



Date:	February 24, 2021
Time:	9:30 – 11:30 a.m.
Location:	via Zoom
In attendance:	Michael Johnson, Gerald Hector, Edwanna Andrews, Theodorea Berry, Stephanie Blanco, Sissi Carroll, Reshawna Chapple, Steven Collins, Maribeth Ehasz, Deborah German, Cissy Glowth, Joe Harrington, Paul Jarley, Mike Kilbride, Elizabeth Klonoff, Fernando Rivera, Misty Shepherd, Mike Sink
Staff (non-voting members):	Kristie Harris, Kathy Mitchell, Tracy Slavik

1. Approval of the minutes from February 3, 2021 – Michael Johnson

The minutes were approved unanimously as submitted.

2. Update on recommendations to President Cartwright about allocations of \$13.1 million of 2020-21 E&G Carryforward funds – Michael Johnson and Gerald Hector

Hector reported that the President approved the allocation of \$13.1 million of E&G Carryforward funds as recommended by UBC:

\$6,400,000	One-time payments (\$1,200) to E&G employees
2,300,000	Scholarships for Student Athletes
2,500,000	Transfer BRIDG to Skywater Technology
1,820,000	NIST (network expenditures) for Office of Research
<u>112,000</u>	State income tax liability for employees out of Florida
\$13,132,000	Total

3. Update on recommendations to President Cartwright about allocations of remaining \$125,704 CARES Act Institutional funds and \$2.1 million CARES Act MSI funds – Michael Johnson and Gerald Hector

Johnson reported that the President approved the allocation of \$2.1 million of CARES Act MSI funds as recommended by Johnson and Hector:

\$162,454	Lost revenue – Communication Sciences & Disorders Clinic
259,867	Lost revenue – Creative School for Children (March – Nov. 2020)
762,455	Lost revenue – First Year Experience (March – Nov. 2020)
460,000	COVID testing for student athletes
<u>500,000</u>	STEM summer undergraduate teaching and learning assistants
\$2,144,776	Total

After these expenditures are approved, there are \$125,704 remaining CARES Act Institutional funds remaining to be allocated. All MSI funds have been allocated.

4. Update on units' plans for spending allocated CARES Act Institutional and MSI funds – Gerald Hector & Kristie Harris

Hector emphasized the importance of spending CARES Act Institutional and MSI funds within the designated time frames (May 2021 for Institutional funds and August 2021 for MSI funds).

Kristie Harris reported that units are reporting that approximately \$2.7 million of allocated CARES funds may not be utilized and could be available for reallocation to other units, including \$2,215,288 of Institutional funds and \$455,228 of MSI funds.

These funds will be considered for reallocation at a future meeting after providing some additional time for the units to spend these funds.

Johnson suggested that by the next UBC meeting we should start to consider reimbursing other expenses that have already been incurred (i.e., recorded in COVID departments) if units do not appear to be able to spend their allocations before the deadline.

Herald reported that expenditures that departments have recorded in COVID departments, but not requested reimbursement from CARES Act funds, may be substituted for allocated but unspent CARES Act funds.

5. Update on units' COVID-related expenses recorded in COVID departments – Kristie Harris

Harris reported that there is approximately \$2.6 million currently recorded in COVID departments for which reimbursement has not been requested. She believes there may be more COVID-related expenditures that have not yet been recorded in COVID departments and will be going on a "treasure hunt" to identify any additional expenditures.

Joe Harrington recommended utilizing any remaining CARES Act funds as financial aid grants for students.

Kathy Mitchell encouraged committee members to ensure that their departments' COVID expenditures are recorded in their COVID departments.

Hector recommended setting up a meeting in the near future for Budget Directors across campus to communicate the urgency of spending stimulus funds. He will also be bringing this to the Cabinet meeting to encourage spending of allocated stimulus funds.

6. Process for requesting HEERF II funding – Kristie Harris

An email will be sent from Michael Johnson and Gerald Hector to the vice presidents and deans in the next week or two soliciting requests for reimbursement from the second tranche of stimulus funding. The email will include the form that must be submitted with the request. There is no guarantee that reimbursement will be provided; this is merely an accumulation of potentially reimbursable expenditures.

Hector cautioned that it is possible that the state legislature may cut appropriations to state universities, requiring universities to use their HEERF II funding to replace the lost revenue from state appropriations. This likely will not be known for sure until after the Governor signs the appropriation bill and his line item vetoes are known.

Herald also mentioned that there is the possibility of a third tranche of stimulus funding. The \$1.9 trillion bill is currently being debated in the House of Representatives and would then require approval by the U.S. Senate and President Biden.

7. Other

Kathy Mitchell noted that Maribeth Ehasz will be retiring from her position as Vice President of Student Development and Enrollment Services as of the end of this month and thanked Ehasz for her many years of dedicated service to the university.

Johnson recognized Ehasz for her tremendous dedication to UCF students, saying there has been no stronger advocate with a voice at her level for students at the university.

Ehasz noted that Adrienne Frame will serve as the interim Vice President for Student Development and Enrollment Services and will fill her position on UBC until a permanent Vice President is named.

8. Adjourn

The meeting was adjourned at 10:36 a.m.