



Board of Trustees Meeting

University of North Florida

Thursday, July 11, 2024 at 12:00 PM to 1:00 PM

Virtual

Agenda

/ X Call to Order

// X Public Comment

/// X WCE •] v š – • Z u CE I •

12:00 PM

/ s X Post Tenure Review Audit Report

12: ì ñ PM

Julia HannChief Audit Executive will present the Post Tenure Review Internal Audit Report. BOCR Regulation 10.003 Post-Tenure Faculty Review requests each university board of trustees to consider the audit report after the report’s publication date.

Proposed Action: N Action Required

V. Tenure Upon Hire Stephen W. Dittmore, Ph.D, professor and (Incoming) 12:15 PM
v College of Education and Human Services

Following a national search and strong support by the College faculty, Dr. Stephen Dittmore was selected as Dean of the College of Education and Human Services, beginning July 22, 2024. Dr. Dittmore holds a Ph.D. in Educational Leadership and Organizational Development from the University of Louisville and most recently served as Professor and Dean of the College of Education and Health Sciences at Baldwin Wallace University in Berea, Ohio.

Provost Karen Peterson will present this item.

Proposed Action: Approval; Motion and Second Required

VII. 2025-2026 Legislative Budget Request

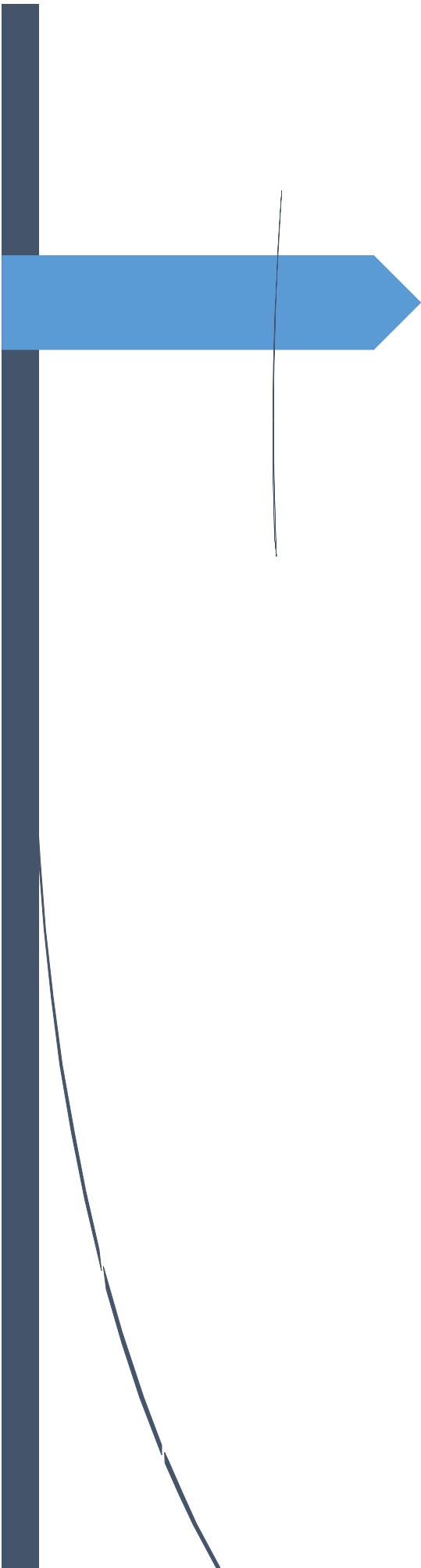
12:20 PM

President Limayem will present UNF’s 2025-2026 Legislative Budget Requests which requires Board of Trustees approval prior to submission to the Board of Governors.

Proposed Action: Approval; Motion and Second Required

VIII. Adjournment

12:40 PM



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In 2022, the Florida Legislature amended Section 1001.706, Florida Statutes, authorizing the Florida Board of Governors (BOG) to adopt a post-tenure review regulation requiring each tenured state university faculty member to undergo a comprehensive post-tenure review every five years. The BOG then adopted Regulation 10.003, Post-Tenure Faculty Review,

tenure review process for the prior fiscal year and submit a final report to the Board of Trustees by July 1. The auditor must provide the university board of trustees with a report that includes the following:

- a. The number of tenured faculty in each of the four performance rating categories [as follows]:
 - 1. : a clear and significant level of accomplishment beyond
 - 2. : expected level of accomplishment compared to faculty across the faculty
 - 3. : performance falls below the normal range of discipline and unit but is capable of improvement.
 - 4. : failure to meet expectations that reflect disregard or failure to follow previous advice of other efforts to provide correction or assistance, or performance involves incompetence or misconduct as defined in applicable university regulations and policies
- b.
- c. Findings of non-

The objectives of the audit were to evaluate:

- Compliance with Florida Board of Governors Regulation 10.003, and its requirements for a comprehensive post-tenure faculty review.
- procedures.

The scope of this audit included data - tenure faculty review (PTR). To satisfy our objectives, we performed the following:

- Evaluated UNF Policy 2.1100P, Post-Tenure Faculty Review, and UNF - UFF Post-Tenure Faculty Review Memo of Understanding (MOU) for compliance with Board of Governors (BOG) Regulation 10.003, Post-Tenure Faculty Review.
- Gained an understanding of Section 1012.91, Florida Statutes, Personnel Records and UNF Regulation 4.0030R, Limited Access Personnel Records.
- Verified accuracy of tenured faculty population.
- Validated selection process of tenured faculty for the review.
- Ensured timing of communications with faculty regarding the selection process complied with the MOU.
- Reviewed exceptions to the PTR review and verified compliance with the MOU.



Verified completion of annual evaluations for tenured faculty in administrative roles, as required by the BOG regulation .
 Evaluated accuracy, completeness, and appropriateness of documentation considered within the PTR review .
 Ensured chair, dean, committee, and provost review s were completed in accordance with the BOG regulation, UNF policy and MOU.
 Confirmed outcomes and compensation were in accordance with the MOU.
 Verified provost report contained required information and was provided to the President, Board of Trustees and UFF, as required by the MOU.

We conducted employee interviews, performed process and documentation reviews , and evaluated risks and their impact on outcomes .

Audit fieldwork began March 6, 2024, and concluded on May 29, 2024 . We conducted the audit in accordance with the International Standards for the Professional Practice of Internal Auditing published by the Institute of Internal Auditors (IIA). We relied on State of Florida Board of Governors Regulations , UNF Regulations and Policies , UNF -UFF Post -Tenure Faculty Review Memo of Understanding and best business practices to support strong internal controls.

Our examination generally includes a follow -up on observations and recommendations of prior internal audits, where the subjects of such findings are applicable to the scope of the current audit being performed. There were no prior internal audits pertinent to the post -tenure review .

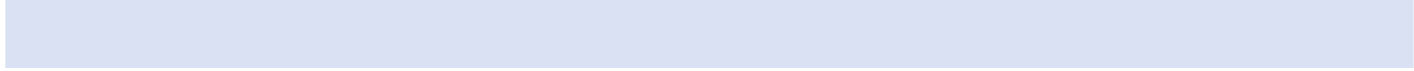
The mission of the Office of Internal Auditing (OIA) is to provide independent, objective assurance and consulting activities that add value and help improve operations. We assessed the overall residual risk ranking as low as no issues were identified which warranted areas of opportunities for improvement (as defined in Appendix II).

To summarize the PTR selection process, as of October 2, 2023, tenured faculty totaled 329. From this population , 185 faculty were properly removed prior to the random selection process because they were administrators, faculty promoted within the last five years, or up for promotion . The sample of tenured faculty for the first PTR review included 10 faculty promoted within 2018 and a randomly selected sample of 20% of the remaining 134 faculty within the population , or 27, resulting in a combined total o f 37 faculty. Two faculty were properly removed from the sample due to retirement and approved leave



Appendix I

Post - Tenure Review Faculty Outcomes



Appendix II

Report and Item Ranking Scale

The internal control system scoped within the audit is functioning satisfactorily, and remaining operating risks are low.

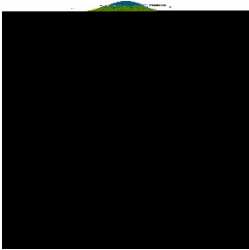
The collective audit issues are considered minor deficiencies.

Related corrective action need only be addressed to improve current operations.

The internal control system scoped within the audit is functioning in a manner that provides reasonable assurance that most major risks will be mitigated.

Corrective action to address the audit issues may not be critical to the

financial, reputational, operational, and strategic risks.



Certification of Corrective Actions to Auditor General Findings of Statutory Non-Compliance

University Name: University of North Florida

INSTRUCTIONS: Please select the appropriate representation below and provide comments, if needed. Once completed, please insert signatures in the provided spaces and submit to the Board of Governors via the Information Request System by July 26, 2024.

Presidential Representation and Certification:

The university has completed corrective actions in response to findings issued by the Auditor General during the 2023-2024 Fiscal Year that the university acted without statutory authority or contrary to general law.

Comments: Our corrective action in response to the finding involving student activity and service fees included a legal review to ensure our position and use of said funds were appropriate and legal. The legal review we received confirmed our understanding that the funds were appropriate and authorized. As such, reimbursement of these funds was deemed not necessary. The original audit response and subsequent legal review is attached.

The university has initiated corrective actions in response to findings issued by the Auditor General during the 2023-2024 Fiscal Year that the university acted without statutory authority or contrary to general law and anticipates those actions will be completed by

Comments:

I certify that the representation provided above is true and correct to the best of my knowledge.

Signature: _____
President

Date: _____

Board of Trustees Certifications:

I certify that the university's audit and compliance committee is kept informed of all audit findings issued by the Auditor General, (or)-18.46.4 (G)-7.1 (e:t)-1.1 (ort2.3 (ner)-6.4]TJ 0.0CA 1 art2.3 (net (ept)-(i),3.2 (t)-1.1 (a)-12.3 (nd c)-8.1 (o)-

State University System
Education and General
2025-2026 Legislative Budget Request
Form I

University (s):	
Request Title:	UNF Operational Support for Enrollment Growth & Supply Chain Economy
Date Request Approved by University Board of Trustees:	
Recurring Funds Requested:	\$20,000,000
Non-Recurring Funds Requested:	\$10,000,000

I. Purpose ²

1. Describe the overall purpose of the plan, specific goal(s) and metrics, specific activities that will help achieve the goal(s), and how these goals and initiatives align with strategic priorities and accountability plan established by each university (include whether this is a new or expanded service/program or expanded, what has been accomplished with the current service/program?)

The strategic vision for UNF includes enrollment growth to 25,000 by 2028 to serve the talent needs of the Northeast Florida region. This growth requires investment to secure faculty in key areas of economic growth in the region, student support services, research support and scholarships. Our region is one of the fastest growing in the country, creating a critical demand for expansion of the talent pipeline. To reach this enrollment goal, UNF has a plan which requires operational support

Need to Grow Enrollment to Support the Region
and the State of FL with Strategic Emphasis

- x Jacksonville is the 2nd hottest job market in the country Wall Street Journal
- x In 2022, Jacksonville was the 5th fastest growing city in the country
- x Future job growth in Jacksonville MSA is expected to increase 44.4% over the next 10 years
- x Florida is poised to become one of the Top 5 manufacturing states by 2030

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in 2022 ±

Many of the programs in the table above are relatively young and only started admitting students in the last few years. These programs are expected to grow rapidly and currently do not possess the faculty necessary to support student demand. Efforts in promotion and recruiting of these programs are already yielding

2025-2026 Legislative Budget Reques.06 Tc e Budge---

University:

Issue Title:

	RECURRING	NON- RECURRING	TOTAL
<u>Positions</u>			
Faculty	45	0	45
Other (A&P/USPS)	20	0	20
	-----	-----	-----
Total	65	0	65
	=====	=====	=====
Salaries and Benefits	\$11,400,000	\$0	\$11,400,000
Other Personal Services	\$3,200,000	\$0	\$3,200,000
Expenses	\$3,900,000	\$10,000,000	\$13,900,000
Operating Capital Outlay	\$0	\$0	\$0
Electronic Data Processing	\$0	\$0	\$0
Financial Aid	\$1,500,000	\$0	\$1,500,000
Special Category (Specific)	\$0	\$0	\$0
Equipment/Service	\$0	\$0	\$0
Marketing/Recruiting	\$0	\$0	\$0
OPS/Grad Assistantships	\$0	\$0	\$0
	-----	-----	-----
Total All Categories	\$20,000,000	\$10,000,000	\$30,000,000
	=====	=====	=====