



BOT Committees and Quarterly Meeting

University of North Florida
College of Education - Bldg. 57/Rm. 1100A
2024-11-21 09:00 - 12:30 EST

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BOT Committees and Quarterly Meeting

University of North Florida

Thursday, November 21, 2024 at 9:00 to 12:30 PM

College of Education - Bldg. 57/Rm.1100A

Agenda

I. Call to Order

II. Public Comment

III. Student Presentation 9:00 AM

Presented by student-led Security Operations Center (SOC) students

IV. Welcome from Dr. Stephen Dittmore, Dean of College of Education and Human

Services 9:15 AM

V. Chair's Remarks 9:20 AM

VI. Audit and Compliance Committee Meeting 9:25 AM

A. Action Items

1. Approval of September 16, 2024 Audit and Compliance Committee Meeting Minutes

2. Performance-Based Funding Data Integrity Audit- Scope Discussion 9:40 AM

Presenter: Julia Hann, Chief Audit Officer

B. Discussion Items

1. Compliance Office Quarterly Update 9:50 AM

Presenter: Robyn Blank, Chief Compliance Officer

2. Office of Internal Auditing (OIA) Quarterly Update 9:53 AM

Presenter: Julia Hann, Chief Audit Officer

3. DSO Audit Reports and Form 990s 9:58 AM

Presenter: Scott Bennett, VP of Administration and Finance

4. State Fiscal Recovery Fund (SFRF) Monitoring by Ernst & Young 10:01 AM

Presenter: Scott Bennett, VP of Administration and Finance

VII. Governance Committee Meeting 10:06 AM

A. Action Item

1. Approval of June 6, 2024 Governance Committee Meeting Minutes

B. Discussion Item

1. Accreditation Update 10:21 AM

Presenter: Provost and VP of Academic Affairs and Student Affairs

2. Review of Governance Committee's FY25 Annual Work Plan 10:26 AM

Presenter: Karen Stone, VP and General Counsel

*****BREAK*** 10:31 AM**

VIII. Academic and Student Affairs Committee Meeting

A. Action Items

1. Approval of September 23, 2024 Academic and Student Affairs Committee meeting minutes

B. Discussion Items

1. Provost Quarterly - Inspire Relevant Research and Impactful Innovation 10:41 AM

Presenter: John Kantner, Senior Associate Provost of Faculty & Research, Dr. James Fletcher, Associate Professor of Mechanical Engineering, College of Computing, Engineering, and Construction.

IX. Finance and Facilities Committee Meeting

A. Approval Item

1. Approval of September 23, 2024 Finance and Facilities Committee Meeting Minutes

B. Discussion Items

1. VP of Administration and Finance Quarterly Update 10:55 AM

Presenter: Scott Bennett, VP of Administration and Finance

2. Reports and Ratios 11:00 AM

Presenter: Scott Bennett, VP of Administration and Finance

3. Fiscal Year 2023-2024 Results: Draft Financial Statements 11:05 AM

Presenter: Scott Bennett, VP of Administration and Finance

X. Strategic Plan Monitoring and Implementation Committee Report 11:10 AM

Presenter: Jack Boyle, Vice Chair of Strategic Plan Monitoring and Implementation Committee

XI. Consent Agenda

From the Audit and Compliance Committee

- Draft September 16, 2024 Audit and Compliance Committee Meeting Minutes
- Performance Based Funding Audit - Scope

From the Governance Committee

- Draft September 16, 2024 Governance Committee Meeting Minutes

From the Academic and Student Affairs Committee

- Draft September 23, 2024 Academic and Student Affairs Committee

From the Finance and Facilities Committee

- Draft September 23, 2024 Finance and Facilities Committee Meeting Minutes

From the Strategic Plan Monitoring and Implementation Committee

- Draft April 11, 2024 Strategic Plan Monitoring and Implementation Committee Meeting Minutes

XII. President's Remarks and Update on Presidential Goals 11:15 AM

XIII. Construction Project Update 11:30 AM

Presenters: Scott Bennett, VP of Admin and Finance, John Hale, Assoc. VP of Admin and Finance, Chris Wainright, Director of Campus Planning, Design & Construction

XIV. STRATEGIC DISCUSSION: Update on Community Engagement and Partnerships 11:50 AM

Presenter: Richmond Wynn, VP of Community Engagement and Partnerships

XV. BOT Roundtable Discussion 12:10 PM

XVI. Adjournment 12:30 PM

XVII. Building 10 Addition Tour

Tour and lunch in Building 10 Addition



**UNF Board of Trustees
Full Board Meeting
November 21, 2024**

Subject: Student Presentation - SOC Students

Recommended Action:

No action is necessary. This item is for discussion only.

Background Information:

Student-led Security Operations Center – First of its kind in Florida, this initiative involves bringing students into the Security Operations Center (SOC). In these centers, the student led security team monitors network anomalies, security attacks, and cybersecurity incidents. The students actively participate in tracking, responding, and gaining hands-on experience in cybersecurity. With a significant demand for cybersecurity positions in Jacksonville, this initiative seeks to address the existing skill gap and create valuable opportunities for our students. UNF is also working with the City of Jacksonville on this.

Supporting documentation:

1. PowerPoint

Presenter:

Evan Baker, SOC Student
Richard Durfee, SOC Student
Brian Verkamp, VP and Chief Information Officer



**UNF Board of Trustees
Audit and Compliance Committee**
November 21, 2024

Subject: Approval of September 16, 2024 Audit and Compliance Committee Meeting Minutes

Recommended Action:

Approval of September 16, 2024 Audit and Compliance Committee Meeting Minutes

Background Information:

Committee members will review and approve the Minutes of the Audit and Compliance Committee meeting held on September 16, 2024

Supporting documentation:

1. September 16, 2024 Audit and Compliance Committee Meeting Minutes

Presenter:

Paul McElroy, Chair of Audit and Compliance Committee



**UNF Board of Trustees
Audit and Compliance Committee**
November 21, 2024

Subject: Performance-based Funding Data Integrity Audit – Scope discussion

Recommended Action:

Approval of Performance-based Funding Data Integrity Audit - Scope

Background Information:

Ms. Julia Hann, Chief Audit Executive, will present to review and approve the audit scope of the FY24 Performance Based Funding Data Integrity Audit.

Supporting documentation:

1. Performance Based Funding Data Integrity Audit 2025.01, Scope Discussion Handout.

Presenter:

Julia Hann, Chief Audit Executive

**UNF Board of Trustees
Audit and Compliance Committee**
November 21, 2024

Subject: Compliance Office Quarterly and Annual Update

Recommended Action:

No action is necessary. This item is for discussion only.

Background Information:

Ms. Robyn Blank, Associate Vice President and Chief Compliance Officer, will address the Committee and provide the quarterly and annual update including the Conflict-of-Interest questionnaire. In addition, an update on UNF's compliance with Board of Governors regulation 10.002, Sponsored Research will be provided.

Supporting documentation:

1. 2024 Compliance and Ethics Annual Report

Presenter:

Robyn Blank, Associate Vice President and Chief Compliance and Ethics Officer

**UNF Board of Trustees
Audit and Compliance Committee**
November 21, 2024

Subject: Office of Internal Auditing (OIA) Quarterly Update

Recommended Action:

No action is necessary. This item is for discussion only.

Background Information:

Ms. Julia Hann, Chief Audit Executive, will provide the OIA Quarterly Report including: Discussion of Finalized Internal Audit Reports, Status of Current Year's Audit Plan, Status of Outstanding Management Action Plans, and Utilization of OIA Resources.

Supporting documentation:

1. OIA Quarterly Update Status Memo
2. PPT Presentation

Presenter:

Julia Hann, Chief Audit Executive

UNF Board of Trustees
Audit and Compliance Committee
November 21, 2024

Subject: Direct Support Organizations (DSOs) Audits and Form 990s

Recommended Action:

No action is necessary. This item is for discussion only.

Background Information:

The purpose of this item is to present, for review, audits for UNF's DSOs and Form 990's, including the (1) UNF Foundation, Inc., (2) UNF Training & Service Institute, Inc., (3) UNF Financing Corporation, Inc., and (4) MOCA, Jacksonville. Also, this item is in response to the Board of Governors' requirement that the Board of Trustees review the university's direct service organizations federal Internal Revenue Service Return of Organization Exempt from Income Tax form (Form 990).

Supporting documentation:

1. DSOs Financial Statement Audits
2. Form 990s

Presenter:

Scott Bennett, Vice President of Administration and Finance



**UNF Board of Trustees
Audit and Compliance Committee**
November 21, 2024

Subject: State Fiscal Recovery Fund (SFRF) Monitoring by Ernst & Young

Recommended Action:

No action required. This item is only informational.

Background Information:

Vice President Bennett will address the Committee and discuss the Governor's Office engagement with Ernst & Young to conduct a risk assessment and compliance review of all programs funded through this program.

Supporting documentation:

1. None

Presenter:

Scott Bennett, Vice President Administration and Finance



**UNF Board of Trustees
Governance Committee**
November 21, 2024

Subject: Approval of June 6, 2024 Governance Committee Meeting Minutes

Recommended Action:

Approval of June 6, 2024 Governance Committee Meeting Minutes

Background Information:

Committee members will review and approve the Minutes of the Governance Committee meeting held on June 6, 2024

Supporting documentation:

1. June 6, 2024 Governance Committee Meeting Minutes

Presenter:

Kevin Hyde, Chair of Board of Trustees and Governance Committee



**UNF Board of Trustees
Governance Committee**
November 21, 2024

Subject: Update on Accreditation

Recommended Action:

No action necessary.

Background Information:

Provost Karen Patterson will provide a brief update on the status of UNF's decision to seek approval to change institutional accreditors from the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to the Higher Learning Commission (HLC).

Supporting documentation:

1. PowerPoint

Presenter:

Karen Patterson, Provost and Vice President of Academic Affairs and Student Affairs



**UNF Board of Trustees
Governance Committee**
November 21, 2024

Subject: Governance Committee FY25 Annual Work Plan

Recommended Action:

No action necessary.

Background Information:

The Committee Work Plan serves as a roadmap for the committee's activities, ensuring that all necessary approvals are noted and that the committee is regularly informed of important developments in governance.

The FY25 Governance Work Plan outlines the key items that the Committee will review throughout this fiscal year. This plan includes a list of approval and informational items, ensuring that the committee remains informed and engaged in the committee's work.

Supporting documentation:

1. FY25 Governance Committee Annual Work Plan

Presenter:

Karen Stone, Vice President and General Counsel



**UNF Board of Trustees
Academic and Student Affairs Committee**
November 21, 2024

**Subject: Approval of September 23, 2024 Academic and Student Affairs
Committee Meeting Minutes**

Recommended Action:

Approval of September 23, 2024 Academic and Student Affairs Committee Meeting Minutes

Background Information:

Committee members will review and approve the Minutes of the Academic and Student Affairs Committee meeting held on September 23, 2024

Supporting documentation:

1. September 23, 2024 Academic and Student Affairs Committee Meeting Minutes

Presenter:

Ali Korman Shelton, Chair of Academic and Student Affairs Committee



**UNF Board of Trustees
Academic and Student Affairs Committee
November 21, 2024**

Subject: Provost Quarterly - Inspire Relevant Research and Impactful Innovation

Recommended Action:

No action necessary.

Background Information:

Provost's Quarterly: Around the Nest is a quarterly ASA presentation. Each quarterly presentation focuses on one of the four UNF's Strategic Plan areas of focus. 1) Ensure Student Success from Enrollment to Employment and Beyond 2) Inspire Relevant Research and Impactful Innovation 3) Expand [Mutually Rewarding/Beneficial] Partnerships with the Community 4) Accelerate the Success of Faculty and Staff

Dr. James Fletcher Bio:

Dr. Jim Fletcher is an Associate Professor of Mechanical Engineering in the College of Computing, Engineering & Construction. He joined the University of North Florida in 2003 as Director of the JEA Clean and Renewable Lab, recently renamed the JEA Sustainable Solutions Lab. During his tenure at UNF, the lab has been responsible for more than \$15 million of externally funded research, primarily in the areas of clean energy and advanced transportation. Approximately twenty graduate students and over 150 undergraduates have worked and studied on projects in this lab.

Recent clean energy projects include "*Hydrogen Production from Non-Carbon Sources*", "*Development of an Educational and Research Microgrid*", and a National Academies funded project for workforce development in microgrid technology. The lab has worked closely with the Florida Department of Transportation for over 20 years on numerous projects focused, in part, on autonomous vehicles. Current FDOT funding is in excess of a \$1,000,000/year and employs numerous UNF Mechanical Engineering graduates.

Before joining UNF, Dr. Fletcher worked for major corporations such as United Technologies, Ford Motor Company, Daimler Chrysler, Mobil Oil Refinery, and Babcock and Wilcox. His graduate study, completed at the University of Florida, was focused on fuel cell technology and alternative fuels.

Supporting documentation:

1. PowerPoint

Presenter:

Dr. John Kantner, Senior Associate Provost of Faculty & Research will introduce the presenter, Dr. James Fletcher, Associate Professor of Mechanical Engineering, College of Computing, Engineering, and Construction.



**UNF Board of Trustees
Finance and Facilities Committee**
November 21, 2024

Subject: Approval of Finance and Facilities Committee Meeting Minutes

Recommended Action:

Approval of the September 23, 2024, Finance and Facilities Committee Meeting Minutes.

Background Information:

Committee members will review and approve the Minutes of the Finance and Facilities Committee meeting held on September 23, 2024.

Supporting documentation:

1. September 23, 2024, Finance and Facilities Committee Meeting Minutes

Presenter:

John Gol, Chair of Finance and Facilities Committee

**UNF Board of Trustees
Finance and Facilities Committee**
November 21, 2024

Subject: VP of Administration and Finance Quarterly Update

Recommended Action:

No action is necessary. This item is for discussion only.

Background Information:

Scott Bennett, VP of Administration and Finance will provide a quarterly update

Supporting documentation:

1. None

Presenter:

Scott Bennett, Vice President of Administration and Finance



**UNF Board of Trustees
Finance and Facilities Committee**
November 21, 2024

Subject: Financial Reports and Ratios

Recommended Action:

No action is required. These reports are informational only.

Background Information:

Fiscal Year 2025 first quarter reports for E&G and Auxiliary budgets, Capital Projects and Change Orders, and the Treasurer's Cash Summary will be presented.

The Financial Statement Ratios are based on the unaudited FY24 financial statements and are used to show and analyze financial health and performance. The goal is to have all SUS ratios at the February 2025 committee meeting.

Supporting documentation:

1. Budget Reports (E&G and Auxiliary)
2. Capital Projects and Change Orders Report
3. Treasurer's Report
4. FY24 Financial Statement Ratios

Presenter:

Scott Bennett, Vice President of Administration & Finance



**UNF Board of Trustees
Finance and Facilities Committee**
November 21, 2024

Subject: Fiscal Year 2023-2024 Result: Draft Financial Statements

Recommended Action:

No action is required. This report is informational only.

Background Information:

The draft financial statements for FY24 were submitted to the State at the end of October. Report highlights on net position, operating revenues and expenses, and capital assets will be presented to the committee with the full financial statement available in meeting materials.

Supporting documentation:

1. FY 2023-2024 Draft Financial Statements

Presenter:

Scott Bennett, Vice President of Administration & Finance



**UNF Board of Trustees
Full Board Meeting
November 21, 2024**

Subject: Construction Project Update

Recommended Action:

No action is necessary. Informational item only.

Background Information:

Board will be presented an update of key construction projects ongoing or soon to be started. Among the projects to be discussed include Honors Housing, Student Services, Building 10 renovations, and the Coggin expansion.

Supporting documentation:

1. PowerPoint

Presenter:

Chris Wainwright, Director of University Facilities Planning



**UNF Board of Trustees
Full Board Meeting
November 21, 2024**

Subject: Community Engagement and Partnerships Presentation

Recommended Action:

No action is necessary. This item is for discussion only.

Background Information:

UNF has a history of community engagement including developing partnerships that support mutually aligned priorities. UNF reinforced this commitment by including community engagement as a pillar of the current strategic plan, establishing the Office of Community Engagement and Partnerships, and by appointing a cabinet-level position to oversee the work. This presentation will provide an overview of the office and the work.

Supporting documentation:

1. PowerPoint
2. A brief article on university community engagement and partnerships.

Presenter:

Richmond Wynn, Vice President of Community Engagement and Partnerships