



UNIVERSITY OF CENTRAL FLORIDA

**Board of Trustees  
Governance Committee Meeting  
June 25, 2024  
UCF Student Union, Pegasus Ballroom**

**MINUTES**

**CALL TO ORDER**

Trustee Michael Okaty, Chair of the Governance Committee, called the meeting to order at 9:00 a.m. Committee members Bill Christy, Caryl McAlpin, Stephen King, and John Miklos were in attendance. The following board members were also in attendance: Chair Alex Martins (ex officio), Tiffany Altizer, Joe Conte, and Bryce Lister.

**MINUTES**

Trustee Christy made a motion to approve the minutes from the February 22, 2024, and May 17, 2024, Governance Committee meetings and Trustee McAlpin seconded. The committee unanimously approved the minutes as submitted.

**ACTION**

At Chair Okaty's request, Youndy Cook, Vice President and General Counsel, confirmed there were no disclosures of a conflict of interest from the Trustees.

**Approval of Assessment of Leadership Competencies. (GOVC-1)**

Youndy Cook, Vice President and General Counsel, presented the proposed Assessment of Leadership Competencies. This item was provided at the February 22, 2024, Governance Committee meeting as an information item and no feedback was received.

Trustee McAlpin moved to recommend approval of GOVC-1 and Trustee Christy seconded. The motion was approved unanimously.

**Amendments to University of Central Florida Bonus Plan (GOVC-2)**

Cook presented the proposed amendments to the University of Central Florida Bonus Plan for approval. Section 1012.978, Florida Statutes, and Board of Governors Regulation 9.015 govern bonus plans and permit each university board of trustees to establish and implement one or more bonus plans that authorize the award of bonuses based on the employee work performance or for purposes of recruitment and retention and has established criteria for such plans. The university's existing bonus plan was adopted in 2022. The proposed amendment provided that the university will communicate results of the bonus plan for the prior year to the trustees during the Fall Semester each year.

Trustee McAlpin moved to recommend approval of GOVC-2 and Trustee Christy seconded. The motion was approved unanimously.

Amendments to University Regulation UCF-2.009 Admission of International Students (GOVC-3)

Cook presented the proposed amendments to University Regulation UCF-2.009 Admission of International Students. The proposed amendments change how certain international students will establish English language proficiency. This is a select regulation, and amendments to select regulations must also be sent to the Board of Governors for their approval before becoming effective. No public comments were received.

Trustee McAlpin moved to recommend approval of GOVC-3 and Trustee Miklos seconded. The motion was approved unanimously.

Amendments to University Regulation UCF-2.023 Academic Calendar (GOVC-4)

Cook also presented the proposed amendments to repeal of University Regulation UCF-2.023 Academic Calendar. This regulation was amended to provide that the university will have three academic semesters – fall, spring, summer – and that each semester may consist of multiple sessions of differing lengths. No public comments were received.

Trustee McAlpin moved to recommend approval of GOVC-4 and Trustee Miklos seconded. The motion was approved unanimously.

Amendments to University Regulation UCF-3.0122 Resignation and Nonrenewal of Non-unit Faculty and A&P Staff Members (GOVC-5)

Cook presented the proposed amendments to University Regulation UCF-3.0122 Resignation and Nonrenewal of Non-unit Faculty and A&P Staff Members. The proposed amendments update how much notice employees are expected to provide when resigning, including clarifying the expectation that employees with patient care responsibilities will provide more notice of resignation to allow for uninterrupted healthcare for patients. Several comments were received on these proposed changes and, in response, Cook asked the committee to approve the proposed amendments as presented with the following updates: move the last sentence of paragraph (5) to the end of paragraph (4), and to insert the word “normally” to the proposed sentence in (1)(d) so it reads “Use of accrued leave during the resignation notice period should not normally exceed one week, and the employee is expected to report to work on the employee’s last day of the resignation notice period.”

Trustee King moved to recommend the approval of GOVC-5 as presented with the stated modifications and Trustee Miklos seconded. The motion was approved unanimously.

Amendments to University Regulation UCF-4.033 Delinquent Accounts Receivable (GOVC-6)

Cook presented the proposed amendments to University Regulation UCF-4.033 Delinquent Accounts Receivable. The regulation amendments change transcript withholding for students with unpaid balances and will comply with recently revised federal Department of Education regulations that take effect on July 1, 2024. No public comments were received.

Trustee McAlpin to recommend approval of GOVC-6 with the amendment to update the title of VP Research. Trustee Miklos seconded. The motion was approved unanimously.

Amendments to Chapter 4 University Regulations (GOVC-7)

Cook presented the proposed amendments to Chapter 4 University Regulations (GOVC-7). Regulation UCF-4.029 Use of University Facilities; Definitions; Priority of Use; Restrictions on Use was amended to consolidate the content of UCF-4.0293 Use of University Grounds by the Campus Community; Campus Demonstrations and Outdoor Events and UCF-4.0294 Use of University Facilities; General Requirements

into this regulation concerning use of university facilities and grounds. Additional amendments were also included in UCF-4.029. Cook also presented the proposed amendments to UCF-4.0292 Potentially Hazardous Events. No public comments were received. Upon approval of the proposed amendments to UCF-4.029 and UCF-4.0292, Regulations UCF-4.0293 and UCF-4.0294 stand repealed.

Trustee McAlpin moved to recommend approval of GOVC-7, including amendments to Regulations UCF-4.029 and UCF-4.0292 as well as the repeal of University Regulations UCF-4.0293 and UCF-4.0294, and Trustee Miklos seconded. The motion was approved unanimously.

#### Amendments to Chapter 5 University Regulations (GOVC-8)

Sara Potter, Associate General Counsel, presented the proposed amendments to Chapter 5 University Regulations. Most of the amendments align language with Board of Governors Regulation 6.0105 terminology. UCF-5.008 was amended to include new language to align with Florida Statutes s. 558.865 and Board of Governors Regulation 14.010. One public comment was received for UCF-5.016 and in response Potter asked the committee to add language to the beginning of (4)(b)1 regarding a time frame for the student to initiate a formal appeal. The sentence added will read "The student has 10 business days after receiving the written decision regarding the denied program change or auto-graduation to initiate a formal appeal."

Trustee King moved to recommend approval of GOVC-8, with the proposed language addition in UCF-5.016, and Trustee Christy seconded. The motion was approved unanimously.

#### Amendments to Chapter 6 University Regulations (GOVC-9)

Cook presented the proposed amendments to UCF-6.007 Traffic/Parking Regulation and Enforcement and UCF-6.008 Vehicle Registration Fees; Parking Violation Fines (GOVC-9). Cook advised that UCF-6.008 is a select regulation, and amendments to select regulations must also be sent to the Board of Governors for their approval before becoming effective. No public comments were received.

Trustee McAlpin moved to recommend approval of GOVC-9 and Trustee King seconded. The motion was approved unanimously.

#### Central Florida Clinical Practice Organization, Inc. Bylaw Amendments (GOVC-10)

Cook presented the proposed amendments to the bylaws of the Central Florida Clinical Practice Organization, Inc. (GOVC-10). The amendment relates to the submission of the IRS Form 990 for the Organization. The proposed amendments were approved by the CFCPO Board at their May 22, 2024, meeting.

Trustee Christy moved to recommend approval of GOVC-10 and Trustee McAlpin seconded. The motion was approved unanimously.

#### UCF Foundation, Inc. Bylaw Amendments (GOVC-11)

Richard Welsh, Senior Associate General Counsel, and Janelle Hom, Director of Foundation Board Relations, presented the proposed amendments to the bylaws of the UCF Foundation, Inc. The proposed amendments were approved by the UCF Foundation Board at their May 31, 2024, meeting.

Trustee McAlpin moved to recommend approval of GOVC-11, and Trustee Miklos seconded. The motion was approved unanimously.

Appointment of Direct Support Organization Directors (GOVC-12)

Lauren Ferguson, Assistant Vice President of Board Relations, presented the proposed list of direct support organization appointments/elections for Fiscal Year 2025 (GOVC-12).

Trustee Christy moved to recommend approval of GOVC-12, and Trustee King seconded. The motion was approved unanimously.

Honorary Degree Consideration (GOVC-13)

Mike Kilbride, Executive Chief of Staff, presented for consideration two candidates for honorary degree consideration (GOVC-13). Candidates Kenneth Robinson, President and CEO of Dr. Phillips Charities, and Harris Rosen, President and COO of Rosen Hotels & Resorts, were unanimously approved by the Commencements, Convocations and Recognitions Committee for doctorates of public service. President Cartwright presented the candidates for approval by the Board of Trustees. Chair Martins and President Cartwright provided supportive comments for both candidates.

Trustee McAlpin moved to recommend approval of GOVC-13 and Trustee Christy seconded. The motion was approved unanimously.

**ADJOURNMENT**

The meeting adjourned at 9:53 a.m.

Reviewed by:

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Michael Okaty  
Chair, Governance Committee

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Date

Respectfully submitted:

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Michael A. Kilbride  
Associate Corporate Secretary

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Date