



Alumni

UCF Alumni Board
Executive Committee Meeting Minutes

Wednesday, September 28, 2016
8:30-10:00 a.m.

- LOCATION:** Broad and Cassel, 390 N. Orange Av, Ste. 1400, Orlando, FL 32801
- ATTENDEES:** Matt Assenmacher, Sara Bernard, Dean Caravelis, Peter Cranis, Ron Spangler, Ryan Vescio, Dan Ward
- EX-OFFICIO:** Mike Morsberger, VP for Advancement and CEO of the UCF Foundation
Julie C. Stroh, Senior Associate Vice President, Alumni Engagement and Annual Giving
- SPECIAL GUESTS:** Dr. Rick Schell, Vice President and Chief of Staff, Office of the President
- ABSENT:** N/A
- STAFF:** Jennifer Cerasa, Associate General Counsel
Ohilda Washburn, Associate Director, Alumni Board Relations and Development
Danielle Sarris, Coordinator, Alumni Engagement and Annual Giving

Chair Bernard called the meeting to order at 8:37 a.m.

Chairman's Welcome **Sara Bernard, Chair**
8:37 a.m.

Chair Bernard informed the committee that the meeting was under Florida Sunshine Law. At the Chair's request, Senior Associate Vice President, Julie C. Stroh, called roll and confirmed a quorum was present to conduct board business.

Chairman's Opening Remarks **Sara Bernard, Chair**
8:39 a.m.

Chair Bernard instructed the committee to read the University's Strategic Plan and the Alumni Engagement and Annual Giving FY17 Operating Plan and work them into their individual committee agendas.

Special Guest Comments**Dr. Rick Schell, Vice President and Chief of Staff**

8:41 a.m.

Dr. Schell provided the committee with a University update.

Dr. Schell asked the committee for assistance generating letters of support for the UCF Teaching Hospital at Lake Nona.

Dr. Schell provided an update on the UCF Downtown Campus.

Dr. Schell provided an update on the athletic conference.

Dr. Schell reinforced the importance of the University's Strategic Plan.

Foundation Update**Mike Morsberger, VP and CEO**

9:07 a.m.

Morsberger provided IGNITE metrics.

Morsberger informed the committee of notable gifts and total giving to date in FY17.

Morsberger reminded the committee of IGNITE's 3 organizing principles:

1. Student Support
2. Faculty Excellence
3. Special Projects

Committee Updates**Sara Bernard, Chair**

9:36 a.m.

Bernard assigned the Mission, Vision, and Core Values review to Dean Caravelis and the Engagement Committee for updates.

Bernard assigned Board Member Duties and Responsibilities to Dan Ward and the Directorship Committee.

Bernard requested that all committee charters be reviewed and updated. The Alumni Board will approve updated committee charters at a future meeting.

Legal Updates**Jennifer Cerasa, Associate General Counsel**

9:42 a.m.

Cerasa notified the committee that the Disclosure Form must be completed by all board members.

Cerasa discussed board policies including:

1. Duty to Disclose
2. Code of Conduct
3. Communications Policy
4. Lobbying Policy

5. Soft Credit Policy

Cerasa discussed term limits. Per our bylaws, the current term limit is two four-year terms. Serving three years constitutes a full term.

At 9:58 a.m. Bernard made a motion to count previous years of service prior to the September 2015 bylaws change when considering term limits.

Dean Caravelis seconded the motion.

Discussion followed.

Bernard called for a vote.

The motion carried.

Future Business

Julie Stroh, Senior Associate Vice President

10:00 a.m.

Stroh introduced topics to be discussed at the October 12, 2016, Alumni Board Retreat:

1. Alumni Engagement and Annual Giving FY17 Operating Plan
2. IGNITE Campaign Rollout

Stroh discussed the Gallup-Purdue Index Project scheduled to conclude in October 2016.

Stroh introduced a draft of the October 12, 2016, Alumni Board Retreat Agenda.

Stroh announced that Advancement leadership is exploring various strategies for recognizing alumni and donors.

Consent Agenda

Sara Bernard, Chair

10:07 a.m.

Bernard made a motion to approve the Consent Agenda.

Vescio seconded.

The motion carried.

Bernard made a motion to approve the 30 Under 30 Award Nominees.

Vescio seconded.

The motion carried.



Ron Spangler, Secretary
UCF Alumni Board