business

3:22 PM

Presenter: Chair Martins

A. GOVC-2 FY2023 Presidential Assessment and Compensation Review

Presenter: Chair Martins

B. BOT - 1 President's FY2024 Goals

Presenter: Chair Alex Martins, President Alexander Cartwright

C. SPAC-1 External Naming

Presenter: Rodney Grabowski, Senior Vice President for Advancement & Partnerships

IV. Committee Reports

3:42 PM

Presenter: Chair Martins

V. Consent Agenda

3:44 PM

Presenter: Chair Martins

A. BOT-2 Board of Trustees Meeting Minutes

Presenter: Chair Martins

B. AESC-1 Tenure with Hire

Presenter: Tiffany Altizer

C. AESC - 2 Research Institutes and Centers Annual Reports

Presenter: Tiffany Altizer

D. AESC - 3 New Degree Program Proposal – M.S. in Health Sciences

Presenter: Tiffany Altizer

E. AESC-4 New Degree Program Proposal – M.S. in Robotics and Autonomous Systems

Presenter: Tiffany Altizer

F. AESC-5 Conferral of Degrees

Presenter: Tiffany Altizer

G. GOVC-1 Amendments to the Collective Bargaining Agreement Between the University of Central Florida Board of Trustees and the Central Florida Police Benevolent Association

Presenter: Michael Okaty

VI. Announcements

3:46 PM

Presenter: Chair Martins

VII. Adjournment

3:48 PM

Presenter: Chair Martins



Board of Trustees

November 16, 2023

Agenda Item

GOVC-2: FY2023 Presidential Assessment and Compensation Review

Proposed Board Action

The Governance Committee is asked to recommend to the Board of Trustees, on its non-consent agenda, approval of the Presidential Assessment and Compensation Review Executive Summary.

Authority for Board of Trustees Action

Board of Governors Regulation 1.001

Supporting Documentation Included

Attachment A: Presidential Assessment and Compensation Review Executive Summary

Facilitators/Presenters

Alex Martins, Chair, Board of Trustees



FY2023 Presidential Assessment and Compensation Review

EXECUTIVE SUMMARY

Objective

Consider the Presidential Assessment and Compensation Review Executive Summary and outlined compensation recommendations.

Summary of Key Observations/Recommendations

In June 2021, the Board approved a plan for evaluating the president's performance. The plan included an incentive award plan to be utilized in determining the president's annual incentive award. For Fiscal Year 2023, the Board approved a potential incentive compensation award of up to \$300,000.

The presidential assessment process began with the submission of a written management review statement and annual self-assessment to the trustees. Thereafter, the Vice President and General Counsel conducted individual interviews with all trustees to discuss their assessment of the president based on the approved presidential assessment criteria. The assessment includes two parts: an assessment of the president's leadership competencies and an assessment of the president's progress and accomplishments related to the incentive plan goals. Additionally, the Chair of the Board of Trustees requested input from the Chair of the Board of Governors (BOG).

Based on all feedback received, the Vice President and General Counsel compiled the Presidential Assessment and Compensation Review Executive Summary (Attachment A) in consultation with the Chair of the Board of Trustees.

Additional Background

Board of Governors Regulation 1.001 requires the Board to conduct an annual evaluation of the president. The UCF Board of Trustees Policy on Presidential Performance and Compensation Review specifies the process to be used and assigns responsibility to the Governance Committee to organize and conduct the annual assessment process with the president and review the president's compensation.

Rationale

Per BOG regulation 1.001 University Board of Trustees Powers and Duties and the UCF Board of Trustees Policy on Presidential Performance and Compensation Review, an evaluation of the president's performance, goals, and compensation is required by the UCF Board of Trustees annually.

Implementation Plan

If approved by the Board of Trustees, the university will promptly update the president's compensation and provide for the payment of any incentive compensation award.

Resource Considerations

If approved, non-state resources would be used to fund the incentive compensation payment.

Conclusion

Staff suggests that the committee recommend approval of the Presidential Assessment and Compensation Review Executive Summary and compensation recommendations as presented to the Board of Trustees.

2022-2023

Presidential Assessment and Compensation Review

Assessment Process and Criteria

The Board Policy on Presidential Performance and Compensation Review requires an annual assessment of the president's performance. The task of conducting this annual assessment is assigned to the Board of Trustees Governance Committee. After the September 28, 2023, Board meeting, Trustees were provided with information about the presidential assessment process, including a timeline of events and an assessment questionnaire. Each trustee was interviewed by Youndy Cook, Vice President and General Counsel, using that assessment questionnaire. The Board Chair also sought the input of Brian Lamb, Chair, Florida Board of Governors.

The assessment is divided into two parts. First, the Assessment of Leadership Competencies (personal characteristics; strong academic leader/faculty focus; student focus; proven record of diversity and inclusion; partnerships and external relations; administrative leadership, judgement, and decision making; fundraising and diversification of resources; athletics knowledge, knowledge of metropolitan universities; visionary leader; relationship with governance; financial acumen; and overall assessment), which used assessment ratings of: Exceeds Expectations, Meets Expectations, and Does Not Meet Expectations. Second, the Assessment of Fiscal Year 2023 Goals (student success and well-being; discovery and exploration; community and culture; and innovation and sustainability), which used assessment ratings of: Superior, Very Good, Satisfactory, Less than Satisfactory, and Unsatisfactory.

Executive Summary

President Cartwright exceeded the Trustees' expectations in his role as President of the University of Central Florida over the past year. He demonstrated strong leadership skills, strategic thinking, and a deep understanding of the university's mission and values. He elevated the profile of the University, as evidenced by record-breaking philanthropic achievement, high profile partnerships, increased state support, and rising position in prominent national rankings. Trustees recognize that students and faculty are thriving under President Cartwright's leadership, with increasing graduation rates, fewer students graduating with student loan debt, historically high total research expenditures, and increasing faculty numbers. Finally, Trustees noted Dr. Cartwright, with many accomplishments as of today, has more to do and cannot stop pushing the University forward.

In sum, Trustees are confident that Dr. Cartwright is leading UCF in the right direction. Overwhelmingly, Trustees express that the University is lucky to have Dr. Cartwright at the helm.

Chair Brian Lamb offered that President Cartwright has become a trusted advisor to the BOG and specifically the Chair. He noted that President Cartwright has shown outstanding leadership at UCF and has positioned the university for great success in the future. Chair Lamb also pointed to President Cartwright's relationship building in the Central Florida community as well as at the state level that has created great benefit to the institution. Finally, Chair Lamb noted that UCF is fortunate to have Alex Cartwright as its President and leader.

Leadership Criteria and Goals Assessment Highlights

The Trustees were in agreement that President Cartwright's overall performance Exceeded Expectations. President Cartwright was rated highest in the categories of relationship with governance, personal characteristics, student focus, and knowledge of metropolitan universities. Some highlights include:

- **Relationship with Governance.** In addition to expressing that UCF is lucky to have President Carwright, Trustees recognize President Cartwright is highly respected and trusted within the system, and that his relationships with the Board of Governors and in Tallahassee are a source of success for UCF. His efforts to connect with the campus and local communities are noted and appreciated. Several trustees expressed how much they enjoyed their working relationships with President Cartwright, both for his communications with them as trustees and for his willingness to listen.
- **Personal Characteristics.** In this category, trustees praised Dr. Cartwright's communication skills, his willingness to go the distance, his genuine and warm nature, and his approachability. President Cartwright is known as a person of high integrity and unafraid to lead through sensitive and challenging matters. More than one trustee commented that they feel confident that President Cartwright, given how well he has handled sensitive matters already, could readily handle difficult situations that may arise.
- **Student Focus.** He was praised for his focus on students and faculty, and for the ease he has in making a real connection with them, particularly in the context of smaller events. One trustee commented that in their experience university presidents were rarely so focused on student success. Another trustee praised President Cartwright for being so skilled at addressing challenging situations while balancing the interests of faculty and students.
- **Knowledge of Metropolitan Universities.** Dr. Cartwright has a clear vision for UCF as the University For the Future. Many trustees recognized Dr. Cartwright's communication skills, which allow him to articulate this vision effectively to internal and external stakeholders. The 2022-2027 Strategic Plan Unleashing Potential is a powerful roadmap to guide President Cartwright and help cement the mission at all levels of the institution.
- **Other Comments.** Where trustees had suggestions for the President were in areas where the trustees note that the University needs to build on past success to achieve more. For example, seeking more strategic partnerships; securing more funding; resolving operational challenges and working towards a culture of accountability; exploring additional revenue channels; and closing the gap on preeminence metrics.

The Trustees were in agreement that President Cartwright's performance against his Fiscal Year 2023 Goals was Very Good.

- **Student Success and Well-Being.** Multiple trustees recognized the improvements in student achievement, while also recognizing the need to stay focused on those metrics and to support student well-being. More than one trustee brought up the need to highlight UCF's unique student population when addressing the preeminence metrics. Another trustee praised the array of support services available to students, while suggesting more effort on connecting students to those services.

- Discovery and Exploration. Trustees see that the President is focused on research and already those efforts are bearing fruit. One trustee complimented UCF's hiring in faculty clusters as a way to change how people work together. UCF exceeded the annual target for patents awarded, and faculty FTE is at an all-time high. However, other targets have not yet been attained.
- Community and Culture. More than one trustee commented that this area is a particular strength for the President, while one Trustee highlighted the culture change taking shape. Various trustees praised the President for his success in securing important partnerships and in expanding UCF's presence in the community. More remains to be done in this area.
- Innovation and Sustainability. Many Trustees recognized Dr. Cartwright's positive impact on UCF's brand and reputation, as reflected in national rankings and funding. Other Trustees noted the need to press forward in seeking more, and more diversified, revenue to support the University's strategic endeavors.

Compensation Recommendation

In addition to the assessment of the President' Leadership Competencies and performance toward the Fiscal Year 2023 Goals, an annual evaluation of the president's base and incentive compensation was conducted in accordance with the Board's Policy. Chair Martins considered an analysis of presidential compensation data for national, high-research universities comparable to UCF as well as total presidential compensation data for the Florida State University System (SUS) presidents.

Based on this information, as well as President Cartwright's strong performance and contributions to UCF over the past year, the Board Chair recommends the following:

- New Base Salary : \$825,000
- Incentive Compensation Award (Fiscal Year 2023): \$290,000

This compensation and incentive compensation award are fair and competitive and will help to retain President Cartwright, which is a stated goal of many of the Trustees on the Board.

The Board Chair is confident that President Cartwright will continue to lead UCF so as to Unleash the Potential of all who work, learn, teach, collaborate, partner, and research here at UCF – The University *for* the Future.

Prepared by: Youndy C. Cook, Vice President and General Counsel, in consultation with Alex Martins, Chair, UCF Board of Trustees

Submitted by: Alex Martins, Chair, UCF Board of Trustees



Board of Trustees

November 16, 2023

Agenda Item

BOT-1: President's FY2024 Goals

Proposed Board Action

Approve the President's FY2024 Goals as proposed.

Authority for Board of Trustees Action

BOG Regulation 1.001

UCF Board Policy - Presidential Performance and Compensation Review

Supporting Documentation Included

Attachment A: University Goals for Presidential Assessment 2023-2024

Facilitators/Presenters

Alex Martins, Chair, Board of Trustees

Alexander N. Cartwright, President



President's FY2024 Goals

EXECUTIVE SUMMARY

Objective

This item is presented for review and consideration of the President's annual goals for 2023-2024.

Summary of Key Observations/Recommendations

- Since 2022-2023, the President's goals have been configured to align with the university's strategic plan, which was approved by the Board of Trustees in May of 2022.
- UCF's 2022-27 Strategic Plan includes goals and metrics in the areas of:
 - Student Success and Well-being;
 - Discovery and Exploration;
 - Community and Culture;
 - and, Innovation and Sustainability.

Additional Background

Prior to the approval of UCF's 2022-27 Strategic Plan, as outlined in the President's employment agreement, the President submitted annual goals with specific objectives crafted in consultation with the Board Chair. In 2021, Board of Trustees requested that the President's annual goals align with the goals and outcomes outlined in the Strategic Plan once approved.

Rationale

These goals are presented annually to the Board for review, feedback, and consideration for approval.

Implementation Plan

Upon approval by the Board of Trustees, these goals will serve as the President's goals for 2023-2024.

Resource Considerations

N/A

Conclusion

The President's FY2024 goals support the university's strategic plan and preeminence goal.

University Goals for Presidential Assessment 2023-2024

1. Student Success and Well-Being

- a. Accelerate undergraduate progression and graduation; reduce interferences that cause hardship or delay.
- b. Enrich the student learning experience for the development of career and cultural competencies.
- c. Provide financially accessible educational experiences.

STRATEGIC PLAN METRICS	CURRENT BASELINE	ANNUAL TARGET	PLAN GOAL 2026-27
FTIC Freshman Retention Rate	92.2%	93%	93%
FTIC 4-Year Graduation Rate	54.2%	56%	65%
FTIC 6-Year Graduation Rate	74.8%	76%	76%
FTIC Pell Recipient 6-Year Graduation Rate	71.7%	73%	76%
FCS AA 3-Year Graduation Rate	50.9%	60%	70%
Percentage of Graduating Students with HIP	86.9%	90%	100%
Percentage of Graduates Enrolled or Employed	65.9%	66%	70%
Percentage of Graduates without Federal Loan	62%	60%	60%

2. Discovery and Exploration

- a. Increase focus on research by supporting basic, applied, clinical, and translational research activities.
- b. Extend the impact, application, and commercialization of knowledge.
- c. Recruit and retain highly qualified faculty, post-doctoral appointees, and doctoral students to increase academic outcomes and support our research activity.

STRATEGIC PLAN METRICS	CURRENT BASELINE	ANNUAL TARGET	PLAN GOAL 2026-27
Total Research Expenditures	\$221M	\$255M	\$350M
Patents Awarded Annually	62	55	55
Licenses and Options Executed Annually	26	36	36
Number of Start-up Companies Created	2	4	6
Faculty FTE	1,845	1,880	2,100
Post-doctoral Appointees	152	200	225

3. Community and Culture

- a. Become an employer of choice by recruiting, retaining, and developing the best talent and strengthening our culture of inclusion, collaboration, and engagement.
- b. Establish lifelong connections with our community through athletic and alumni engagement activities.
- c. Establish comprehensive partnerships that integrate education, research, the arts, service, workforce development, and philanthropic engagement.

STRATEGIC PLAN METRICS	CURRENT BASELINE	ANNUAL TARGET	PLAN GOAL 2026-27
National Academy Memberships	8	9	10
Faculty and Staff Satisfaction	66%	70%	80%
Carnegie Classification for Engagement	Yes	Yes	Yes
Alumni Participation Rate	7.7%	8.0%	9.0%
Pegasus Partnerships	2	4	5

4. Innovation and Sustainability

- a. Diversify the university's revenue and resource base to reduce financial vulnerability and provide flexible funds for strategic investment.
- b. Institutionalize campus sustainability with a focus on service excellence.
- c. Enhance UCF's brand and national reputation.

STRATEGIC PLAN METRICS	CURRENT BASELINE	ANNUAL TARGET	PLAN GOAL 2026-27
Endowment Value	\$228.4M	\$266M	\$350M
Annual Fundraising	\$114M	\$100M	\$100M
STARS Rating	Silver	Silver	Gold
U.S. News Peer Evaluation Score	2.9	3.1	3.3



Board of Trustees

November 16, 2023

Agenda Item

SPAC-1: External Naming

Proposed Committee Action

The Strategic Partnerships and Advancement Committee is asked to recommend to the Board of Trustees, on its non-consent agenda, approval of the Dr. Phillips Nursing Pavilion naming of the new College of Nursing building to the Board of Trustees.

Authority for Board of Trustees Action

Board of Governors Regulation 9.005

Supporting Documentation Included

Attachment A: Dr. Phillips Nursing Pavilion Renderings

Facilitators/Presenters

Rod Grabowski, Senior Vice President, UCF Advancement & Partnerships, CEO, UCF Foundation, Inc.



External Naming

EXECUTIVE SUMMARY

Objective

Formal consideration and recommend approval of the Dr. Phillips Nursing Pavilion naming gift for the College of Nursing building to the Board of Trustees. This naming gift leverages UCF's successful collaboration with Dr. Phillips Charities to address the growing nursing workforce needs at local, regional, and state levels. The Board of Trustees' approval is required per Board of Governors Regulation 9.005.

Summary of Key Observations/Recommendations

- The Board of Trustees approved the use of up to \$68,781,430 in funding for the design, preconstruction, permitting, construction, equipment, and other associated project costs on the College of Nursing Building at the June 29, 2023, Board of Trustees meeting.
- A building program for the College of Nursing Building project was developed and approved by the President on April 29, 2022. The Board of Trustees approved \$4.8 million in funding to start the design phase of the College of Nursing Building project on July 12, 2022.
- The State of Florida, as part of the 2022-23 budget, approved \$29 million toward the planning and construction of the new building, with an estimated cost of construction of \$63 million.
- The College of Nursing Building was included in the Fiscal Year 2023-2024 Capital Improvement Plan (CIP), approved by the Board of Trustees on May 26, 2022.

Additional Background

Board of Governors Regulation 9.005 requires the naming of any University Facility to be approved by the board of trustees as a noticed, non-consent agenda item. Gift-related naming of a University Facility requires a donation which makes a significant contribution to the cost of the University Facility.

Rationale

The College of Nursing is leveraging the secured dollars from Dr. Phillips Charities that would support the Health and Human Performance focus area in the UCF Strategic Plan. The university has outlined the priority of addressing prevailing workforce needs in the healthcare sector. This naming opportunity will enable UCF to serve the growing enrollment in our Nursing programs. When the new building is open and faculty hiring is completed, we expect:

- 50% increase in pre-licensure BSN student enrollment (140-150 annually; nearly 1500 over the next 10 years)
- 20% increase in graduate student enrollment
- 6% increase in lower-division pre-nursing* student enrollment (*Students who have

declared their major as nursing but have not yet been admitted into the program.)

Implementation Plan

If the naming opportunity is approved by the Board, the College of Nursing will proceed with the approved renderings and naming ahead of an early 2024 groundbreaking.

Resource Considerations

The funds secured for this naming opportunity are provided by Dr. Phillips Charities. These funds will support education and research within the College, build on current expertise (such as simulation), and develop new areas in partnership with other UCF colleges. The new facility will double the classroom space and offer three times the current simulation and lab space in Research Park. This additional space will enable offering twice as much evidence-based simulation training opportunities, resulting in graduates with immediate readiness for clinical practice. It will also provide innovative laboratory space to develop and test the utility of education and training technologies.

Conclusion

Staff recommends that the committee recommend approval of the proposed naming opportunity to the Board of Trustees.

DR. PHILLIPS NURSING PAVILION – RENDERINGS (1 OF 3)



DR. PHILLIPS NURSING PAVILION – RENDERINGS (2 OF 3)



DR. PHILLIPS NURSING PAVILION – RENDERINGS (3 OF 3)





Academic Excellence and Student Success Committee

Committee Report

[Academic Excellence and Student Success Committee Meeting Packet](#)

Committee Purpose

The Academic Excellence and Student Success Committee is charged with providing oversight of activities relating to the core mission of the University: teaching, research, and service.

<u>Committee Meeting Date</u>	<u>Committee Chair</u>	<u>Committee Vice Chair</u>
November 16, 2023	Trustee Tiffany Altizer	Trustee Rick Cardenas

Executive Summary

Trustee Tiffany Altizer presided over the meeting. In addition to the action items considered by the committee, there were also two robust discussions on ongoing efforts associated with a new university planning structure, enabling a comprehensive planning and decision-making approach, and a new academic advising model, accelerating UCF's drive to preeminence and promoting student success.

Items Appearing as New Business

No items appear as new business.

Items Appearing on the Consent Agenda

- **AESC-1:** Tenure with Hire
- **AESC-2:** Research Institutes and Centers Annual Reports
- **AESC-3:** New Degree Program Proposal – M.S. in Health Sciences
- **AESC-4:** New Degree Program Proposal – M.S. in Robotics and Autonomous Systems
- **AESC-5:** Conferral of Degrees



Budget and Finance Committee

Committee Report

[Budget and Finance Committee Meeting Packet](#)

Committee Purpose

The Budget and Finance Committee is charged with providing oversight of the University budget and all revenue sources to monitor the overall financial performance of the University and its Related Entities.

<u>Committee Meeting Date</u>	<u>Committee Chair</u>	<u>Committee Vice Chair</u>
November 16, 2023	Trustee Harold Mills	Trustee Jeff Condello

Executive Summary

Chair Harold Mills presided over the meeting. The committee had a generative discussion on the investment protocols and opportunities for working capital funds at the university. The committee also had a robust discussion on the timing and nature of financial reporting desired by the Board of Trustees to fulfill its fiduciary responsibilities effectively. Information items included in the materials were the first quarter investment report; the University's first quarter financials; the fourth quarter financials for the University's Direct Support Organizations (DSOs); and the University and DSO debt report.

Items Appearing as New Business

- No items appear as new business.

Items Appearing on the Consent Agenda

- Not applicable.



Facilities and Infrastructure Committee

Committee Report

[Agenda-Packet BOT-Revised.pdf \(ucf.edu\)](#)

Committee Purpose

The Facilities and Infrastructure Committee is charged with providing oversight and strategic direction on capital improvement needs, including but not limited to, campus master planning, new construction projects, deferred maintenance, real estate, information technology, operational technology, and cybersecurity.

<u>Committee Meeting Date</u>	<u>Committee Chair</u>	<u>Committee Vice Chair</u>
November 16, 2023	Trustee Caryl McAlpin	Trustee Jeff Condello

Executive Summary

Trustee Caryl McAlpin presided over the meeting. There were no action items considered by the committee. Discussion occurred regarding the action items resulting from the data analysis of the research space utilization study. Follow-up regarding the ongoing space utilization study and action items resulting from the data analysis and initial recommendations were included as information.

Items Appearing as New Business

- N/A

Items Appearing on the Consent Agenda

- N/A



Governance Committee

Committee Report

Governance Committee Meeting Packet

Committee Purpose

The Governance Committee is charged with providing oversight of the corporate governance, administrative operations, and delegations of the UCF Board of Trustees and university-related entities.

<u>Committee Meeting Date</u>	<u>Committee Chair</u>	<u>Committee Vice Chair</u>
November 16, 2023	Trustee Michael Okaty	Trustee Caryl McAlpin

Executive Summary

Trustee Michael Okaty presided over the meeting. The President's FY2024 Goals were included as an information item.

Items Appearing as New Business

N/A

Items Appearing on the Consent Agenda

- **GOV-1:** Amendments to the Collective Bargaining Agreement Between the University of Central Florida Board of Trustees and the Central Florida Police Benevolent Association
- **GOV-2:** FY2023 Presidential Assessment and Compensation Review



Strategic Partnerships & Advancement Committee

Committee Report

[Strategic Partnerships and Advancement Committee Meeting Packet](#)

Committee Purpose

The Strategic Partnerships and Advancement Committee is charged with advising the Board on the University's philanthropic strategies, community engagement activities, strategic communications and marketing activities, and economic and business development activities to advance the mission of the University and bolster the institution's brand and reputation.

<u>Committee Meeting Date</u>	<u>Committee Chair</u>	<u>Committee Vice Chair</u>
November 16, 2023	Trustee John Miklos	Trustee Danny Gaekwad

Executive Summary

Chair Trustee Miklos presided over the meeting. The committee recommended approval of the Dr. Phillips Pavilion at the College of Nursing to the full Board of Trustees. Discussion occurred around UCF's Advancement & Partnerships' attainment and divisional progress to goal for fiscal year 2023-2024. The committee received one informational item, a new strategic communications activity report, recapping the first quarter of the current fiscal year.

Items Appearing as New Business

SPAC-1: External Naming Opportunity

Items Appearing on the Consent Agenda

None



Board of Trustees

November 16, 2023

Agenda Item

BOT-2: Board of Trustees Meeting Minutes

Proposed Board Action

Board Members will review and consider approval of the meeting minutes from previous Board of Trustees meetings.

Authority for Board of Trustees Action

Florida Statutes 286.01 (2)

Board of Trustees Tenth Amended and Restated Bylaws, Section 4.6

Supporting Documentation Included

Attachment A: September 28, 2023 Regular Board of Trustees Meeting Minutes

Facilitators/Presenters

Chair Alex Martins



Board of Trustees Meeting Minutes

EXECUTIVE SUMMARY

Objective

Board Members will review and consider approval of the meeting minutes from previous Board of Trustees meetings.

Summary of Key Observations/Recommendations

Board Members will consider approval of the meeting minutes from the following Board of Trustees' meetings:

- September 28, 2023 Regular Board of Trustees Meeting

Additional Background

Draft meeting minutes from Board of Trustees' meetings must be prominently posted on the university's website within two weeks after the meeting and approved by the full Board at a subsequent meeting.

Rationale

N/A

Implementation Plan

N/A

Resource Considerations

N/A

Conclusion

Approve the meeting minutes as presented or suggest edits to the meeting minutes presented.



UNIVERSITY OF CENTRAL FLORIDA

**Minutes
Board of Trustees
Regular Meeting
University of Central Florida
September 28, 2023**

Chair Alex Martins called the Board of Trustees Meeting to order at 10:20 a.m.

He reminded the Board that the meeting was covered by the Florida Sunshine Law and that the public and press were invited to attend.

Lauren Ferguson, Assistant Vice President for Board Relations, called the roll and determined a quorum was present.

The following board members attended the meeting: Chair Alex Martins, Vice Chair Harold Mills and Trustee Tiffany Altizer, Trustee Rick Cardenas, Trustee Bill Christy, Trustee Jeff Condello, Trustee Brandon Greenaway, Trustee Stephen King, and Trustee Caryl McAlpin.

Trustee Joseph Conte, Trustee Danny Gaekwad, Trustee John Miklos, and Trustee Michael Okaty attended virtually.

PUBLIC COMMENT

There were no requests for public comments.

REMARKS

Martins recognized President Cartwright, who provided an Achieving Preeminence Update and shared university points of pride.

Chair Martins welcomed Brian Lamb, Chair of the SUS Board of Governors, to address the Board. Martins thanked Lamb for the continued support of the SUS Board and for its recognition that UCF is working to address the workforce needs of the State by working with the BOG to grow the number of Nursing graduates at UCF as well as striving to make UCF the premier Engineering and Technological University in the state with its upcoming legislative budget request.

NEW BUSINESS

At Martins' request, Youndy Cook, Vice President and General Counsel, confirmed that there were no disclosures of conflict of interest from the Trustees.

BUDC-1 2023-2024 Carryforward Spending Plan

Mills moved to approve BUDC-1, with Altizer providing the second. The motion passed unanimously.

BUDC-2 2023-2024 University Operating Budget and Spending Authority

Mills moved to approve BUDC-2, with Christy providing the second. The motion passed unanimously.

BUDC-3 2023-2024 Fixed Capital Outlay Budget

Mills moved to approve BUDC-3, with McAlpin providing the second. The motion passed unanimously.

COMMITTEE REPORTS

Martins announced that committee reports were included in meeting materials. He opened the floor to Committee Chairs for additional comments, and, hearing none, said the presented committee reports stand as a historical reference of committee business.

CONSENT AGENDA

Mills moved to approve the consent agenda as presented, with Altizer providing the second. The motion passed unanimously.

INFORMATION

One information item was included in meeting materials: INFO – 1, Use of the FBC Mortgage Stadium to host the 2024 Hula Bowl. Trustees were instructed to direct any questions on this item to David Hansen, Senior Executive Associate Athletics Director and Chief Operating Officer, UCF Athletics Association.

ANNOUNCEMENTS

Martins made several announcements regarding upcoming meetings.

ADJOURNMENT

Martins adjourned the board meeting at 11:45 a.m.

Reviewed by: _____ Date: _____
Alex Martins, Chair UCF Board of Trustees

Respectfully submitted: _____ Date: _____
Michael A. Kilbride, Associate Corporate Secretary



Board of Trustees

November 16, 2023

Agenda Item

AESC-1 - Tenure with Hire

Proposed Board Action

The Academic Excellence and Student Success Committee is asked to recommend to the Board of Trustees, on its consent agenda, approval of the proposed individual for tenure with hire.

Authority for Board of Trustees Action

UCF 3.015(4)(a)4 – Promotion and Tenure of Tenured and Tenure-earning Faculty

Supporting Documentation Included

Attachment A: Tenure with Hire Justification

Facilitators/Presenters

Michael Johnson, Provost and Executive Vice President for Academic Affairs

Jana Jasinski, Vice Provost for Faculty Excellence and Pegasus Professor of Sociology



Tenure with Hire

EXECUTIVE SUMMARY

Objective

In accordance with university regulation [UCF-3.015](#), this item will consider the proposal to grant tenure with hire to the faculty candidates outlined in Attachment A.

Summary of Key Observations/Recommendations

- Faculty members have normally earned tenure at their previous institution. For others, tenure is part of the hiring package when senior faculty members are hired for administrative positions.
- Department faculty members and the university's administrative officers have approved granting tenure to one individual:
 - Nolan Kline, Associate Professor, Department of Population Health Sciences, College of Medicine

Additional Background

In accordance with university regulation UCF-3.015, the recommendation of a faculty member for tenure shall signify that the president and the Board of Trustees believe that the employee will continue to make significant and sustained professional contributions to the university and the academic community.

The market for these faculty is highly competitive, and one of the fundamental requirements for UCF to compete and attract top faculty is a tenure system.

The primary purpose of tenure is to protect academic freedom. The award of tenure shall provide annual reappointment until voluntary resignation, retirement, removal for just cause, or layoff.

Rationale

The UCF Strategic Plan outlines the university's goal to recruit and retain 2,100 FTE faculty by 2027. Tenure with hire aligns with this goal by facilitating the recruitment and retention of high-caliber faculty and supporting heightened academic outcomes and research activity enhancement.

Implementation Plan

If approved, tenure is granted upon the successful hiring of the faculty member and approval from the Board of Trustees.

Resource Considerations

Faculty are considered employees of the university, and like other employees, compensation is negotiated during the hiring process. Recommendations for tenure are considered independently from compensation. Faculty who are awarded tenure will have annual reappointment until voluntary resignation, retirement, removal for just cause, or layoff.

Conclusion

Recommend approval of the proposed individual for tenure with hire.

**Tenure with Hire Justification
Board of Trustees Meeting
November 16, 2023**

**Nolan Kline, Associate Professor
College of Medicine, Department of Population Health Sciences**

CV: https://bot.ucf.edu/wp-content/uploads/sites/5/2023/10/Kline-Nolan_Tenure_CV_Redacted.pdf

Dr. Kline received his PhD in medical anthropology from the University of South Florida. He came to UCF from the University of North Texas Health Science Center where he was a faculty in the Department of Health Behavior and Health Systems. At UCF he will join the Infectious Disease and Travel Health Initiative. Dr. Kline's research interests include disease transmission through social networks and migration, vaccine research and hesitancy, and evaluation of travel and migration related policies. He has extensive teaching experience at both the undergraduate and graduate levels including courses in Community Health, Qualitative Methods, Medicine and Culture, Human Rights, and Global Health. Dr. Kline has received external funding from the National Institutes of Health, the National Science Foundation, and the US Department of Health. In addition to his Rutgers University Press published book, he has published over 40 peer-reviewed journal articles. The Department of Population Health Sciences and the College of Medicine support the recommendation for tenure with hire.



Board of Trustees

November 16, 2023

Agenda Item

AESC-2 - Research Institutes and Centers Annual Reports

Proposed Board Action

The Academic Excellence and Student Success Committee is asked to recommend to the Board of Trustees, on its consent agenda, approval of the Institute & Centers Annual Reporting Data Request Template (“BOG IC Annual Report”) for submission to the Board of Governors.

Authority for Board of Trustees Action

Board of Governors Regulation 10.015

Supporting Documentation Included

Attachment A: BOG IC Annual Report

Attachment B: Individual FY2022-2023 Research Institutes and Center Annual Reports*

(*Please click the links below to access the individual reports)

- FY2023 Advanced Materials Processing and Analysis Center (AMPAC): [AMPAC Report](#)
- FY2023 Biomolecular Science Center (BSC): [BSC Report](#)
- FY2023 Center for Autism and Related Disabilities (CARD): [CARD Report](#)
- FY2023 Center for Community Schools (CCS): [CCS Report](#)
- FY2023 Center for Research and Education in Optics and Lasers (CREOL): [CREOL Report](#)
- FY2023 Center for the Study of Human Trafficking and Modern Slavery (HTMS): [HTMS Report](#)
- FY2023 Dick Pope Sr. Institute for Tourism Studies (DPITS): [DPITS Report](#)
- FY2023 Environmental Systems Engineering Institute (ESEI): [ESEI Report](#)
- FY2023 Executive Development Center (EDC): [EDC Report](#)
- FY2023 Florida Canada Linkage Institute (FCLI): [FCLI Report](#)
- FY2023 Florida Center for Students with Unique Abilities (FCSUA): [FCSUA Report](#)
- FY2023 Florida Eastern Europe Linkage Institute (FEELI): [FEELI Report](#)
- FY2023 Florida Solar Energy Center (FSEC): [FSEC Report](#)

- FY2023 Florida Space Institute (FSI): [FSI Report](#)
- FY2023 Institute for Simulation and Training (IST): [IST Report](#)
- FY2023 Institute for Social and Behavioral Science (ISBS): [ISBS Report](#)
- FY2023 Institute of Exercise, Physiology and Rehabilitation Sciences (IEPRS): [IEPRS Report](#)
- FY2023 National Center for Forensic Science (NCFS): [NCFS Report](#)
- FY2023 National Center for Integrated Coastal Research (NCICR): [NCICR Report](#)
- FY2023 Resilient, Intelligent and Sustainable Energy Systems (RISES): [RISES Report](#)
- FY2023 Small Business Development Center (SBDC): [SBDC Report](#)
- FY2023 Toni Jennings Exceptional Education Institute (TJEEI): [TJEEI Report](#)
- FY2023 UCF RESTORES: [RESTORES Report](#)

Attachment C: New Addition to State Institute and Center Registry*

*(*Please click the link below to access the individual reports)*

Resilient, Intelligent, and Sustainable Energy Systems Center (RISES): [RISES Request](#)

Facilitators/Presenters

Winston Schoenfeld, Interim Vice President for Research and Innovation



Research Institutes and Centers Annual Report

EXECUTIVE SUMMARY

Objective

In accordance with Florida Board of Governors (BOG) Regulation [10.015](#), the university is required to annually report to the BOG on expenditure information for the prior fiscal year for state reporting institutes and centers, in the state-provided Institute & Centers Annual Reporting Data Request Template (“BOG IC Annual Report”).

Summary of Key Observations/Recommendations

- The FY23 BOG IC Annual Report has been completed for UCF Institutes and Centers
- Individual annual reports from UCF Institutes and Centers are provided for reference
- New addition to state institute and centers registry: Resilient, Intelligent, and Sustainable Energy Systems Center (RISES)
- Recommendation: Board approval of the FY23 BOG IC Annual Report

Additional Background

Per Florida BOG regulation 10.015, the completed BOG IC Annual Report must be approved by the Board of Trustees prior to submission to the Board of Governors. UCF completes this report template using data taken from the annual reports from the individual institutes and centers.

Rationale

The university is committed to adhering to BOG Regulation 10.015 and ensuring the fiscal responsibility of UCF research institutes and centers.

Implementation Plan

Submission of the approved report to the BOG by December 1, 2023

Resource Considerations

N/A

Conclusion

The BOG IC Annual Report is required to be submitted to the BOG by December 1, annually. The report includes expenditure information associated with UCF’s institutes and centers for fiscal year 2023. Upon Board approval, the BOG IC Annual Report will be submitted to the Board of Governors.

**Annual Reporting Template Instructions
FY 2022-2023**

Please complete the contact information on the right.

Tab "1-AnnualReporting": Please enter information for columns 5B to Column 14 for all I&Cs

Tab "2-COE Reporting": Please enter information for columns 6-9 for all Centers of Excellence

Tab "3-Additional I&C": If applicable, please enter information for any new I&Cs not captured in tab "1-AnnualReporting"

Tab

Please complete Column 5B - Column 14 for all I&Cs		
1-Annual Reporting	1. Institution Name	This column should be used to filter the data for the specific institution completing the template.
	2. Center Type	Identifies the center as a "Center of Excellence", "State of Florida" or "University" I&C. This designation is determined by the host institution at the inception of the center
	3. Center Code	Identifies the code assigned to the center or institute as assigned by the BOG. If there is a discrepancy here please indicate this in the comments section of the spreadsheet.
	4. Center Name	Identifies the C&I name
	5A. Center Status (Board Records)	Identifies the C&I activity status as "Active", "Inactive", or "Terminated/Disbanded" as of July 2023 in Board records.
	5B. Center Status (Institution)	Identifies the C&I activity status as "Active", "Inactive", or "Terminated/Disbanded" based on what the institution has on file. This should be used to provide updates to the board office regarding the status of institutional I&Cs. Should there be a discrepancy, please submit the appropriate documents with the DRS response and indicate this in the comment section of the spreadsheet. Drop down is provided
	6.Total FY 2022-23 Expenditures	Total expenditures for all C&I's identified as active during the specified reporting term. Expenditure total should include contracts & grants, E&G state funds, trust funds, and fees for service.
	7. Expenditures: State & E&G	Total expenditures from E&G and/or state funds for all C&I's identified as active during the specified reporting term.
	8. Expenditures: Contracts & Grants	Total expenditures from contracts and grants for all C&I's identified as active during the specified reporting term.
	9. Expenditures: Fees for Service	Total expenditures from fees for services for all C&I's identified as active during the specified reporting term.
	10. Expenditures: Private and Trust Funds	Total expenditures from private and trust funds for all C&I's identified as active during the specified reporting term.
	11. Staff / Faculty FTE	Identify the total FTE for all faculty and staff directly associated with the operation of the C&I as of June 30, 2023.
	12. Year of Most Recent Evaluation	Indicate the year the most recent assessment/evaluation performed pursuant to BOG Regulation 10.015. This column should be completed for all C&I's identified as active or inactive in the template.
	13. Year of Prior Evaluation	Indicate the year an evaluation/assessment was performed pursuant to BOG Regulation 10.015, ahead of the evaluation identified in column 12. This column should be completed for all I&C's identified as active or inactive in the template.
14. Rational for Missing Evaluations	For all missing evaluations please provide a rational	
Please complete all columns 6-9 for all Centers of Excellence		
2-COE Reporting	1. Institution Name	This column should be used to filter the data for the specific institution completing the template.
	2. Center Type	The column is pre-filtered to only include Centers of Excellence
	3. Center Code	Identifies the code assigned to the center or institute as assigned by the BOG. If there is a discrepancy here please indicate this in the comments section of the spreadsheet.
	4. Center Name	Identifies the Center of Excellence name
	5. Established Year	Provides the year the center of excellence was created
	6. Cumulative Total State Funds Received	Total state funds received since the center was created
	7. Cumulative Total Non-State Funds Received	Total non-state funds received since the center was created
	8. Fiscal Year State Funds Received	Total non-state funds received for the specified reporting term
	9. Fiscal Year Non-State Funds Received	Total state funds received for the specified reporting term
Please complete all columns for any I&Cs not captured in the Annual Reporting (i.e., if a new I&C was opened and is not in the Board's inventory for Sheet 1-AnnualReporting, please update the information on this sheet)		
3-Additional I&C	1. Center Type	Identifies the center as a "Center of Excellence", "State of Florida" or "University" I&C. This designation is determined by the host institution at the inception of the center
	2. Center ID Number	Identifies the code assigned to the center or institute as assigned by the BOG. If there is a discrepancy here please indicate this in the comments section of the spreadsheet.
	3. Center Name	Identifies the C&I name
	4. Center Status	Identifies the C&I activity status as "Active", "Inactive", or "Terminated/Disbanded" as of July 2023.
	5. Established Year	Year the center was established
	6. Total FY Expenditures	Total expenditures for all C&I's identified as active during the specified reporting term. Expenditure total should include contracts & grants, E&G state funds, trust funds, and fees for service.
	7. Expenditures from State and E&G Funds	Total expenditures from E&G and/or state funds for all C&I's identified as active during the specified reporting term.
	8. Expenditures from Contracts & Grants	Total expenditures from contracts and grants for all C&I's identified as active during the specified reporting term.
	9. Expenditures from Fees for Service	Total expenditures from fees for services for all C&I's identified as active during the specified reporting term.
	10. Expenditures from Private & Trust Funds	Total expenditures from private and trust funds for all C&I's identified as active during the specified reporting term.
	11. Cumulative Total State Funds Received	Total state funds received since the center was created-Centers of Excellence only
	12. Cumulative Total Non-State Funds Received	Total non-state funds received since the center was created-Centers of Excellence only
	13. Fiscal Year State Funds Received (FY2022-23)	Total non-state funds received for the specified reporting term-Centers of Excellence only
	14. Fiscal Year Non-State Funds Received (FY2022-23)	Total state funds received for the specified reporting term-Centers of Excellence only

Contact Information	
Institution Name:	University of Central Florida
Preparer's Name:	Kelley Santalla
Preparer's Email:	kelley.santalla@ucf.edu

I&C Information				Expenditure Information (Fiscal Year 2022-2023)						Staff/Faculty (FY 2022-2023)	Evaluation Information			
1. Institution Name	2. Center Type	3. Center Code	4. Center Name	5A. Center Status (Board Records)	5B. Center Status (Institution)	6.Total FY 2022-23 Expenditures	7. Expenditures: State & E&G	8. Expenditures: Contracts & Grants	9. Expenditures: Fees for Service	10. Expenditures: Private and Trust Funds	11. Staff / Faculty FTE	12. Year of Most Recent Evaluation	13. Year of Prior Evaluation	14. Rational for Missing Evaluations
University of Central Florida	University	70.0040	Executive Development Center	Active	Active	\$ 4,504,545.00	\$ -	\$ -	\$ 4,504,545.00	\$ -	19.00	2019	2012	
University of Central Florida	University	70.0050	Center for Research and Education in Optics and Lasers (CREOL)	Active	Active	\$ 23,200,226.00	\$ 9,692,929.00	\$ 12,280,490.00	\$ -	\$ 1,226,807.00	46.38	2019	2013	
University of Central Florida	University	70.0060	Dick Pope Sr. Institute for Tourism Studies	Active	Active	\$ 76,885.00	\$ 76,885.00	\$ -	\$ -	\$ -	1.14	2020	2012	
University of Central Florida	University	70.0070	Environmental Systems Engineering Institute	Active	Active	\$ 50,002.00	\$ -	\$ -	\$ 50,002.00	\$ -	0.26	2019	2012	
University of Central Florida	University	70.0090	Institute for Simulation and Training	Active	Active	\$ 17,663,638.00	\$ 2,956,704.00	\$ 14,706,934.00	\$ -	\$ -	51.25	2022	2014	
University of Central Florida	University	70.0100	Institute for Social and Behavioral Sciences	Active	Active	\$ 155,000.00	\$ 155,000.00	\$ -	\$ -	\$ -	0.33	2018	2013	
University of Central Florida	University	70.0240	Institute of Exercise Physiology and Rehabilitation Sciences	Active	Active	\$ 8,951.00	\$ 8,951.00	\$ -	\$ -	\$ -	0.25	2020	2012	
University of Central Florida	University	70.0310	Biomolecular Science Center	Active	Active	\$ 5,492,219.00	\$ 2,408,575.00	\$ 3,083,644.00	\$ -	\$ -	13.75	2016	2013	
University of Central Florida	University	70.0320	Advanced Materials Processing and Analysis Center (AMPAC)	Active	Active	\$ 1,490,728.84	\$ 523,326.35	\$ 967,402.49	\$ -	\$ -	3.31	2020	2013	
University of Central Florida	University	70.0360	University of Central Florida Center for Forensic Science - National Center for Forensic Science (NCFS)	Active	Active	\$ 1,747,154.00	\$ 953,542.00	\$ 668,067.00	\$ 958.00	\$ 124,587.00	5.72	2019	2013	See Column D - Per FY 2021-2022 Report of Name Change (not captured on this year's sheet)
University of Central Florida	University	70.0370	UCF Restores	Active	Active	\$ 3,021,249.12	\$ 475,857.35	\$ 2,515,578.42	\$ 3,606.26	\$ 26,207.09	12.49	N/A	N/A	Center is <7 Years Old and is scheduled for first evaluation in 2024
University of Central Florida	University	70.0380	Center for the Study of Human Trafficking and Modern Slavery	Active	Active	\$ 12,000.00	\$ 12,000.00	\$ -	\$ -	\$ -	0.00	N/A	N/A	Center is <7 Years Old and was scheduled for first evaluation in 2024 - Director is retiring and Center has been moved to Rosen College with new oversight Strategic plan going forward included in this year's report
University of Central Florida	University	70.0390	National Center for Integrated Coastal Research	Active	Active	\$ 1,393,244.00	\$ 621,932.00	\$ 771,312.00	\$ -	\$ -	5.56	N/A	N/A	Center is <7 Years Old and is scheduled for first evaluation in 2024
University of Central Florida	University	70.8070	Florida-Canada Linkage Institute	Active	Active	\$ 11,988.75	\$ 11,988.75	\$ -	\$ -	\$ -	0.25	2019	2012	
University of Central Florida	University	70.8080	Florida-Eastern Europe Linkage Institute	Active	Active	\$ 11,988.75	\$ 11,988.75	\$ -	\$ -	\$ -	0.25	2019	2012	
University of Central Florida	University	70.9114	Small Business Development Center (Affiliate)	Active	Active	\$ 3,076,222.00	\$ 539,232.00	\$ 2,503,215.00	\$ 28,775.00	\$ 5,000.00	10.00	2022	2019	
University of Central Florida	University	70.9120	Florida Solar Energy Center	Active	Active	\$ 8,657,334.46	\$ 2,867,617.28	\$ 4,421,728.56	\$ 1,317,240.54	\$ 50,748.08	45.80	2022	2015	
University of Central Florida	University	70.9200	Florida Space Institute (FSI)	Active	Active	\$ 2,653,706.00	\$ 952,224.00	\$ 1,701,482.00	\$ -	\$ -	19.00	2021	2014	
University of Central Florida	CoExcellence	99.9999	Florida Photonics Center of Excellence (FPCE)	Active	Active	N/A	N/A	N/A	N/A	N/A	N/A	2014	2006	FPCE Reports under the umbrella of CREOL starting in FY2021-2022
University of Central Florida	CoExcellence	99.9999	COE Townes Laser Institute	Active	Active	N/A	N/A	N/A	N/A	N/A	N/A	2014	N/A	TLI Reports under the umbrella of CREOL starting in FY2021-2022

INSTITUTE & CENTERS (I & C) ANNUAL REPORTING DATA REQUEST TEMPLATE

Please Provide the Information Requested for each Active Center of Excellence

Add rows for additional Centers of Excellence, as necessary

1. Institution Name	2. Center Type	3. Center Code	4. Center Name	5. Established Year	6. Cumulative Total State Funds Received	7. Cumulative Total Non-State Funds Received	8. Fiscal Year State Funds Received	9. Fiscal Year Non-State Funds Received
University of Central Florida	CoExcellence	99.9999	Florida Photonics Center of Excellence (FPCE)	2003	\$ 10,000,000.00	\$ 107,364,995.00	\$ -	\$ 3,664,277.00
University of Central Florida	CoExcellence	99.9999	COE Townes Laser Institute	2007	\$ 4,500,000.00	\$ 79,634,786.00	\$ -	\$ 3,227,058.00

INSTITUTE & CENTERS (I & C) ANNUAL REPORTING DATA REQUEST TEMPLATE
 Please Provide the Information Requested for each I&C not captured in the 1-Annual Reporting tab

I&C Information					Expenditure Information (Fiscal Year 2022-2023) All I&Cs								
1. Center Type	2. Center ID Number	3. Center Name	4. Center Status	5. Established Year	6. Total FY Expenditures	7. Expenditures from State and E&G Funds	8. Expenditures from Contracts & Grants	9. Expenditures from Fees for Service	10. Expenditures from Private & Trust Funds	11. Cumulative Total State Funds Received	12. Cumulative Total Non-State Funds Received	13. Fiscal Year State Funds Received (FY2022-23)	14. Fiscal Year Non-State Funds Received (FY2022-23)
State of Florida	70.9211	Florida Center for Students with Unique Abilities (FCSUA)	Active	2016	\$ 15,574,828.83	\$ 3,960,543.20	\$ 11,614,285.63	\$ -	\$ -	N/A	N/A	N/A	N/A
State of Florida	70.9212	Center for Autism and Related Disabilities (CARD)	Active	1998	\$ 1,640,097.00	\$ -	\$ 1,631,396.00	\$ -	\$ 8,701.00	N/A	N/A	N/A	N/A
State of Florida	70.9213	Center for Community Schools (CCS)	Active	2015	\$ 6,022,368.00	\$ -	\$ 6,022,368.00	\$ -	\$ -	N/A	N/A	N/A	N/A
State of Florida	70.9214	Toni Jennings Exceptional Education Institute (TJEEI)	Active	2000	\$ 2,100,644.82	\$ 555,228.71	\$ 1,545,416.11	\$ -	\$ -	N/A	N/A	N/A	N/A
University	Not Assigned - Awaiting BOG Acceptance	Resilient, Intelligent and Sustainable Energy Systems (RISES) Center	Active	2021	\$ 787,377.72	\$ 711,067.26	\$ 76,310.46	\$ -	\$ -	N/A	N/A	N/A	N/A



Board of Trustees

November 16, 2023

Agenda Item

AESC-3 - New Degree Program Proposal - M.S. in Health Sciences

Proposed Board Action

The Academic Excellence and Student Success Committee is asked to recommend to the Board of Trustees, on its consent agenda, approval of the new degree program proposal for the M.S. in Health Sciences.

Authority for Board of Trustees Action

Board of Governors Regulation 8.011; UCF Regulation UCF-2.040 Development, Approval, Termination, and Suspension of Degree Programs

Supporting Documentation Included

Attachment A: M.S. in Health Sciences

Attachment B: Request to Offer New Degree Program - M.S. in Health Sciences*

(Please click the link below to access the full request)

- Request to Offer A New Degree Program – M.S. in Health Sciences: [Full Request](#)

Attachment C: Analysis Summary for New Degree Program Authorization - M.S. in Health Sciences

Facilitators/Presenters

Timothy Letzring, Vice Provost for Academic Affairs



New Degree Program Proposal – M.S. in Health Sciences

EXECUTIVE SUMMARY

Objective

The purpose of the Master of Science in Health Sciences is to produce graduates to fill positions as health education/health promotion specialists. These graduates will be adept at translating scientific research into practice to promote healthy lifestyles and environments with the goal of providing and directing services aimed at reducing chronic disease risk and ameliorating the impact that existing chronic diseases/disorders have on individuals and communities. Improving health outcomes of individuals and communities is critical as it reduces 1) premature death and disability; 2) the financial and human costs of medical treatment; 3) the economic burden on individuals, families, employers, and society due to decreased worker productivity, lost wages, and the cost of government-funded medical programs.

Summary of Key Observations/Recommendations

- The proposal outlines the plan for a master’s degree program that includes thesis and non-thesis options and meets the competencies needed for eligibility as a Certified Health Education Specialist and a Certified Health and Wellness Coach.
- The proposed program capitalizes on existing strengths of the College of Health Professions (CHPS), Academic Health Sciences Center (AHSC), other institutes and centers at the institution, and the unit’s existing undergraduate program, one of the largest at UCF.
- The workforce demand and need are well documented.
- Strong alignment with State University System (SUS), UCF, CHPS, and AHSC missions, strategic plans, and priorities is evident.
- There is an abundance of input and collaboration demonstrating strong institutional planning and approval, including letters of support from internal and external stakeholders.
- Minimal library, equipment, and space needs and minimal fiscal impact.
- Strong evidence exists that faculty provide excellent teaching, research, and service to students and the professional community.
- The curriculum and course syllabi are approved at the college and university levels.
- An analysis summary by UCF Graduate Council Program Review and Awards Committee concluded 7 out of 8 BOG criteria were “met with strength,” and 1 criterion was “met.”

Additional Background

The Master of Science in Health Sciences will prepare students to address human health in ways that serve an unmet need in graduate offerings at UCF and the region and complement existing graduate degree programs in CHPS and the AHSC. Graduates of this program will be equipped to employ strategies to support positive lifestyle changes among healthy and chronically ill individuals and populations; use data to identify community needs; develop, direct, and evaluate public health education programs and health promotion screenings and campaigns designed to maximize and maintain healthy lifestyles for individuals, families, and communities/vulnerable groups; serve as a resource for other health professionals and community workers; advocate for

improved health promotion policies, services, and resources; plan, develop, and implement health-related research proposals; and conduct systematic reviews and meta-analyses to evaluate and assess research findings for translation into practice. Their roles may be carried out in federal, state, and local health-related agencies; inpatient/outpatient healthcare facilities; non-governmental health organizations; schools and universities; and the private sector.

The program plans to attract students from its undergraduate program. In fact, 80% (n=488 out of 560) of Health Sciences juniors and seniors who completed an anonymous survey expressed interest in the program as described. In partnership with Orlando Health Care Services, the program will also provide an avenue for students in the VAHCS dietetic internship program to earn a master’s degree. A master’s degree is needed to meet the new eligibility requirements for taking the national credentialing exam for registered dietitian nutritionists (RDN). The requirement to complete a master’s degree and a post-baccalaureate dietetic internship is effective January 2024.

Rationale

The overarching goal of this program aligns with national, state, and university-level goals. Nationally, a key focus of the US Department of Health and Human Services Healthy People 2030 initiative is well-being and the need to address emerging health concerns and ongoing chronic disease issues such as heart disease, diabetes, and obesity. Developing the health and wellness industry workforce is a top priority nationwide, as the health of a population directly impacts worker productivity and economic development. “Health” is also defined as a category in which there is a critical workforce need (Florida Board of Governors SUS 2025 Strategic Plan). Prevention and early intervention strategies, such as those provided by health education/health promotion specialists, play an important role in improving health. The UCF Strategic Plan lists “health and human performance” as one of five focus areas. A priority initiative under “student success and well-being” is expanding the “breadth of professional master’s degrees and graduate certificates to meet the specialized workforce needs of the region and state.”

Implementation Plan

Upon approval of the proposal, the unit will initiate the following:

Spring 2024 or sooner depending on timing of approval	<ul style="list-style-type: none"> ▪ Appoint graduate program director ▪ Develop and distribute marketing materials, including website development ▪ Develop Health Sciences Graduate Handbook, policies, and procedures ▪ Develop memorandum of understanding with Orlando VAHCS dietetic internship ▪ Schedule Fall 2024 and Spring 2025 course offerings and faculty assignments ▪ Fully develop content for all courses to align with approved syllabi ▪ Initiate process to be a National Health & Wellness approved provider ▪ Review applications and make selections
Summer 2024	<ul style="list-style-type: none"> ▪ Develop Institutional Effectiveness Plan ▪ Finalize preparations; initiate creation of an advisory council
Fall 2024	<ul style="list-style-type: none"> ▪ Begin first semester of MS in Health Sciences degree program ▪ Schedule courses and teaching assignments for Summer 2025 through Spring 2026 ▪ Evaluate and refine materials and operations - ongoing

Resource Considerations

Reallocation of the E&G budget will be used to fund the program. The fiscal impact of the proposed program is minimal as the expertise and courses to be offered build on faculty already in place in the undergraduate degree program. The program is projected to break even or generate minimal excess revenue by the fourth or fifth year of operation.

Conclusion

There is evidence of strong workforce demand for this program based on BLS data, Florida Department of Economic Development projections, job postings, and letters of support from employers locally and throughout the State of Florida, and there is strong student interest. There is also solid evidence of alignment of the program with the UCF, SUS, UCF AHSC, and CHPS missions and strategic plans. The projected fiscal impact of the program is minimal. The proposed program has letters of support from internal and external stakeholders all of which offer support and deny conflict of interest, including support from the only program in the SUS that offers a degree program with overlap. The proposal was judged to meet all BOG criteria, with 7 out of 8 criteria rated as “met with strength.” Based on the evidence outlined here and in the full proposal, the recommendation is to approve this program.

M.S. - Health Sciences

- Review the new program process.
 - INFO-4
- MS in Health Science started development after the creation of the new College of Health Profession and Sciences but stalled during COVID.
- A meeting with the Veterans Health Care Administration discovered the VA had a need to fill health specialist positions, specifically a need for registered dietitian nutritionists.
- We recognized our ability to assist them in that need and resurrected the program proposal.
- Subsequent research confirmed broader need for the program resulting in it moving through the faculty governed process.



M.S. - Health Sciences

- Clear support from industry leaders including
 - Department of Veterans Affairs
 - Advent Health
 - Florida Health
 - Orlando Health
- Designed to prepare graduates to fill positions as health education/health promotion specialists.
- In addition to employer need, research also showed demand from potential students.



Projected Enrollments and Program Costs

Provide headcount (HC) and full-time equivalent (FTE) student estimates for Years 1 through 5. HC and FTE estimates should be identical to those in Appendix A – Table 1. Indicate the program costs for the first and the fifth years of implementation as shown in the appropriate columns in Appendix A – Table 3A or 3B. Calculate an Educational and General (E&G) cost per FTE for Years 1 and 5 by dividing the total E&G by FTE.

Implementation Timeframe	H C	FTE	E&G Cost per FTE	E&G Funds	Contract & Grants Funds	Auxiliary/ Philanthropy Funds	Total Cost
Year 1	10	12.00	20,277	243,321	0	0	243,321
Year 2	20	23.50					
Year 3	25	29.75					
Year 4	30	35.50					
Year 5	35	40.75	6,468	263,587	20,400	0	283,987

Programs of Strategic Emphasis Waiver *(for baccalaureate programs only)*

Does the program fall under one of the CIP codes listed below?

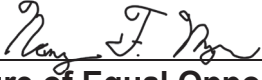
- Yes
 No

If yes, students in the program will be eligible for the Programs of Strategic Emphasis (PSE) waiver. See [Board Regulation 7.008](#) and the [PSE Waiver Guidance](#) for additional details.

CIP CODE	CIP TITLE	CATEGORY
11.0101	Computer and Information Sciences	STEM
11.0103	Information Technology	STEM
14.0801	Civil Engineering	STEM
14.0901	Computer Engineering	STEM
14.1001	Electrical and Electronics Engineering	STEM
27.0101	Mathematics	STEM
40.0801	Physics	STEM
52.0301	Accounting	GAP ANALYSIS
52.0801	Finance	GAP ANALYSIS
52.1201	Management Information Systems	STEM

Additional Required Signatures

I confirm that I have reviewed and approved Need and Demand Section III.F. of this proposal.



10/12/2023

Signature of Equal Opportunity Officer

Date

I confirm that I have reviewed and approved Non-Faculty Resources Section IX.A. and IX.B. of this proposal.

Beau Case



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Date: 2023.10.13 15:28:39 -04'00'

Signature of Library Dean/Director

Date

Analysis Summary for New Degree Authorization
Program Name: Health Sciences MS

	Criteria	Proposal Response to Criteria
1.	The goals of the program are aligned with the university's mission and relate to specific institutional strengths.	<p>Met with Strength</p> <p>The program is well aligned with UCF'S mission and strengths. The program will contribute to workforce development which is one of the focus areas in UCF's strategic plan. The program enhances research productivity through faculty mentorship of students on research projects and theses. The program provides a unique opportunity for increasing community and business engagement through a collaboration with the Orlando VA and their Dietetic Internship Program. The program is well-positioned to draw from an existing undergraduate program in Health Sciences.</p>
2.	If there have been program reviews or accreditation activities in the discipline or related disciplines pertinent to the proposed program, the proposal provides evidence that progress has been made in implementing the recommendations from those reviews.	<p>Met with Strength</p> <p>The proposal details the undergraduate level program review including recommendations and progress on the recommendations. All program review suggestions have been completed or scheduled to be completed by end of year 2023. The creation of the Master's in Health Sciences was a recommendation from the Program Review. The Institutional Effectiveness report for the BS program in Health Sciences for 2021-2022 showed that the program met all 12 target measures for the outcomes outlined for the program.</p>
3.	The proposal describes an appropriate and sequenced course of study. Admissions and graduation criteria are clearly specified and appropriate. The course of study and credit hours required may be satisfied within a reasonable time to degree. In cases in which accreditation is available for existing bachelor's or master's level programs, evidence is provided that the programs are accredited or a rationale is provided as to the lack of accreditation.	<p>Met with Strength</p> <p>The curriculum is reasonable and aligns with other UCF programs. It includes a detailed timeline for completion for thesis and non-thesis pathways. The curriculum includes coursework designed to achieve the competencies needed to become a Certified Health Education Specialist (CHES) and/or a Certified Health and Wellness Coach. Both credentials improve competitiveness for employment. Admission standards and all graduation requirements have been listed with the required credit hours. Accreditation for the program is not being pursued as there are no specialized accrediting bodies for health sciences programs focusing on health education/health promotion. The accreditation requirements (i.e., reports, site visits, and costs) will be the responsibility of the Orlando VA Dietetic Internship Program.</p>

Criteria	Proposal Response to Criteria
<p>4. Evidence is provided that a critical mass of faculty members is available to initiate the program based on estimated enrollments, and that, if appropriate, there is a commitment to hire additional faculty members in later years, based on estimated enrollments. For doctoral programs, evidence is provided that the faculty members in aggregate have the necessary experience and research activity to sustain a doctoral program.</p>	<p>Met (split vote)</p> <p>To strengthen the proposal, listing faculty members with potential courses they will teach in this program, in Table IV, is suggested. A general discussion regarding the intention to staff the new program with preexisting or newly hired faculty is needed.</p> <p>Twelve Health Sciences faculty members will participate in the proposed program, three of which have yet to be hired.</p>
<p>5. Evidence is provided that the necessary library volumes and serials; classroom, teaching laboratory, research laboratory, office, and any other type of physical space; equipment; appropriate fellowships, scholarships, and graduate assistantships; and appropriate clinical and internship sites are sufficient to initiate the program.</p>	<p>Met with Strength</p> <p>Based on the library assessment, library resources are already available through the UCF Library, and the program has agreed to fund the two journal subscriptions that were recommended to be added at an initial cost of \$1185 in Year 1 and \$1464 in Year 2. Laboratory space is not needed for this type of program. Equipment needs are also minimal, and the department already owns what it will need for the proposed program.</p>
<p>6. Evidence is provided that there is a need for more people to be educated in this program at this level. For all degree programs, if the program duplicates other degree programs in Florida, a convincing rationale for doing so is provided. The proposal contains realistic estimates of headcount and FTE students who will major in the proposed program and indicates steps to be taken to achieve a diverse student body.</p>	<p>Met with Strength</p> <p>The program proposal details strong evidence of workforce demand with job postings. The program’s partnership with the VA will help to train students. National and Florida Workforce Demand has been listed providing evidence that there is a need for more people to be educated in the program. Florida Agricultural and Mechanical University (FAMU) offers a Master of Public Health. In contrast, this is not the focus of the proposed degree program, nor will this program lead to an MPH degree.</p>
<p>7. The proposal provides a complete and realistic budget for the program, which reflects the text of the proposal, is comparable to the budgets of similar programs, and provides evidence that, in the event that resources within the institution are redirected to support the new program, such a redirection will not have a negative impact on undergraduate education. The proposal demonstrates a judicious use of resources and provides a convincing argument that the output of the program justifies the investment.</p>	<p>Met with Strength</p> <p>The budget information included in the proposal shows that the program will be adequately funded.</p> <p>Information about if “the budget is comparable to the budgets of similar programs, and provides evidence that, in the event that resources within the institution are redirected to support the new program, such a redirection will not have a negative impact on undergraduate education” was not included in the proposal.</p>
<p>8. The proposal provides evidence that the academic unit(s) associated with this new degree have been productive in teaching, research, and service.</p>	<p>Met with Strength</p> <p>Although the Department of Health Sciences is relatively new (created in 2018), there is strong evidence that the faculty provide excellent teaching, research, and service to their students and professional community.</p>



Board of Trustees

November 16, 2023

Agenda Item

AESC-4 - New Degree Program Proposal - M.S. in Robotics and Autonomous Systems

Proposed Board Action

The Academic Excellence and Student Success Committee is asked to recommend to the Board of Trustees, on its consent agenda, approval of the new degree program proposal for the M.S. in Robotics and Autonomous Systems.

Authority for Board of Trustees Action

Board of Governors Regulation 8.011; UCF Regulation UCF-2.040 Development, Approval, Termination, and Suspension of Degree Programs

Supporting Documentation Included

Attachment A: M.S. in Robotics

Attachment B: Request to Offer New Degree Program - M.S. in Robotics and Autonomous Systems*
(Please click the link below to access the full request)

- Request to Offer A New Degree Program – M.S. in Robotics and Autonomous Systems:
[Full Request](#)

Attachment C: Analysis Summary for New Degree Program Authorization - M.S. in Robotics and Autonomous Systems

Facilitators/Presenters

Timothy Letzring, Vice Provost for Academic Affairs



New Degree Program Proposal – M.S. in Robotics and Autonomous Systems

EXECUTIVE SUMMARY

Objective

The proposed interdisciplinary MS degree program, Master of Science in Robotics and Autonomous Systems (MSRAS), will teach the skills necessary to analyze, design, and develop robotic and autonomous platforms that are increasingly part of human society. The creation of these platforms requires skills from multiple disciplines spanning electrical and electronic hardware, autonomous control, computer vision, machine learning, manipulation, mechatronics, autonomous vehicles, and medical robotics. The proposed MSRAS degree is a 30-credit hour graduate program that offers a thesis option. Students will learn to design robotic hardware, program artificial intelligence software, and understand the mathematical foundations of robotic control. Students who graduate with a MS-Robotics and Autonomous Systems will emerge with interdisciplinary skills in electrical, computer, and mechanical engineering. Florida Department of Economic Opportunity projects job growth between 2022 and 2030 of 15.8% in electrical engineering, 14.0% in mechanical engineering, and 10.8% in computer (hardware engineering). Although there is no specific category for robotics engineers in FDEO or the Bureau of Labor Statistics (BLS), we believe the job growth in that specialty will be commensurate.

The MS-RAS program will be offered by the Department of Electrical and Computer Engineering (ECE). ECE's electrical engineering degree program is ranked 58 by the U.S. News & World Report, with the computer engineering degree program ranked 57. Counting across both electrical and computer engineering programs, ECE currently has 1441 BS students, 76 MS, and 131 Ph.D. students. MS-RAS students will take courses offered by ECE, Computer Science, and Mechanical and Aerospace Engineering. All three departments have committed to offering the required courses and expressed strong support for the program. Since no new courses are being introduced, the main impact for the departments will be increased enrollment in existing courses. The MS-RAS leverages existing hiring efforts, such as the Artificial Intelligence Initiative (AI). Through the Artificial Intelligence Initiative, close to thirty new AI faculty will be hired, who will be tenured in 5 different colleges: College of Engineering and Computer Science (CECS), College of Medicine (COM), College of Sciences (COS), College of Optics and Photonics (COP) and College of Business (COB). External letters of support for MSRAS have been obtained from the University of Maryland, Arizona State University, and Google.

Summary of Key Observations/Recommendations

- The Council of Academic Vice Presidents (CAVP) ACG pre-proposal review requested information on how the proposed program compares to UWF's PhD program on Intelligent Systems and Robotics. We believe that these programs are quite different since 1) the UWF program is a research-focused PhD program requiring students to complete 24 credit hours of dissertation work and 2) it does not include a mechanical engineering component.
- GRE scores are currently listed as an admission requirement for the MSRAS program, and one reviewer questioned the benefits of requiring the GRE. Currently, several CECS-based

MS programs require the GRE for admission. On an annual basis, CECS graduate programs evaluate the effectiveness of each of the elements of its respective applications. This will be the case for MSRAS, as well.

- The reviewers asked for an update on how many faculty have been hired as part of the AI Initiative effort. The AI Initiative hiring committee reports that they have hired 8 faculty in the following departments: ECE (2), Computer Science (CS) (2), Materials Science and Engineering (MSE) (1), COB (1), Math (1) COM (1), of whom 5 have joined UCF and 3 will be starting in Spring 2024.
- MSRAS students are allowed to take 6 credit hours of independent studies. One of the reviewers noted that this may place a large advising burden on faculty affiliated with the program. There is the capacity for CECS faculty to advise more research-oriented students since the number of Ph.D. Students (as well as the Ph.D. Student-to-faculty ratio) in CECS is still in the process of recovering from declines experienced during the COVID pandemic. More recently, the pool of incoming CECS Ph.D. has shifted from being dominantly first-time-in-grad-school students towards being more inclusive of students who recently completed MS programs in CECS.

Additional Background

Currently, UCF has an undergraduate minor in the area of Intelligent Robotic Systems (IRS) that has been increasing in popularity. The IRS minor completion increased from only a single student completing the minor in 2014-2015 to 28 students completing the minor during the 2020-2021 academic year. UCF also has student clubs for artificial intelligence and robotics, indicating that undergraduate interest in this area is high. A Qualtrics survey was sent by email to students (both current and prospective) in UCF's College of Engineering and Computer Science, and 167 responses were received. 126 students responded that they were either probably or definitely interested in pursuing an MS in Robotics and Autonomous Systems.

Rationale

The Master of Science in Robotics and Autonomous Systems (MSRAS) will directly support the SUS goals of "Productivity" in STEM disciplines and "Increase Community and Business Workforce." The program will increase the production of Master's degrees by increasing the number of MS degrees produced at UCF and will do so in the high-demand STEM areas of robotics and autonomous systems. The proposed program relates to SUS Programs of Strategic Emphasis, which includes Artificial Intelligence (11.0102), Mechatronics, Robotics, and Automation Engineering (14.4201), and Robotics Technology/Technician (15.0405). Robotics is of critical importance for tasks that are hazardous for humans, such as space exploration and military missions, and thus MSRAS relates to two focus areas on UCF's Unleashing Potential 2022-2027 strategic plan (Space Technologies and Transformative Technologies and National Security).

Implementation Plan

Date	Implementation Activity
11/2023	Program approved; websites are created, listed in catalog
12/2023	Market and communicate the opportunity to prospective graduate students
1/2024	Start reviewing applications and admitting students
3/2024	Assigning faculty to courses

Resource Considerations

The Master of Science in Robotics and Autonomous Systems (MSRAS) will leverage the expertise of faculty hired into UCF's research centers, including the Center for Research in Computer Vision (CRCV), the Artificial Intelligence Initiative (AI), the Institute for Simulation and Training, Bionx and the Disability, Aging and Technology (DAT) clusters. During the initial year, Computer Science will reallocate \$32,036.74 toward the program, Engineering (ECE) will reallocate \$16,084.71, and Engineering (MAE) will reallocate \$15,586.88. The Library monograph and database holdings appear to meet the current needs for the proposed degree but lack the highest cited journal, Science Robotics, listed in Clarivate's Journal Citation Report (JCR) and therefore, subscription costs are requested. The total cost for this subscription for the first year to begin 2024 is \$ 4,366.

Conclusion

Robotics is a rapidly growing area of research importance that touches all areas of engineering; it requires an interdisciplinary background in hardware, software, and mathematics. The MSRAS program:

- Addresses both student interests and employer demand.
- Aligns with UCF's long-term strategic plans for STEM education and workforce development.
- Leverages increased research hiring in artificial intelligence from the AI Initiative.
- Can be built upon existing courses, so the main department impact lies in increased enrollment in existing courses.
- Has strong commitment from participating departmental units: ECE, CS, MAE, and CRCV.

M.S. – Robotics & Autonomous Systems

- An interdisciplinary program housed in Electrical Engineering but includes competencies in computer engineering and mechanical engineering.
- Designed to prepare graduates to analyze, design, and develop robotic and autonomous platforms that are increasingly part of human society and growing in demand across a variety of industries.
- Program developed from internal student demand first, then external need was confirmed as the proposal process continued.
 - The Robotics and AI student organizations have strong participation levels
- The courses for this program already existed as electives. This only required a repackaging of those into a formal degree structure.



State University System of Florida Board of Governors
REQUEST TO OFFER A NEW DEGREE PROGRAM

In accordance with Board of Governors Regulation 8.011

(Please do not revise this proposal format without prior approval from Board staff)

University of Central Florida
Institution Submitting Proposal

Fall 2024
Proposed Implementation Term

College of Engineering and Computer Science
Name of College(s) or School(s)

Electrical and Computer Engineering
Name of Department(s)/Division(s)

Robotics and Autonomous Systems
Academic Specialty or Field

Master of Science in Robotics and
Autonomous Systems (MSRAS)
Complete Name of Degree

14.4201
Proposed CIP Code (2020 CIP)

Proposed Program Type
[X] E&G Program
[] Market Tuition Rate Program
[] Self-Supporting Program

The submission of this proposal constitutes a commitment by the university that, if the proposal is approved, the necessary financial resources and the criteria for establishing new programs have been met before the program's initiation.

Date Approved by the University Board of Trustees

Alexander Cartwright
Digitally signed by Alexander Cartwright
Date: 2023.10.27 17:19:13 -04'00'
President's Signature Date

Board of Trustees Chair's Signature Date

Michael D. Johnson
Digitally signed by Michael D. Johnson
Date: 2023.10.25 13:00:07 -04'00'
Provost's Signature Date

Projected Enrollments and Program Costs

Provide headcount (HC) and full-time equivalent (FTE) student estimates for Years 1 through 5. HC and FTE estimates should be identical to those in Appendix A – Table 1. Indicate the program costs for the first and the fifth years of implementation as shown in the appropriate columns in Appendix A – Table 3A or 3B. Calculate an Educational and General (E&G) cost per FTE for Years 1 and 5 by dividing the total E&G by FTE.

Implementation Timeframe	HC	FTE	E&G Cost per FTE	E&G Funds	Contract & Grants Funds	Auxiliary/Philanthropy Funds	Total Cost
Year 1	20	14.5	\$4,694.78	\$68,074			\$68,074
Year 2	42	25					
Year 3	48	28.5					
Year 4	54	33					
Year 5	66	41	\$1,811.36	\$74,266			\$74,266

Programs of Strategic Emphasis Waiver *(for baccalaureate programs only)*

Does the program fall under one of the CIP codes listed below?

- Yes
 No

If yes, students in the program will be eligible for the Programs of Strategic Emphasis (PSE) waiver. See [Board Regulation 7.008](#) and the [PSE Waiver Guidance](#) for additional details.

CIP CODE	CIP TITLE	CATEGORY
11.0101	Computer and Information Sciences	STEM
11.0103	Information Technology	STEM
14.0801	Civil Engineering	STEM
14.0901	Computer Engineering	STEM
14.1001	Electrical and Electronics Engineering	STEM
27.0101	Mathematics	STEM
40.0801	Physics	STEM
52.0301	Accounting	GAP ANALYSIS
52.0801	Finance	GAP ANALYSIS
52.1201	Management Information Systems	STEM

Additional Required Signatures

Additional Required Signatures

I confirm that I have reviewed and approved Need and Demand Section III.F. of this proposal.

Nancy F. Myers Digitally signed by Nancy F. Myers
Date: 2023.10.23 11:53:39 -04'00'

Signature of Equal Opportunity Officer

Date

I confirm that I have reviewed and approved Non-Faculty Resources Section IX.A. and IX.B. of this proposal.

Beau Case Digitally signed by Beau Case
Date: 2023.04.10 14:04:47
-04'00'

Signature of Library Dean/Director

Date

Analysis Summary for New Degree Authorization
Program Name: Robotics and Autonomous Systems (MSRAS)

	Criteria	Proposal Response to Criteria
1.	The goals of the program are aligned with the university's mission and relate to specific institutional strengths.	<p>Met with Strength</p> <p>The proposed program supports UCF's goal of collaborating with industry as many companies are actively seeking to expand in robotics. Autonomous systems are a topic of interest for several companies with existing sponsored research partnerships with UCF, including Lockheed Martin, Siemens, and CAE. The proposed program relates to SUS Programs of Strategic Emphasis which includes Artificial intelligence, Mechatronics, Robotics, and Automation Engineering, and Robotics Technology/Technician. The program is well-positioned to draw from UCF's undergraduate Intelligent Robotic Systems (IRS) minor, the Robotics Club, and benefits from new faculty hires through the AI Initiative.</p>
2.	If there have been program reviews or accreditation activities in the discipline or related disciplines pertinent to the proposed program, the proposal provides evidence that progress has been made in implementing the recommendations from those reviews.	<p>Met</p> <p>The department's previous reviews were positive and responsive to some of the suggestions for improvement. For instance, eight new faculty have been hired recently to contribute to the program.</p> <p>The Committee recommends including additional details about any other comments and if they have been addressed. For example: "1) create fellowships to attract high-quality students 2) increase the regularity of course offerings."</p>
3.	The proposal describes an appropriate and sequenced course of study. Admissions and graduation criteria are clearly specified and appropriate. The course of study and credit hours required may be satisfied within a reasonable time to degree. In cases in which accreditation is available for existing bachelor's or master's level programs, evidence is provided that the programs are accredited or a rationale is provided as to the lack of accreditation.	<p>Met</p> <p>The curriculum is well-balanced between basic and advanced coursework. It includes a variety of applications that will allow opportunities for students to choose a variety of specific topics that can cater to their interests. The sequence of courses is realistic.</p> <p>The admission standards and graduation requirements are clearly articulated. The Committee recommends that the program prepare for a future scenario where the GRE is no longer required.</p> <p>The professional societies associated with robotics research are IEEE (Institute of Electrical and Electronics Engineers), ACM (Association for Computing Machinery), and ASME (American Society of Mechanical Engineers). There is not a specialized accreditation agency that is appropriate for this program.</p>
4.	Evidence is provided that a critical mass of faculty members is available to initiate the program based on estimated enrollments, and that, if appropriate, there is a commitment to hire additional faculty members in later years, based on estimated enrollments. For doctoral programs, evidence is provided	<p>Met with Strength</p> <p>A sufficient number of faculty members with expertise in this field are available to teach the courses, and new faculty will be available in the future through the AI Initiative. New faculty have recently been hired that will contribute to the program. The department has recently hired eight new faculty in Fall 2023.</p>

	Criteria	Proposal Response to Criteria
	that the faculty members in aggregate have the necessary experience and research activity to sustain a doctoral program.	
5.	Evidence is provided that the necessary library volumes and serials; classroom, teaching laboratory, research laboratory, office, and any other type of physical space; equipment; appropriate fellowships, scholarships, and graduate assistantships; and appropriate clinical and internship sites are sufficient to initiate the program.	<p>Met</p> <p>The committee recommends that a designated lab space for the graduate program be identified. There is some concern with the assumption that the new undergraduate lab space will be optimal for serving both undergraduate and graduate students.</p> <p>The library monograph and database holdings appear to meet the current needs for the proposed degree but lack the highest cited journal, <i>Science Robotics</i>, listed in Clarivate’s Journal Citation Report (JCR) and therefore subscription costs have been requested.</p> <p>Engineering has created a dedicated space for robotics teaching and research in the Barbara Ying Center and has purchased 10 Unitree Go1 EDU robots. These robots will be available for graduate courses.</p>
6.	Evidence is provided that there is a need for more people to be educated in this program at this level. For all degree programs, if the program duplicates other degree programs in Florida, a convincing rationale for doing so is provided. The proposal contains realistic estimates of headcount and FTE students who will major in the proposed program and indicates steps to be taken to achieve a diverse student body.	<p>Met with Strength</p> <p>The proposal has addressed workforce needs: “The robotics engineer job market is expected to grow by 6.4% by 2026, and Florida has the 3rd largest robotics engineering job market in the nation.” The program does not duplicate existing programs at FAMU or FIU. The headcount/full-time equivalent student estimates for Years 1 (20/14.5) through 5 (66/41) are provided.</p>
7.	The proposal provides a complete and realistic budget for the program, which reflects the text of the proposal, is comparable to the budgets of similar programs, and provides evidence that, in the event that resources within the institution are redirected to support the new program, such a redirection will not have a negative impact on undergraduate education. The proposal demonstrates a judicious use of resources and provides a convincing argument that the output of the program justifies the investment.	<p>Met</p> <p>The Committee could not find any information related to “providing evidence that, in the event that resources within the institution are redirected to support the new program, such a redirection will not have a negative impact on undergraduate education.” However, the overall budget for the new degree program is somewhat modest because it is leveraging existing courses.</p>
8.	The proposal provides evidence that the academic unit(s) associated with this new degree have been productive in teaching, research, and service.	<p>Met with Strength</p> <p>The faculty associated with the program are well-recognized for their teaching and are active in research and service.</p>



Board of Trustees

November 16, 2023

Agenda Item

AESC-5 - Conferral of Degrees

Proposed Board Action

The Academic Excellence and Student Success Committee is asked to recommend to the Board of Trustees, on its consent agenda, approval of the conferral of degrees during the Fall 2023 commencement ceremonies.

Authority for Board of Trustees Action

Board of Governors Regulation 1.001(4)(a); UCF BOT Academic Excellence and Student Success Committee Charter

Supporting Documentation Included

Attachment A: Graduation Count - Fall

Facilitators/Presenters

Michael Johnson, Provost and Executive Vice President for Academic Affairs



Conferral of Degrees

EXECUTIVE SUMMARY

Objective

In accordance with Board of Governors Regulation [1.001\(4\)\(a\)](#) and the UCF Board of Trustees Academic Excellence and Student Success Committee [charter](#), the conferral of degrees goes before the Board of Trustees for approval.

Summary of Key Observations/Recommendations

UCF expects to award the following degrees during the fall commencement ceremonies on December 15 – 16, 2023.

Baccalaureate Degrees:	4,941
Master's Degrees:	927
<u>Doctoral and Specialist:</u>	<u>128</u>
Total:	5,996

Additional Background

N/A

Rationale

The conferral of degrees must be approved by the Board of Trustees for each term.

Implementation Plan

The UCF commencement ceremonies for the Fall 2023 term will take place on December 15 – 16, 2023.

Resource Considerations

N/A

Conclusion

The conferral of degrees for the Fall 2023 term must be approved in advance of the planned commencement ceremonies on December 15 – 16, 2023.

UCF FALL 2023 Commencement

College	Bachelor	Master	Doctorate	College Totals
College of Arts and Humanities	282	26	4	312
College of Business Administration	646	77	0	723
College of Community Innovation and Education	541	318	17	876
College of Engineering and Computer Science	712	175	44	931
College of Graduate Studies	0	10	0	10
College of Health Professions and Sciences	522	137	1	660
College of Medicine	147	8	5	160
College of Nursing	163	28	20	211
College of Optics and Photonics	6	12	5	23
College of Sciences	1,359	106	30	1,495
College of Undergraduate Studies	286	0	0	286
Rosen College of Hospitality Management	277	30	2	309
Degree level totals:	4,941	927	128	5,996



Board of Trustees

November 16, 2023

Agenda Item

GOVC-1 Amendments to the Collective Bargaining Agreement 2021-2024 Between the University of Central Florida Board of Trustees and the Central Florida Police Benevolent Association (PBA)

Proposed Board Action

The Governance Committee is asked to recommend to the Board of Trustees, on its non-consent agenda, ratification of the proposed amendments to the Collective Bargaining Agreement 2021-2024 Between the University of Central Florida Board of Trustees and the Central Florida Police Benevolent Association (PBA)

Authority for Board of Trustees Action

BOG Regulation 1.001(5)(a),(b)

Board of Trustees Policy Presidential Authority and Delegation, Section 5(e)

Supporting Documentation Included

Attachment A: Collective Bargaining Agreement 2021-2024 Between the University of Central Florida Board of Trustees and the Central Florida Police Benevolent Association (PBA) (redline)

Facilitators/Presenters

Maureen Binder, Associate Vice President and Chief Human Resources Officer



Amendments to the Collective Bargaining Agreement 2021-2024 Between the University of Central Florida Board of Trustees and the Central Florida Police Benevolent Association (PBA)

Executive Summary

Objective

Consider ratifying amendments to the Collective Bargaining Agreement 2021-2024 Between the University of Central Florida Board of Trustees and the Central Florida Police Benevolent Association (PBA)

Summary of Key Observations/Recommendations

On October 28, 2021, the UCF Board of Trustees entered into a three-year collective bargaining agreement with PBA that expires on September 30, 2024, and pursuant to that agreement, negotiations for reopened articles began in August 2023. The parties reached tentative agreement on the reopened articles on October 4, 2023, and the UCF Board of Trustees was notified that the union membership ratified the tentative agreement on October 12, 2023.

Additionally, this contract contains the following changes from the 2021-2024 agreement:

- In Article 13, Workday, Work Period, and Overtime, two sections were added to clarify compensation during university closures.
- In Article 20, Probationary Periods and Promotions, language was removed regarding base salary adjustments for probationary supervisors.
- In Article 25, Leave and Holidays, language was added to clarify the number of annual leave hours that are granted to the employee and that the personal holiday must be used by June 30 of the following year.
- In Article 29, Wages, each bargaining unit member's salary has either been adjusted to the identified starting salary or raised by \$5,000, whichever is greater. Additionally, all bargaining unit members shall receive a one-time seniority salary adjustment of \$500, \$750, or \$1,000 per year of service in their current rank as Officer, Corporal, or Sergeant while employed at the UCF Police Department (UCFPD), respectively.

All other articles remain status quo.

Additional Background

Florida Board of Governors Regulation 1.001(5)(b) provides that each board of trustees shall act as the sole public employer with regard to all public employees of its university for the purposes of collective bargaining and shall serve as the legislative body for the resolution of impasses with regard to collective bargaining matters. Currently, 62 law enforcement officers at the University of Central Florida are represented for purposes of collective bargaining by the Central Florida Police Benevolent Association.

Under the Board of Trustees' Policy on Presidential Authority and Delegation, the Board

delegates the administration of collective bargaining agreements and matters to the President, who assigns a collective bargaining team to negotiate agreements. The collective bargaining team for this union is comprised of management and the human resources coordinator from the Police Department and representatives from central human resources. The Chief Human Resources Officer serves as the chief negotiator on behalf of the university.

Rationale

The clarification of the compensation language in Article 13 and 25 makes it easier for covered members to understand the intent of the language and ensures that the language used in the agreement is reflective of the new system, Workday, and its processes. The increases agreed upon in the wage article support the President's Strategic Plan in the following ways: becoming a best place to work and learn – by offering a competitive wage to our Law Enforcement Officers (LEOs) within the Orlando and Central Florida market. Community and culture – targeting faculty and staff satisfaction by offering a competitive wage for a very difficult role to fill within the university community, LEOs.

Implementation Plan

We expect that with the changes to the agreement, UCF can attract and retain our Law Enforcement Officers. We have started working with our Workday technical team to ensure that the clarification language in Article 13 and 25 is consistent with our Workday processes. Testing is currently underway and is proving to be successful. Regarding the wage article, upon approval from the Board of Trustees, the changes will be uploaded into Workday, effective December 8, and will be reflected on the December 29 paycheck.

Resource Considerations

The total fiscal impact of the collective bargaining agreement is \$434,353.35, funded from the Division of Administration and Finance (Education and General Funds).

Conclusion

The collective bargaining team appointed by the president to represent the University of Central Florida Board of Trustees recommends ratification of the amended articles of the UCF BOT-PBA Collective Bargaining Agreement for 2021-2024.

Article 13
WORKDAY, WORK PERIOD, AND OVERTIME

Section 1. Work Period

1.1 The parties agree to utilize a fourteen (14) consecutive day work period for all bargaining unit employees.

1.2 The parties agree to operate under 29 U.S.C. §207(k) of the Fair Labor Standards Act in order to establish employees' overtime compensation. When an employee works more than eighty (80) hours in a fourteen (14) consecutive day work period, the employee shall receive overtime compensation. Overtime compensation shall be by cash payment, unless the Chief specifically authorizes (in writing) such overtime compensation by payment of compensatory time.

1.3 Overtime shall be scheduled in accordance with Departmental Policies and Procedures and administered in accordance with the provisions of this Article. Employees shall be required to work overtime when ordered.

1.4 Under no circumstances shall sick leave, vacation leave, or any other time not actually worked count as "time worked" or "hours worked" for purposes of calculating entitlement to overtime compensation.

1.5 This paragraph relates to an employee's ongoing, regular workweek, work hours, or days off. An employee will be given ten (10) calendar days' notice of a change in the employee's workweek, work hours, or days off, except in an emergency or to meet unforeseen law enforcement needs. Special duty and overtime assignments do not change an employee's regular workweek, work hours, or days off and therefore are not covered by this paragraph.

1.6 An employee who rotates to a different shift (based on a Department-wide shift rotation or a change in an individual's shift) shall receive a minimum of twelve (12) hours off between the end of the current shift assignment and the beginning of the new shift assignment, except in an emergency or where staffing does not permit.

1.7 The Department will not mandate overtime for special events at the Arena or Stadium, UNLESS the Department gives the unit member at least three (3) calendar days' notice of the special event assignment or there is an unforeseen law enforcement need. An employee who has volunteered for a special event and then must call in sick, shall normally contact the Department at least five hours in advance of the special event report time, utilizing standard procedures. If an employee who is scheduled to work a special event, calls in sick prior to the event utilizing standard procedures, the Department shall be responsible to find a replacement, if any.

Section 2. Workday

2.1 For the purpose of this Agreement, workday shall mean the time during which an employee is on scheduled duty. A regular workday shall be twelve (12) hours for officers assigned to Patrol, and eight (8) hours or ten (10) for all other bargaining unit employees. It is understood that officers assigned to Patrol will work six (6) twelve (12) hour workdays and one (1) eight (8) hour workday in a work period.

2.2 Subject to work requirements, each employee shall be entitled to a paid meal period of thirty (30) minutes during his regular workday. Subject to work requirements, employees shall be allowed a fifteen (15) minute rest period during the first half of the workday and a fifteen (15) minute rest period during the second half of the workday.

2.3 If the University is closed for any purpose other than a State of Emergency (University closure, Order of the Governor, etc.) or university holiday, bargaining unit members shall have their Special Compensatory time bank credited with the number of hours equivalent to the number of regular scheduled work hours (twelve hours per day for personnel assigned to Patrol and eight hours for personnel assigned to non-patrol functions) for each day of the closure.

2.4 If the University is closed for a State of Emergency and a bargaining unit member works during the closure, bargaining unit members shall have their Special Compensatory time bank credited with the number of hours equivalent to the number of hours worked daily for each day of the closure.

Section 3. Compensatory Time

3.1 An employee may accumulate up to 80 hours of overtime compensatory time.

3.3 An employee may elect to sell back up to five, forty (40) hour increments of special compensatory time, overtime compensatory time or vacation time annually if the Chief (Director) agrees to such "sell back." (The time of any such "sell back" must be approved by the Chief.) Each forty (40) hour increment must be from only one type of balance (special compensatory time, overtime compensatory time or vacation). This section defines the annual time period as the calendar year and the controlling factor shall be the date of payment.

Section 4. Compensation for Special Duty

4.1 When an employee works an event for which the department is reimbursed at a premium rate of pay, and such event is outside the employee's regularly scheduled work period, and a holiday(s) occurs or the employee uses sick leave, annual leave, or administrative leave in that work period, such employee will receive premium (time and one-half) pay for hours worked at that event. K-9 officers shall receive a minimum of forty-five dollars (\$45.00) per hour, or the premium time, whichever is greater, for all time worked on the special duty assignment while working the event with his K-9.

4.2 An employee reporting to a special duty event shall be guaranteed four hours of pay if an event is canceled prior to the end of the four-hour period covered by the guaranteed pay provision. If an event is concluded prior to one hour, the employee will be paid for two hours. If an event is concluded after one hour, but less than four hours, the employee shall be paid for four hours. An employee's failure to adhere to the Department's procedures for determining the status of the event prior to reporting to such duty will cause the employee to lose eligibility for the guaranteed four hours. If, after the employee reports to work, the event is canceled or concluded prior to the end of the guaranteed four hours, management may assign other law enforcement duties within the scope of the employee's position description during the guaranteed four-hour period. This four-hour guarantee applies to each continuous period of special duty, even if

occurring during the same event. (For purposes of example only, this means that if an employee reports for special duty for a period of time and then is asked to report back three hours later for additional special duty, the employee will receive the four-hour guarantee for both periods of special duty for a total of eight hours or the actual hours worked, whichever is greater.)

Section 5. Patrol Shift Selection (Bids)

5.1 Patrol shift selection shall be conducted twice a year. The employees shall select posted shifts and slots by seniority; except that up to one employee on each patrol shift may be assigned by the Department without regard to seniority. The Department will honor selections unless it is unable to fill a designated slot with a qualified employee or in order to staff the positions on each patrol shift without regard to seniority. In such case where there is not a qualified person who bid to fill a slot, the Department shall have the right to fill the vacant slot(s) with the most qualified employee. Agency Seniority, as used in this section, is defined as the time accruing to bargaining unit employees through continuous sworn full-time service while employed by the University. In the event that two or more personnel have the same Rank Seniority which is the same date of promotion to the rank, the employee with the most Rank Seniority held in the next lower rank shall have preference. Agency Seniority shall have preference if all Rank Seniority is equal. Agency Seniority shall start from the day an employee is hired to perform law enforcement services (sworn hire date) and shall not accrue while an employee is attending a law enforcement academy in order to be State certified as a Law Enforcement Officer. In the rare circumstances of all determining factors of Rank seniority, Agency seniority are equal as described above, and the parties cannot resolve the issue, then Agency seniority shall be determined by the date police certification in Florida was received by the unit member.

5.2 With respect to employees assigned without regard to seniority in accordance with Section 5A above, no employee shall be so assigned more than once every three years.

5.3 With respect to employees assigned without regard to seniority in accordance with Section 5A above, any such assignment shall be for the duration of the posted shift cycle.

With respect to employees assigned without regard to seniority in accordance with Section 5.1 above, employees shall be given a written reason(s) as to the assignment.

Section 6. Patrol and Shift Differential

6.1 A payment of patrol differential of \$0.25 per hour for unit members who work patrol day shifts.

6.2 Patrol unit members will be paid a shift differential salary additive for the entire shift when regularly assigned to work an evening or night shift of \$2.00 per hour where the majority of hours fall between 6:00 p.m. and 6:00 a.m.

6.3 The shift differential additive is included in the calculation of the employee's regular rate of pay for purposes of computing overtime pay.

6.4 Employees who select a shift or are assigned a shift according to the annual shift selection process are eligible to receive a shift and/or patrol differential additive. Exceptions to

this section may be approved by the chief for new hires and if an assignment is made between shift selection processes for a period of at least six pay periods.

Article 20
PROBATIONARY PERIODS AND PROMOTIONS

Section 1. Probationary Periods:

1.1 Each Law Enforcement Officer serves a probationary period of at least one year.

1.2 Law Enforcement Corporals and Sergeants serve a one-year probationary period that begins on the date of appointment.

1.3 Police officers serving their initial (entry) probationary period shall not be permitted to utilize the contractual grievance/arbitration procedure to contest discharge or other disciplinary action taken during probationary periods.

1.4 Bargaining unit employees serving a promotional probationary period shall be permitted to utilize the contractual grievance procedure for all purposes; except that a grievance challenging removal from the promotional position prior to the conclusion of the promotional probationary period shall be limited to Step 3 of the grievance procedure.

Section 2. Promotional Examinations.

The filling of vacant positions should be used to provide career mobility for employees and should be based on the relative merit and fitness of the applicants. The University shall fill a vacant position with the qualified list of candidates passing the written test, who, in its judgment, is most qualified to perform the duties as described in the class specification, and position description. Unit members promoted to the ranks of corporal or sergeant shall receive the minimum salary range for that position or a ten percent (10%) increase in base salary, whichever is greater. ~~Should the probationary supervisor's starting salary be greater than a supervisor with rank seniority, in the same classification, the senior supervisor's base salary will be adjusted so that the senior supervisor is making a minimum of \$.75 per hour greater than the newly promoted supervisor.~~

2.1 A written exam will be required of all employees who wish to be considered for a promotion and meet the minimum requirements as stipulated in Sections 2.13 and 2.14. Written exams will be based upon a job task analysis of the corporal and sergeant positions being tested and an assessment of the knowledge, skills, and abilities necessary to perform the requirements of the classes. The passing score that must be obtained will be seventy-five percent (75%).

2.2 An employee must submit a request to take a promotional exam to the UCF Police Department Human Resources liaison no later than the first business day after January 1 of each calendar year. Failure by the employee to submit such request will disqualify the employee from eligibility to take the promotional examination.

2.3 Employees will be notified in writing of their eligibility or ineligibility for the promotional examinations for which they have submitted a request. Supervisor

promotional exams shall be given on even numbered years. Police Officer First Class promotional examinations shall be given on odd numbered years.

2.4 The Exam Administrator is to notify the University Human Resources Office and the Chief no later than January 15 of each calendar year, regarding: the date(s) of the exam; the place where the exam will be administered; the major categories to be covered by the exam; and the bibliography of courses from which exam questions have been taken (e.g., name of textbooks, departmental policies, general orders, special orders, etc.).

2.5 No later than February 1st of each calendar year, the University shall furnish to those eligible employees whose exam requests are on file in the University, a copy of the "NOTICE OF PROMOTIONAL EXAM" issued by the Exam Administrator. Only those employees whose names are furnished to the Exam Administrator will be eligible to take the promotional exam.

2.6 The Exam Administrator will notify each employee who takes a promotional exam of the exam results. The exam results shall also be provided to the Chief.

2.7 Placement on the appropriate promotional list will be based on passing the written examination.

2.8 The University promotional list shall be effective July 1st of each calendar year the exam is administered. Names shall be retained on the promotional list for a period of two (2) years.

2.9 The University's promotional list, consisting of the name, final passing score, and position on the appropriate list, shall be posted.

2.10 Eligibility to Take Promotional Examination(s).
Supervisor Exam. Any certified police officer who has immediately prior to the promotion examination - (i) a minimum of two (2) consecutive years of employment in the Department as a certified law enforcement officer; or (ii) a minimum of one consecutive year in the Department as a certified law enforcement officer plus a minimum of two consecutive years of certified law enforcement experience in another law enforcement agency - shall be eligible to take the promotional examination for Supervisor if the officer otherwise meets all of the qualifications for the promotion. Any combination of experience may be used, so long as there is one year of certified law enforcement officer experience in the Department.

Section 3. Promotion Eligibility and Promotions.

3.1 Definition. For purposes of this article, the terms certified or certification shall refer to the official date of law enforcement certification as determined by the Florida Department of Law Enforcement.

3.2 Upon the passing of the Supervisor exam, the unit member is eligible to be promoted to the rank of Corporal. Successful completion of the probationary period in the rank of Corporal shall be a prerequisite for promotion to Sergeant.

3.3 No employee shall be eligible for promotion, regardless of performance on the promotional examination, unless the employee has been ranked overall "Satisfactory" or higher on his last two (2) Performance Evaluations. No employee shall be eligible for promotion, regardless of performance on the promotional examination, if he has received formal disciplinary action above the level of written reprimand for an incident occurring within twelve (12) months prior to the actual appointment (promotion).

3.4 If the University uses oral interviews, at least one (1) of the interviewers must be from an outside law enforcement agency. The local PBA representative will be provided the names of the individuals to serve on the interview committee. Questions asked at the oral interview will be limited to those that are clearly job related and the same questions will be asked of all applicants.

3.5 Except where a vacancy is filled by demoting a law enforcement employee or by reassignment, the only employees who may be considered for a vacancy shall be those having passed the written promotional exam and who are actively on the University's promotional list. All qualified employees shall be interviewed in such case. This provision does not change the requirement that a candidate for promotion to Sergeant must have successfully completed the probationary period in the rank of Corporal prior to consideration for promotion to Sergeant.

3.6 Employees who do not receive a promotion for which they applied will retain their position on the promotional list, which shall expire once a new list has been declared, in writing, by the Chief of Police. After a promotional list has expired, an employee must retake the Supervisor Exam in order to be eligible for continued eligibility for promotion.

Section 4. Police Officer First Class Program.

4.1 Those officers meeting the eligibility requirements to take the promotional examination for supervisor shall be eligible to test for Police Officer First Class.

4.2 Promotion to the rank of Police Officer First Class shall be based exclusively on the results of a written test. The examination request process, notification process and testing process shall be the same as indicated in 2.1, 2.2, 2.3, 2.4, 2.5 and 2.6.

4.3 All officers who receive a passing score on the Police Officer First Class examination shall be promoted to the rank of Police Officer First Class.

4.4 Officers who attain the rank of Police Officer First Class shall receive a one-time payment of \$1,000 to reward their promotion. After the year of promotion, for each full calendar year in which an officer holds the rank of Police Officer First Class,

the officer will be paid a bonus of \$1,000 no later than the first pay period of September.

4.5 The rank of Police Officer First Class shall not be used for shift selection or vacation preferences but shall be treated in the same manner as the Police Officer Rank for selection preferences.

Article 25
LEAVE AND HOLIDAYS

Section 1. Leave.

Vacation, sick, Administrative Leave for bereavement, and job-related disability leave shall be governed by existing University policy applicable to the bargaining unit employees and this agreement.

1.1 An administrative leave day shall be defined as the number of hours the bargaining unit member is regularly scheduled to work on the day leave is granted. Three (3) days of administrative leave shall be granted for bereavement purposes.

Section 2. Leave to Supplement Worker's Compensation Benefits and Alternate Duty.

The use of paid leave to supplement worker's compensation benefits and the performance of alternate duty due to temporary inability to perform regular job duties as a result of an on-the-job injury shall be governed by existing University policy applicable to the bargaining unit employees.

Section 3. Holidays shall be governed by existing University policy and this agreement.

3.1 The following holidays are recognized paid holidays by the University:

New Year's Day – _____ January 1
Martin Luther King's Birthday – ____ Third Monday in January
Memorial Day – _____ Last Monday in May
Independence Day – _____ July 4
Labor Day – _____ First Monday in September
Veteran's Day – _____ November 11
Thanksgiving – _____ Fourth Thursday in November
Day After Thanksgiving – _____ Fourth Friday in November
Christmas Day – _____ December 25

~~Personal Holiday (1) – granted on July 1 of each year and must be used by June 30th of the following year.~~

Holiday hours shall be observed as from 0001 to 2400 hours of the designated holidays enumerated above.

3.2 Unit members shall receive special compensation for each recognized holiday in the amount of one (1) shift per holiday. Said shift is defined as the number of regular hours the unit member is normally assigned to perform.

~~3.3 Unit members shall receive (1) Personal Holiday on July 1st of each year in the form of eight (8) annual leave hours, to be used by June 30th of the following year. If the unit member fails to use the hours by June 30th of the following year, the hours shall be forfeited.~~

Article 29
WAGES

Section 1. Salary Increases.

1.1 For Fiscal Year ~~2023-24~~2023-24, the University will adjust each bargaining unit member's base salary to reflect the identified starting salary for the range identified under Section 3 of this ~~article, or article or~~ implement a base salary Market Equity Pay Adjustment-increase of ~~\$5,000~~3,200, whichever is greater. ~~In addition, all bargaining unit member shall receive a one-time seniority salary adjustment of \$500 per year for each year of service at their current rank of Officer while employed at the UCF Police Department (UCFPD). Bargaining unit members in the rank of Corporal shall receive a one-time seniority salary adjustment of \$750 per year for each year of service at their current rank of Corporal while employed at the UCF Police Department (UCFPD). Bargaining unit members in the rank of Sergeant shall receive a one-time seniority salary adjustment of \$1,000 per year for each year of service at their current rank of Sergeant while employed at the UCF Police Department (UCFPD).~~ These adjustments shall become part of the bargaining unit members base salary and will be effective no later than the pay period beginning ~~January 6~~December 8, 2023, and paid on January 27, 2023. This agreement does not infringe upon any legislative increases which may be authorized by the Florida legislature above the contractual amounts established in this Article.

1.2 The salary adjustments in 1.1 shall be expressed as an hourly rate and added to the hourly base salary of each eligible bargaining unit member.

1.3 In the event that any increase provided for in this subsection would have the effect of increasing a unit member's salary above the maximum pay for the range, the unit member's base salary shall be raised to the extent permitted without exceeding the maximum range. Any additional amount needed to total the applicable salary adjustments contained herein shall be paid to the unit member as a one-time supplement, not to exceed \$5,000, and which shall not become part of the unit member's base salary.

Section 2. Eligibility Criteria for Salary Increases

2.1 Employees are eligible for the increases referenced in this article unless an employee has a current performance appraisal evaluation rating of not meeting performance standards in effect on the date salary increases are implemented.

2.2 Employees are eligible for the increases referenced in this article if they were employed in a regular position on December 1, 2022, and continuously employed until the administration of the increases.

2.3 Employees who have given notice of a resignation or received notice of termination of employment prior to the implementation of such salary increases shall be ineligible.

Section 3. The pay ranges for each of the respective ranks are as follows:

1. Officer: ~~\$50,000—\$70,000~~ \$55,018.80 (\$26.35/hr) - \$75,000.96 (\$35.92/hr)
2. Corporal: ~~\$60,000—\$80,000~~ \$65,020.32 (\$31.14/hr) - \$85,002.48 (\$40.71)

3. Sergeant: ~~\$70,000—\$90,000~~ \$75,000.96 (\$35.92/hr) - \$95,004.00 (\$45.50)

Once an officer is sworn and certified, the Law Enforcement Officer shall receive no less than 95 percent of the minimum salary for a two-month period during the Law Enforcement Officer FTEP. After this two-month initial training period, the Law Enforcement Officer shall receive no less than the minimum salary listed above for the duration of the FTEP.

Section 4. Other Funds.

Eligible employees whose salaries are funded from a contract, grant, auxiliary, or local fund shall receive salary increases equivalent to employees whose salaries are funded from E&G sources, provided that such salary increase funds are available within the contract, grant, auxiliary, or local fund. In the event such salary increases are not permitted by the terms of the contract or grant, or in the event adequate funds are not available, the University shall seek to have the contract or grant modified to permit such increases.

Section 5. Nothing contained herein prevents the University from providing salary increases beyond those increases specified. Prior to such salary increases being administered, the University shall adhere to the required statutory obligations as contained in FS Chapter 447.

Section 6. Investigations Unit. Any bargaining unit member assigned to work in the Investigations Unit will receive a five (5) percent differential added to base pay for the period of assignment to Investigations.

Section 7. Field Training Officer (FTO) Pay.

FTO pay shall be at the rate of sixty (60) dollars per shift.

Section 8. K-9 Handlers will receive an additional forty-five (45) minutes of compensable time per calendar day while assigned to handle a department canine.