

UCF Board of Trustees 2024-2025 Committee Workplan
BUDGET AND FINANCE

Friday, September 27, 2024 (Regularly Scheduled, Board Cycle 1)

ACTION ITEMS					
LABEL	ITEM NAME	PRESENTER	REQUESTED ACTION (Motion)	ADDITIONAL NOTES	PLANNED ATTACHMENTS
BUDC-1	2024-2025 Carryforward Spending Plan	Hector	Recommend approval of the 2024-2025 Carryforward Spending Plan to the Board of Trustees	New BOG requirements for reserve will be implemented.	(a) Board of Governors Submission Requirements Memo, (b) BOG Regulation 9.007, State University Operating Budgets and Requests, (c) BOG Template for Carryforward Spending Plan, (d) Carryforward Roll Forward, (e) Certification of Operating Budget, E&G Carryforward Spending Plan, and Fixed Capital Budget
BUDC-2	2024-2025 University Operating Budget and Spend Authority	Hector	Recommend approval of the 2024-2025 University Operating Budget to the Board of Trustees, thereby recommending the authorization of the President, or his designee, to amend the budget consistent with Legislative, Board of Governors' and Board of Trustees directives and guidelines.	(1) Proposed Amendments to preliminary budget; (2) Proposed amendments to housing budget; (3) Proposed amendments for Faculty recruitment and retention funds	(a) Consolidated Budget by Responsibility Center, (b) Detailed Profit and Loss (P&L) Statement by Colleges and Units
BUDC-3	2024-2025 Fixed Capital Outlay Budget	Hector	Recommend approval of the 2024-2025 Fixed Capital Outlay Budget to the Board of Trustees		(a) 2024-2025 Fixed Capital Outlay Budget, (b) Fixed Capital Outlay Budget Guide

DISCUSSION ITEMS					
LABEL	ITEM NAME	PRESENTER	OBJECTIVE	ADDITIONAL NOTES	PLANNED ATTACHMENTS
DISC-1	Cash Management Update	Hector/Francis	Update on the university's short term cash position		June 30, 2024 Flash Report
DISC-2					
DISC-3					

INFORMATION ITEMS					
LABEL	ITEM NAME	AUTHOR	OBJECTIVE	ADDITIONAL NOTES	PLANNED ATTACHMENTS
INFO-1	2024-2025 Work Plan and Charter Review	Committee Staff	This item is provided to the committee annually for review to provide the Trustees the opportunity to suggest needed amendments.		(a) Budget and Finance Committee 2024-2025 Work Plan, (b) Budget and Finance Committee Charter
INFO-2	University Investment Report - 4th Quarter, Ended June 30, 2024	Francis	This item is provided to inform the committee of the University's investment portfolio.		(a) University Investment Report - 4th Quarter, Ended June 30, 2024
INFO-3	2023-2024 Fixed Capital Outlay Budget Update	Hector/Varnell	This item is provided to inform the committee of the estimated expense to actuals for the 2023-2024 Fixed Capital Outlay Budget. This item also provides an update on project costs and remaining balances.		(a) 2023-2024 Fixed Capital Outlay Budget Update
INFO-4	Stadium Expansion Project Bank Loan Provider and Underwriter Selection Update	Hector/Francis	To update the committee on the process and bank loan and bond underwriting providers selection.		

UCF Board of Trustees 2024-2025 Committee Workplan
BUDGET AND FINANCE

Thursday, December 5, 2024 (Regularly Scheduled, Board Cycle 2)

ACTION ITEMS					
LABEL	ITEM NAME	PRESENTER	REQUESTED ACTION (Motion)	ADDITIONAL NOTES	PLANNED ATTACHMENTS
BUDC-1					
BUDC-2					
BUDC-3					

DISCUSSION ITEMS					
LABEL	ITEM NAME	PRESENTER	OBJECTIVE	ADDITIONAL NOTES	PLANNED ATTACHMENTS
DISC-1	Team Dynamics Implementation	Hector/ Winningham	Presentation on Internal Process improvements		TBD
DISC-2	Draft University Audited Financial Statements Report	White	This report is intended to engage the trustees in a discussion on the university's draft audited financial statements.		
DISC-3					

INFORMATION ITEMS					
LABEL	ITEM NAME	AUTHOR	OBJECTIVE	ADDITIONAL NOTES	PLANNED ATTACHMENTS
INFO-1	University Investment Report-1st Quarter, Ended September 30, 2024	Francis	This item is provided to inform the committee of the University's investment portfolio.		(a) University Investment Report - 1st Quarter, Ended September 30, 2024
INFO-2	University and DSO Debt Report	Francis	This report is intended to inform the committee of the debt of the university and direct support organizations.		(a) University and Direct Support Organization Debt Summary, (b) University Global Amortization Schedule, (c) DSO Global Amortization Schedule
INFO-3					

UCF Board of Trustees 2024-2025 Committee Workplan
BUDGET AND FINANCE

Wednesday, April 16, 2025 (Regularly Scheduled, Board Cycle 3)

ACTION ITEMS					
LABEL	ITEM NAME	PRESENTER	REQUESTED ACTION (Motion)	ADDITIONAL NOTES	PLANNED ATTACHMENTS
BUDC-1					
BUDC-2					
BUDC-3					

DISCUSSION ITEMS					
LABEL	ITEM NAME	PRESENTER	OBJECTIVE	ADDITIONAL NOTES	PLANNED ATTACHMENTS
DISC-1					(a) Draft University Audited Financial Report
DISC-2					
DISC-3					

INFORMATION ITEMS					
LABEL	ITEM NAME	AUTHOR	OBJECTIVE	ADDITIONAL NOTES	PLANNED ATTACHMENTS
INFO-1	University Investment Report-2nd Quarter, Ended December 31, 2024	Francis	This item is provided to inform the committee of the University's investment portfolio.		(a) University Investment Report - 2nd Quarter, Ended December 31, 2024
INFO-2	2023-2024 Fixed Capital Outlay Budget Update as of December 31, 2024	Hector	This item is provided to inform the committee of the estimated expense to actuals for the 2024-2025 Fixed Capital Outlay Budget. This item also provides an update on project costs and remaining balances.		(a) 2024-2025 Fixed Capital Outlay Budget Update
INFO-3	Final University Audited Financial Statements Report	White	This item is provided to inform the committee of any material changes to the university's audited financial statements.		

UCF Board of Trustees 2024-2025 Committee Workplan
BUDGET AND FINANCE

Thursday, June 19, 2025 (Regularly Scheduled, Board Cycle 4)

ACTION ITEMS					
LABEL	ITEM NAME	PRESENTER	REQUESTED ACTION (Motion)	ADDITIONAL NOTES	PLANNED ATTACHMENTS
BUDC-1	Preliminary 2025-2026 University Operating Budget and Spending Authority	Hector	Recommend approval of the 2025-2026 spending authority and preliminary budget to the Board of Trustees.	It should be noted that declining to approve the spending authority and preliminary budget will impact the university's ability to submit a BOT approved budget to the BOG by the deadline set by the Chancellor.	Applicable regulations?
BUDC-2	2025-2026 Direct Support Organization/Related Entity Operating Budgets	Tant	Recommend approval of the 2025-2026 Direct Support Organization/Related Entity operating budgets to the Board of Trustees.		(a) UCF Academic Health, (b) UCF Athletics Association, (c) UCF Convocation Corporation, (d) UCF Finance Corporation, (e) UCF Foundation, (f) UCF Research Foundation, (g) UCF Stadium Corporation, (i) Central Florida Clinical Practice Organization
BUDC-3	Renewal of Reducing Revolving Line of Credit - Fifth Third Bank	Donovan	Recommend approval of the loan renewal documents to the Board of Trustees.		(a) Modification of Renewal Reducing Revolving Line of Credit Promissory Note and Other Loan Documents
BUDC-4	UCF Stadium Corporation Release of Unrestricted Surplus	Donovan	Recommend approval of the release of the UCF Stadium Corporation's unrestricted surplus for the fiscal year ending June 30, 2026, to UCF Athletics Association.		(a) UCF Stadium Corporation 2025-2026 Budget

DISCUSSION ITEMS					
LABEL	ITEM NAME	PRESENTER	OBJECTIVE	ADDITIONAL NOTES	PLANNED ATTACHMENTS
DISC-1					
DISC-2					
DISC-3					

INFORMATION ITEMS					
LABEL	ITEM NAME	AUTHOR	OBJECTIVE	ADDITIONAL NOTES	PLANNED ATTACHMENTS
INFO-1	University Investment Report-3rd Quarter, Ended March 31, 2025	Francis	This item is provided to inform the committee of the University's investment portfolio.		(a) University Investment Report - 3rd Quarter, Ended March 31, 2025
INFO-2					(a) Final University Audited Financial Statements Report
INFO-3					