## Members Present:

Tom Bryan (Chair), Jason Barrett, John Gol, Christopher Lazzara, Paul McElroy, Nik Patel, Nathaniel Rodefer, Kevin Hyde (ex officio)

## **Guests:**

Amanda Kulp, Ruth Lopez, Christine Malek-Richard

## **Item 1 Call to Order**

Chair Bryan recognized a quorum and called the meeting to order at 9:21 a.m.

## **Item 2 Public Comment**

Chair Bryan offered those in attendance the opportunity for public comment. There were no requests for public comment.

## Item 3 Consent Agenda

Chair Bryan asked for a motion to approve the items on the consent agenda as presented. There was one item: the April 18, 2022, Finance and Facilities Committee Meeting Minutes.

BOT Chair Hyde made a MOTION to APPROVE the consent agenda. Trustee McElroy SECONDED the motion, and the Committee APPROVED the consent agenda as presented.

## **Item 4 Emergency Regulation – 11.010R Schedule of Tuition and Fees**

Vice President Bennett stated that UNF is required by the Board of Governors (BOG) to bring the Schedule of Tuition and Fees regulation to the Finance and Facilities Committee and full Board each year for approval. Vice President Bennett said there are no changes or increases to tuition and fees this year and specified there is only one change in this year’s document. Each year, the state provides an amount to be assessed for a student enrolled in the same course more than twice. This year’s fee will be $189.74 per credit hour as set by the state.   
  
BOT Chair Hyde made a MOTION to APPROVE the emergency regulation. Trustee Patel SECONDED the motion, and the committee APPROVED the emergency regulation as presented.

## Item 5 Five-Year Capital Improvement Plan (CIP) for FY2022-23 through 2026-27

Vice President Bennett introduced Associate Vice President Hale who oversees the Capital Improvement Plan (CIP) requests, and stated it is submitted each year for BOT approval prior to submission to the BOG. There are four PECO-eligible projects listed in priority order for FY23-24; Coggin College of Business Phase II remodel ($26.3M), Brooks College of Health remodel ($7.4M), Mathews Computer Science Building remodel ($26.7M), and the PECO portion of the Hicks Honors College request for part of the 500-bed housing facility for Honors Housing ($11.8M). A summary of each project is included in the agenda materials with the project narrative, project component costs and projections, and the associated project funding and total cost.   
  
The Capital Improvement Trust Fund (CITF) projects are student fee funded. Vice President Bennett stated that past years included the pool and track and field renovations. This year’s priority item is a Student Study and Support Center ($35M) for additional study space to support students on campus. The Student Recreation Facilities ($5.8M) request will provide recreational areas on the Northwest side of campus. Following approval, a final breakdown of the actual project costs will be provided.  
  
Vice President Bennett shared two Fixed Capital Outlay projects requiring Board approval for construction, acquisition, and financing by a DSO; the 500 Bed Honors Student Housing Project to be funded by a bond issuance or P3 authorization, and the Athletics Performance Center for new athletics weight training facilities. Athletics Director Nick Morrow will be fundraising to fully support the cost of the project; however, approval is required to put a building on state land.

Trustee McElroy asked about the linkage between the 500-bed student housing on the PECO list and the DSO list. Vice President Bennett stated the ultimate desire is to have a living and learning component in housing facilities. The 500-bed facility would be covered by the DSO / Foundation, where the academic piece for study space would be provided by PECO funding on the academic side.   
  
Trustee Lazzara made a MOTION to APPROVE the Five-Year CIP, Trustee McElroy SECONDED the MOTION, and the committee APPROVED the Five-Year CIP as presented.

## **Item 6 Review of Student Life and Service Fee**

Vice President Bennett presented the Student Life and Service (SLS) Fee and stated Associate Vice President Christine Malek-Richard and Associate Vice President Ruth Lopez were in attendance to answer any questions.   
  
The SLS Fee was initiated ten years ago by Student Government and Student Affairs to help with increasing student life on campus. Part of the agreement with the BOG when establishing this fee was that it would be approved through the BOT and brought to the BOG for review and approval every five years with an update on how the initiatives are going.   
  
Vice President Bennett shared that the original philosophy behind the fee was to fund things not necessarily academic in nature or for academic items. The fee provides support for student extra-curricular and/or co-curricular activities. This includes funding positions, departmental events that are open to all students, and TLO and study abroad opportunities. In addition, 20% of the fee goes toward financial aid. The allocation process is included in materials and reflects how the estimated revenues for the fee are based on credit hours, then designated towards each category and salaries.   
  
Research shows the impact of students involved in campus life leads to increased retention and graduation rates. Students who attend at least one campus life event are shown to have a higher GPA and have a higher chance of retaining to sophomore year and graduating in four years. During the period FY16-17 through FY20-21, UNF’s FTIC graduation rate increased by 39%, the FTIC six-year graduation rate for full- and part-time students increased by 9%, and the transfer student 2-year graduation rate increased 12%. Some examples of engagement opportunities include SAILS scholarships, Osprey Life & Production, Taylor Leadership Institute, Office of Diversity & Inclusion (ODI), Student Life, Women’s Center, LGBTQ Center, and the Military and Veterans Resource Center (MVRC).   
  
Vice President Bennett stated that during COVID the campus activities were curtailed dramatically, and the fee was cut in half for the summer term as well as additional funding was set aside to put in financial aid. A lot of activities transitioned to online to try and keep students engaged during that time.   
  
Vice President Bennett introduced Associate Vice President Christine Malek-Richard who thanked the Board for the opportunity to make an impact on campus and student life. She introduced Assistant Vice President Amanda Kulp and Associate Vice President Ruth Lopez who assisted in preparation of the report being presented. She stated the fee is impactful in creating a sense of engagement on campus as they try to build signature events and traditions for something students can look forward to each year. There are different types of events to widen the reach for students UNF serves, as well as the bigger scope events for Week of Welcome, International Dinner Dance, concerts, and many others.

Trustee Bryan stated that to Trustee McElroy’s point in the previous Academic and Student Affairs Committee meeting, building on the partnerships with Duval County Public Schools (DCPS) and providing opportunities for teaching is important. Considering 2.4% of our students are military, and the two largest employers in Jacksonville are Duval County Public Schools (DCPS) and the military, anything we can do to increase connectivity with those external areas would be beneficial. Associate Vice President Malek-Richard responded that they are working on plans for MVRC which is funded by the SLS fee, and the College of Education and Human Services to increase partnerships in those external areas.  
  
Trustee Rodefer stated that Matt Hartley, Associate Director of the Interfaith Center, has hosted many events with local Jacksonville schools and student leaders to create connectional bonds and that his specialty is developing community connections. Trustee Rodefer asked who to contact regarding questions for SLS fees. Associate Vice President Malek-Richard said anyone on her team can be contacted to answer any questions.   
  
Trustee McElroy asked if there were an unlimited budget, what one or two things would the SLS funds be used to engage in. Associate Vice President Malek-Richard stated the infrastructure on UNF’s end. Fifteen positions are historically what SLS has funded. As programs become more successful, bringing in larger headliners, and having “boots on the ground” for UNF students would be ideal. Many of the departments currently utilize student assistants, which is the best marketing and way of communicating with the students, but funding for additional personnel needs would be useful.   
  
Associate Vice President Ruth Lopez said expanding on the freshman experience and beefing up more out-of-class experiences to connect to the university community, faculty and staff, and the outside community would be valuable. The freshman onboarding experience, Osprey First in Flight School has been held for four years, and every year it gets bigger. This program strengthens the freshman experience, not just on campus but in the community as well. She announced the next Flight School will be held August 20th if any trustees would like to join the event.

Trustee McElroy made a MOTION to APPROVE the SLS Fees. BOT Chair Hyde SECONDED the MOTION, and the committee APPROVED the SLS Fees as presented.  
  
Trustee Bryan thanked Associate Vice President Malek-Richard and her team and reiterated the most important thing UNF does is keeping students engaged and retaining them. This also stays in line with the metrics and we are building on that.

## Item 7 Budget Review for Direct Support Organizations

Vice President Bennett presented the Direct Support Organization (DSO) budgets and gave a brief overview. Each DSO has a respective Board and the budgets have been vetted through each of those. He noted that a BOT member also serves on each DSO Board.   
  
The Foundation has no changes budgetarily and the budget is stable. There are some non-recurring expenses in the current year that will not be in the FY23 budget. The budget is flat and does include the across-the-board increases.   
  
The TSI budget is primarily the Institute of Police Technology and Management (IPTM) and they have done remarkably well the last few years. The report is budgeted for a $1.5M surplus and they should come in at $1.6M by month end and FY23 is budgeting for the same amount. Overhead is charged to IPTM on the DSO accounting side. The lease with ADT and roof replacement will flow through this budget. The bottom line is the DSO is positive and TSI has recently engaged an investment firm.

Vice President Stone added that these funds can help with the presidential emoluments, which includes the onboarding of the new president, so as not to disrupt the foundation budget.

The MOCA budget remains flat and expects to have a normal year by opening to normal operations. Café Nola shut down a couple of years agoand MOCA will not be reopening it, but vendors will be outsourced for that space, and they are expecting returns in that area. Gifts and endowments were received this year, most recently a $1.5M gift. The UNF support is increasing from $400K to $450K to cover the across-the-board  
salary increases.  
  
Trustee Rodefer asked how many events MOCA puts on. Vice President Bennett answered that it depends. Pre-COVID, there were special events such as New Year’s parties. It really is cyclical, but there is probably around a half dozen events each year. Trustee Rodefer stated this could be a great resource for students, however the location makes it not accessible for all students. Vice President Bennett stated there could be a conversation with Student Government since they fund the shuttles.  
  
The UNF Financing Corporation (UNFFC) is the DSO that holds debt on behalf of the university for bonds and mortgages and serves as a holding company for the institution. This budget is very standard without a lot of fluctuation year to year, unless new bonds are issued.   
  
The state auditors requested the DSO reports be offered to the BOT in the presented format, so the Board understands the resources the university provides to DSOs in terms of people and space. The university is allowed to provide certain resources and the reports break out a respective number of employees, the salary budget for each DSO, and the amount each DSO reimburses for those salaries. If there are operating budgets for fundraising or alumni engagement where an academic component is included, it is justified and an allowable expense.

Vice President Bennett stated the year-end budget will be presented at the August meeting with FY22 final expenditures and budget numbers.  
  
BOT Chair Hyde made a MOTION to APPROVE the FY22-23 DSO budgets. Trustee McElroy SECONDED the MOTION, and the committee APPROVED the FY22-23 DSO budgets as presented.

## Item 8 Quarterly Capital Projects & Change Order Report

Vice President Bennett presented the Capital Projects Quarterly Report and Change Orders, sharing the summary of projects as of June 3, 2022. He stated that every quarter a report with ongoing projects on campus is shared with the Board. The summary includes primary projects that are currently active with the status and a few of those projects the committee is interested in were shared. The competition pool and field and track improvements are completed. Plans for the East Ridge Housing project is still being finalized but should have details by the end of July. The Alumni Drive new walkway plans are finished and waiting for final sign offs. MedNexus is also open, with final completion and sign offs expected in August. The PECO funded Lassiter Hall renovations are underway with expected completion in December 2022. The campus moves are a multi-year project to move the Visitors Center, OneStop, Financial Aid and other departments back to the main campus, which has other moves associated with it. The Arena improvements will feasibly go up dramatically. The encumbrances left on some completed projects still have outstanding invoices that haven’t come in yet, and those should be closed out soon.   
  
Chair Bryan asked for an update on the Nature Trail. Associate Vice President John Hale stated the contractor has completed the boardwalk in Lot 14, and they can now move on to the trails project in the next week or two. They will begin with the boardwalk component on the trails, and the goal is to be done by fall.

## Item 9 Adjournment

Chair Bryan adjourned the meeting at 10: 01 a.m.