# MINUTES

## Members Present:

Stephen Joost (Chair), John Aloszka, Tom Bryan, Kevin Hyde, Paul McElroy, Nik Patel

## Members Absent (Excused):

Douglas Burnett

## Item 1 - Call to Order

Chair Stephen Joost recognized a quorum and called the meeting to order at 2:14 pm.

## Item 2 - Public Comments

Chair Joost offered the opportunity for public comment on items on the Finance and Facilities Committee agenda. There were no public comments.

## Item 3 - Consent Agenda

Trustee Bryan made a MOTION to approve the draft minutes for the October 17, 2019 Finance and Facilities Committee Meeting. Trustee Gonzalez SECONDED the motion. The committee APPROVED the motion.

## Item 4 - 6.0201R Service Assistance and Other Animals on Campus (amend)

The amended regulation conforms the existing language to ensure consistency with the ADA requirements relative to animals on a University campus with federal law. The types of service animals allowed are also defined.

Trustee McElroy made a MOTION to approve the regulation as amended. Trustee Gonzalez SECONDED the motion and the motion was APPROVED.

## Item 5 - 13.0010R Procurement Program Regulation (amend)

The amended regulation updates terminology so that the regulation is current with common terms. Construction Owner Direct Purchases ("ODP") are now referenced in the amended regulation. The amended regulation also incorporates language from current procurement regulations 13.0020R and 13.0030R, which are being repealed. In addition, the regulation language has been clarified or simplified throughout as needed and is now consistent with the Board of Governors regulation.

Trustee McElroy made a MOTION to approve the amended regulation as revised. Trustee Gonzalez SECONDED the motion. The committee APPROVED the motion.

## Item 6 - 13.0020 Notice and Protest Procedures for Protests Related to University Contract Procurement Process (repeal)

The repeal is being undertaken to omit a separate regulation for protests. The language regarding procurement protests will be incorporated into UNF regulation 13.0010R as amended.

Trustee McElroy made a MOTION to repeal the regulation. Trustee Aloszka SECONDED the motion. The committee APPROVED the repeal of UNF regulation 13.0020 Notice and Protest Procedures for Protests Related to University Contract Procurement Process.

## Item 7 - 13.0030 Procurement Program - Bonding Requirements (repeal)

The repeal is being undertaken to omit a separate regulation for bond requirements. The language regarding bonding requirements will be incorporated into UNF regulation 13.0010R as amended.

Trustee Gonzalez made a MOTION to repeal the regulation. Trustee Aloszka SECONDED the motion to repeal the regulation. The committee APPROVED the repeal of UNF regulation 13.0030 Procurement Program - Bonding Requirements.

## Item 8 - Revised Annual Capital Outlay Plan for Fiscal Year 2019-2020

Vice President Shuman presented a revised Annual Capital Outlay Plan for fiscal year 2019 - 2020. Florida law requires each state university Board of Trustees to adopt a capital outlay budget each year. This plan designates the proposed capital outlay expenditures, by project, from all fund sources. There are additional projects that have been identified that require modification to the capital outlay budget. She noted that five new projects have been added to the list –

* CDRC HVAC replacement funded with Preschool funds
* Eco Adventure enhancements funded with auxiliary funding
* Athletics Office and Hospitality Suite remodel to be funded with donations and Athletics
* Building 50 Science and Engineering Liquid Nitrogen Storage Tank funded with carry forward funds
* Women’s Softball Batting Cage to be funded with donations and Athletics
* Beach Volleyball was modified to add auxiliary funds as one of the funding sources as it is a joint use facility for Athletics and Student Recreation.

## Item 8 - Revised Annual Capital Outlay Plan for Fiscal Year 2019-2020 (continued)

Trustee Bryan made a MOTION to approve the revised Capital Outlay Plan for fiscal year 2019-2020. Trustee McElroy SECONDED the motion. The motion was APPROVED by the committee.

## Item 9 - Capital Projects Quarterly Report and Change Orders

This report serves to provide Trustees with progress on current construction projects, including funding sources and any current issues, including change orders. The Board has authorized the President or his designee to approve change orders, in the name of the Board, for pre-established amounts. Approvals are for the purpose of expediting the work in progress and are to be reported to the Board and entered into its official minutes. Vice President Shuman updated the Trustees on current construction projects, highlighting the following projects –

* Transportation Improvements – The new roads are paved and scheduled to open in February.
* Competition Pool – A diagram was shared showing the placement of the new pool which will be located behind the Student Wellness Center.
* Campus Master Plan – A third workshop and public hearing will be held in February. The consultant will present to the Board at the March meeting.

## Item 10 - Quarterly Budget Report

Vice President Shuman presented the quarterly budget report, noting that spending is within limits and that lottery funds are received by the end of the fiscal year. The auxiliary report shows that all departments are doing better than anticipated at this time. The projected year end Housing fund balance looks lower due to the contributions they made toward the road project and capital improvement projects in progress.

## Item 11 - Treasurer's Report

Vice President Shuman presented the Treasurer’s Report which shows the university has more invested than cash balance. Money managers have exceeded the benchmarks.

## Item 12 - Debt Financing Update

Vice President Shuman provided a few updates regarding debt financing including -

* The Student Wellness bonds originated in 2010 and the university is currently working with the Division of Bond Finance to potentially refinance them.
* A Housing Demand Study is being conducted to determine if a new 500-bed facility for Honors is feasible at this time.

## Item 13 - Non-Academic Program Reviews

Vice President Shuman presented a new initiative of performing non-academic program reviews of 17 university programs. The vice presidents collectively chose the programs to be reviewed. Achievements, challenges, goals, outcomes and program resources will be evaluated during the budget process this year.

## Item 14 - Potential Sale of RDA Land to JEA

Vice President Shuman updated the Committee on continuing discussions between the JEA and the RDA (Duval County Research and Development Authority) on the potential sale of land for a water purification facility. The project is currently on hold pending further discussions at JEA.

## Item 15 - Campus Security Update

Vice President Shuman provided a comprehensive overview of campus security over the past ten years. She noted that the Crisis Management Team is constantly monitoring, evaluating and executing additional ways to strengthen campus security. Highlights included –

* Installation of a centralized campus building lockdown system.
* An engineering consultant has been hired to identify placement of enhanced lighting on crosswalks.
* Magnetometers are now in use at the Arena and Stadium at entrances/exits during events.
* Barriers are in the process of being installed at the Arena.
* A UNF Safe Ospreys app was created to communicate messages and alerts to the campus community which includes a Mobile BlueLight, Friend Walk and the ability to report a tip as well as a safety toolbox for users.
* Migrated to AppArmor for effective and efficient crisis communications.
* Emergency preparation and training exercises are routinely scheduled including tabletop exercises for various situations, Active Shooter training and simulated Active Shooter drills. To date, most of the staff and over 400 faculty members have gone through the simulation training.

## Item 16 - Adjournment

Chair Joost adjourned the meeting at 2:47 pm.