# MINUTES

**Members Present**

Doug Burnett (via telephone), Tom Bryan (via telephone) , Annie Egan (via telephone), Jenna DuPilka, David Fenner, Wilfredo Gonzalez, Adam Hollingsworth, Kevin Hyde, Stephen Joost, Paul McElroy (via telephone), and Sharon Wamble-King

Members Excused

Oscar Munoz and Hans Tanzler

## Item 1 Call to Order

Chair Hyde called the meeting to order and did a roll call for those trustees calling in at 2:30 p.m.

## Item 2 Public Comments

Chair Hyde offered the opportunity for public comments. There were no public comments.

## Item 3 Internal Audit Work Plan FY2019-FY2020

Julia Hann, Director of Internal Auditing, presented the Internal Audit Work Plan for FY2019- FY2020. Ms. Hann referred to the document previously circulated to the Board and asked members to turn to page four which contains the executive summary. She gave a brief explanation on how the topics are selected; by risk survey to identify areas of concern to the Board and senior management; by speaking with other university auditors across the state to identify hot topics. The plan is flexible to allow for other audits if needed. There was a short discussion about the 2018-2019 Performance-Based Data Integrity Audit and Certification.

Ms. Hann stated that the results are planned to be ready for the January 2019 BOT meeting. The last three topics on the list are IT items. The office also undertakes non-audit work, consulting items and hotline reports. Trustee Hollingsworth asked if any requests came up as a result of the survey.

## Item 3 Internal Audit Work Plan FY2019-FY2020 (continued)

Ms. Hahn confirmed that cybersecurity was of high concern, but IT security forms part of every audit and it is not audited as a standalone

topic.

Trustee Gonzalez made a MOTION to approve the Internal Audit Work Plan FY2019-FY2020. Trustee McElroy SECONDED the motion, and the motion was approved unanimously.

## Item 4 Resolution on Presidential Authority

Vice President Karen Stone reminded the Board that in October of 2017, the Board approved a Resolution on Presidential Authority that described the Board’s delegation of authority to then President Delaney. The Board’s approval of the updated delegation of authority was based on the recommendation of the Governance Committee, which had spent significant time over the course of several meetings reviewing best practices and principles associated with delegations of authority, as well as applicable regulations, policies and laws. She explained that with Dr. Szymanski’s assumption of duties as President, a revised draft Resolution on Presidential Authority was being brought to the Board for consideration. She noted that consistent with best practices previously discussed by the Governance Committee, the delegation of authority before the Board contemplated a delegation to the position of University President, without identifying the President by name. In all other respects, the proposed revised Resolution on Presidential Authority is identical to the current Resolution on Presidential Authority.

Trustee McElroy noted that overall, the delegation is quite good, but shared a few specific comments for the Governance Committee’s consideration in the fall. He noted that the delegation included a mixture of items that would normally be thought of as job responsibilities and those that are quite precise and specific. He further noted that the language of (2) (h) [approval of the establishment of an educational research center for child development] and 4 (h) [establishment of policies and procedures for the performance of annual internal audits] warranted further review as to the clarity of their wording.

Trustee Wamble-King made a MOTION to approve the Resolution on Presidential Authority. Trustee Hollingsworth SECONDED the motion, and the motion was approved unanimously.

## Item 5 Establish an Investment Account with Florida Cooperative Liquid Assets Securities System

Vice President Shuman requested the Board open a new investment account with Florida Cooperative Liquid Assets Securities System (FLCLASS) to enhance liquidity and

earnings. UNF currently utilizes SPIA, Special Purpose Investment Account with the State, for our short-term cash requirements; however, liquidity has become restrictive due to SPIA’s “Floor” constraint. Currently, the fund is earning approximately 31 basis points above SPIA. FLCLASS is an authorized investment under Florida Statute. A comparison to other similar pools was provided. Although FL Prime is a few basis points higher than FLCLASS, the University in the past has had historical losses in this fund. The Treasurer performed due diligence on the Fund including calling other members of the Fund.

Trustee Hollingsworth made a MOTION to approve the new account. Trustee Joost SECONDED the motion, and the motion was approved unanimously.

## Item 6 Entrepreneurship Center Downtown Jacksonville

Vice President Shuman gave an update on the lease for the downtown classrooms and entrepreneurial center. The lease has a build-out allowance of $80 per square feet. The estimated cost for renovations is $135 per square feet. The lease calls for $0 per square feet of rent for the first three years and $20 per square feet for years four and five. In order to amortize the tenant leasehold improvements, the rent is now estimated at $7 per square feet for the first three years and $22 per square feet for years four and five. The landlord investment is close to $2 million between rent abatement of $800,000, tenant improvement allowance of $1 million and 40 parking spaces of $240,000. Trustees asked about signage on the building. Ms. Shuman stated that UNF will have signage, but UNF does not have naming rights for the entire building. Trustee Bryan recommended that we review the signage eights and try to negotiate more. Trustee Hollingsworth requested that the President take a fresh look at the proposal to ensure that this is the right move for the University and asked if the President had received any general feedback from the community. The President confirmed the majority of feedback he has heard is that it is a good move for the University and the City. This will serve as a beta test for future UNF involvement downtown.

Chair Hyde asked the Board for any questions before adjourning the meeting. There was a general discussion about the Board of Governors (BOG) meeting and the metrics which put UNF in the last place. The president confirmed he has to report back to the BOG in six months with proposals to improve our metrics going forward. He stated that the

## Item 6 Entrepreneurship Center Downtown Jacksonville (continued)

University is looking at improving partnerships with feeder colleges and focusing on mental health and student well- being, particularly on prevention and intervention. He will be talking to potential healthcare groups in the area. UNF’s goal is to improve our retention rates and attract more students.

Trustee Hollingsworth asked President Szymanski to elaborate on his conversation with the BOG regarding UNF’s six-month follow-up plan for improving on metrics. President Szymanski commented that he let the BOG know that the work is in progress to improve performance. It’s time to embrace the metrics and figure out what we can do to make progress.

Trustee Hollingsworth then asked if President Szymanski saw any institutional barriers in his first few weeks. President Szymanski reported not so far; everyone seems committed to focus on the future and have a common vision to improve the University. Secondly, Trustee Hollingsworth asked President Szymanski if anyone is standing in the way of changing the course of action of the University. President Szymanski said no, it’s about excellence and respect. Trustee Hollingsworth commented that he is extremely confident that President Szymanski will make a difference. President Szymanski said it’s a path we will follow and improve.

Chairman Hyde commented that the memorial service for David Hicks would be on Saturday, September 15th. He acknowledged the significant contributions of David and Ann Hicks to the University.

## Item 7 Adjournment

Chair Hyde adjourned the meeting at 3:17 p.m.