



UNIVERSITY OF CENTRAL FLORIDA

## Foundation, Inc.

### UCF Foundation Board of Directors Donor Engagement and Stewardship Committee

May 30, 2024, at 12:45 PM EDT to 2:15 PM EDT  
Hybrid Meeting

#### Live Meeting Details:

Legacy Pointe at UCF  
2110 Hestia Loop, Oviedo, FL 32765

Meeting Details: <https://ucf.zoom.us/j/95813184031>

Meeting ID: 958 1318 4031

Dial In: 305-224-1968

## Agenda

### I. Agenda

#### II. Welcome and Call to Order 12:45 PM

Presenter: Roslyn Burttram P'20 H'23, Chair, UCF Foundation Donor Engagement and Stewardship Committee

#### III. Roll Call and Quorum Confirmation 12:46 PM

Presenter: Janelle Hom '10MA, Director, Foundation Board Relations and Advancement,  
UCF Advancement and Partnerships

#### IV. Conflict of Interest Disclosure 12:47 PM

Presenter: Chair Burttram

#### V. Approval of Meeting Minutes 12:48 PM

Presenter: Chair Burttram

##### A. Minutes from the February 15, 2024, Donor Engagement and Stewardship Committee Meeting

##### B. Minutes from the April 16, 2024, Scholarship Reviewer Training Meeting

##### C. Minutes from the May 9, 2024, Charter Expansion Ad Hoc Workgroup Meeting

### VI. Reports

#### A. DISC-1: Progress of Key Summary Data: Fiscal Year 2023-2024 Donor Experience Annual Plan 12:49 PM

Presenter: Claire Burns, Assistant Vice President, Donor Experience, UCF Advancement and Partnerships

#### B. DISC-2: Individual Engagement Plans Update 12:55 PM

Presenter: Claire Burns, Assistant Vice President, Donor Experience, UCF Advancement and Partnerships

#### C. DISC-3: Feasibility Study Update 1:00 PM

Presenters: Rachel Schaefer '18MNM, Associate Vice President and Chief of Staff,  
UCF Advancement and Partnerships

## **VII. Discussion**

### **A. DISC-4: Culture of Philanthropy Survey Results**

**1:05 PM**

Presenter: Janelle Hom '10MA, Director, Foundation Board Relations and Advancement,  
UCF Advancement and Partnerships

## **VIII. Action**

### **A. DES-1: Committee Charter Revision**

**1:35 PM**

Presenters: Marc McMurrin '01, Chair, Charter Review Ad Hoc Workgroup  
Chair Burttram

## **IX. Information**

**2:10 PM**

### **A. INFO-1: Donor Recognition Programs Overview**

Presenter: Claire Burns, Assistant Vice President, Donor Experience, UCF Advancement and Partnerships

### **B. INFO-2: Scholarship Guidelines Update and Timeline**

Presenter: Claire Burns, Assistant Vice President, Donor Experience, UCF Advancement and Partnerships  
Richard Welsh, Senior Associate General Counsel, University of Central Florida  
Rod Grabowski, Senior Vice President, UCF Advancement and Partnerships, and Chief Executive Officer,  
UCF Foundation, Inc.

### **C. INFO-3: Donor Recognition Societies Composition Review**

Presenter: Claire Burns, Assistant Vice President, Donor Experience, UCF Advancement and Partnerships

## **X. New Business**

**2:13 PM**

Presenters: Chair Burttram

## **XI. Closing Remarks and Announcements**

**2:14 PM**

Presenters: Chair Burttram

## **XII. Adjournment**

**2:15 PM**

Presenters: Chair Burttram