# Attendance

## Trustees Present

James Beasley, Amelia Dyal, John Gol (Chair), Kevin Hyde (ex officio), Chris Lazzara, Paul McElroy, Nik Patel, Steve Moore

## Trustees Absent

Jason Barrett, Jay Demetree

# Minutes

## Call to Order

Chair Gol recognized a quorum and called the meeting to order at 12:44 PM.

## Public Comment

Chair Gol confirmed with Karen Stone, Vice President and General Counsel, that there were no requests for public comment.

## Action Items

### FF-1: Consent Agenda

* June 10, 2025, Finance and Facilities Committee Meeting Minutes

Chair Gol requested a motion to APPROVE the draft minutes from the June 10, 2025, Finance and Facilities Committee meeting. Trustee Lazzara made a MOTION to APPROVE, and Trustee Moore SECONDED. The committee unanimously approved the minutes.

### FF-2: Proposed Amended Regulation: 1.0050R – Sexual Misconduct and Title IX Sexual Harrassment

Robyn Blank, Associate VP and Chief Compliance Officer presented the amendment to Regulation 1.0050R. This regulation was also reviewed by the Academic and Student Affairs Committee due to its impact on students and faculty, staff, visitors, and contractors.

The regulation prohibits sexual discrimination under Title IX (applicable to students) and Title VII (applicable to employees). The revisions update references and language to align with current federal laws and Board of Governors (BOG) regulations. Updates also include office names and locations, particularly renaming of the investigative office to the Office of Title IX and Civil Rights (OTCR). The definition of a “responsible employee” was clarified to reinforce reporting obligations when discrimination is discovered.

The regulation was vetted through CROC, the Executive Cabinet, and the 30-day notice period was met with no comments received. It was also presented to constituent groups representing students, faculty and staff and benchmarked against other State University System (SUS) institutions.

Chair Gol requested a motion to APPROVE the proposed amendment. Trustee Moore made a MOTION to APPROVE, and Trustee Lazzara SECONDED. The committee unanimously approved the amended regulation.

### FF-3: Proposed Amended Regulation: 4.0170R – Conflicts of Interest

Associate Vice President Robyn Blank presented the proposed amendment to Regulation 4.0170R, Conflicts of Interest. She noted that UNF faculty and staff are subject to the Florida Code of Ethics for Public Officers and Employees. The revision reflects the new disclosure process in Workday for outside activities, employment of relatives, and amorous relationships.

The regulation was vetted through CROC and the Executive Cabinet, and no comments were received during the 30-day notice period.

Chair Gol requested a motion to APPROVE the amended regulation. BOT Chair Hyde made a MOTION to APPROVE, and Trustee Moore SECONDED. The committee unanimously approved the amended regulation.

### FF-4: Former ADT Building Use Permit Between TSI and UNF

Vice President Bennett stated that ADT recently vacated the building owned by TSI. A permit request between UNF and the DSO was presented to allow the university to utilize the facility. TSI will maintain operational and maintenance costs, while UNF will be responsible for any infrastructure changes and improvements.

Chair Gol requested a motion to APPROVE the permit. Trustee Lazzara made a MOTION to APPROVE, and Trustee Moore SECONDED. The committee unanimously approved the permit.

### FF-5: FY2025-2026 Carry Forward and Fixed Captial Outlay Budget

Vice President Bennett presented the FY26 Carry Forward Budget, referencing the preliminary operational budget discussed at the June meeting. He explained that carryforward funds are unspent E&G operational dollars from the previous fiscal year, allocated on a one-time basis. An executive summary was provided, with detailed documents available in the meeting materials online.

The carry forward balance of $48.8M was reduced by a statutory reserve of $17.5M (7%) and required rollovers totaling $4.2M (Plant, Nursing Pipeline and Startups), resulting in $27M available for allocation.

Key allocations include:

* $5M for projects, including deferred maintenance (as required by new state law).
* $3.3M in lump sum bonuses for faculty and staff with satisfactory and above evaluations.
* The remaining balance will fund currency and network infrastructure, software, startups, strategic marketing, downtown classrooms and other initiatives.

Trustee Patel inquired whether the $2M allocated for Workday was additional or anticipated. VP Bennett clarified it covers ongoing licensing, maintenance, and consulting.

Trustee Lazzara raised concerns about low-wage staff. VP Bennett explained the carry forward funding supports a flat lump sum, and $1M was also set aside in the operational budget to address under-market pay.

VP Bennett also presented the Fixed Capital Outlay (FCO) Budget:

* Total projects value: $345M
* Estimated $162.6M
	+ Small carry forward projects (< $2M): $9.5M
	+ Large projects: $58.3M across twelve (12) projects
	+ State appropriated projects (PECO and CITF): $24.7M
	+ Non-appropriated projects (bonds, auxiliaries and grants): $70.1M.

Detailed project information was available in the online materials.

Chair Gol requested a motion to APPROVE the Carry Forward and Fixed Capital Outlay budgets. Trustee Patel made a MOTION to APPROVE, and BOT Chair Hyde SECONDED. The committee unanimously approved the budgets.

### FF-6: FY 2024-2025 Accounts Receivable Write-Offs Report

Vice President Bennett presented the annual summary of accounts receivable and write-offs for Board approval. He reminded the committee that these write-offs are for financial reporting purposes only; students are still responsible for repaying the debts, which are sent to collections when appropriate.

The summary included outstanding debts related to tuition, housing, and parking along with a comparison between FY24 and FY25. Total write-offs for FY25 reached $771K, an increase of $45K from FY24. Tuition-related debt declined slightly, and housing debt increased, but the average debt per student decreased overall.

Chair Gol requested a motion to APPROVE the Accounts Receivable Write-Offs. Trustee Lazzara made a MOTION to APPROVE and Trustee McElroy SECONDED. The committee unanimously approved the motion.

### FF-7: Annual Review of Fiscal Year 2025 Bonuses

Vice President Bennett presented the annual review of bonuses paid in FY2025, a requirement under state statute for Board approval. Bonus categories included performance, recruitment, and retention. A total of 2,438 bonuses were paid, amounting to $3.3M. The largest portion of this was nearly $1.5M in one-time lump sum payments for E&G budgeted employees.

Trustee Lazzara asked if it’s typical for other SUS universities to report $0 in recruitment bonuses. VP Bennett explained that recruitment bonuses are typically structured as signing bonuses, which UNF does not commonly offer.

Chair Gol requested a motion to APPROVE the FY2025 Bonus Review. Trustee McElroy made a MOTION to APPROVE, and Trustee Moore SECONDED. The committee unanimously approved the motion.

## Discussion Items

### DISC-1: Finance and Facilities FY26 Annual Work Plan

Vice President Bennett reviewed the Finance and Facilities FY2026 Annual Workplan. He noted that several items currently listed will be discussed at the next meeting, including the draft financial statement and a potential housing update. Capital Improvement Plans, tuition schedules, and other recurring items will be revisited throughout the year. Committee members were invited to contact VP Bennett if they would like to propose additional agenda items.

### DISC-2: Reports and Ratios:

* + 1. **Budget Reports**
* FY2025 revenue collection reached 98.5% of projections, with 93% of expenses reported.
* Our FY26 budget from appropriations and tuition is approximately $9.7M under the prior year.
* The prior year’s E&G balance rolled into carryforward covered the gap, resulting in $275K more than the previous year overall.
* All auxiliaries closed FY2025 with a $73.5M fund balance, slightly below the beginning balance due to lower student credit hours.
* Athletics ended the year with a $6K fund balance.
* Student Government’s fund balance decreased by $744K, closing at $2.1M, due to intentional investments in student-focused initiatives.
* Distance Learning began with $1.4M and ended at $115K, a net change of $1.3M.
	+ 1. **Capital Projects and Change Orders Quarterly Report**
* There are 58 current projects with a budget of $246M and a remaining balance of $110M after expenses and encumbrances.
* East Ridge Housing is complete; the $1.5M balance will cover final invoices.
* Coggin College of Business Phase II is expected to be completed by August 2026.
* The ESports Arena in the Student Union is scheduled for completion in July 2026.
* Construction for the Student Support & Academic Building will begin soon.
* Arena Locker Room Renovations are expected to finish by November 2025.
* Funds are held on completed projects for post-project audits conducted by an external firm.
	+ 1. **Treasurer’s Report**
* Cash balance as of June 2025: $187M
* Investments: $189M
* Total debt: $174M, including Osprey Ridge debt

## Adjournment

Chair Gol adjourned the meeting at 1:15 PM.