

MINUTES
FLORIDA POLYTECHNIC UNIVERSITY
BOARD OF TRUSTEES - EDUCATIONAL COMMITTEE
ONE POLY PLACE
LAKELAND FLORIDA
NOVEMBER 19, 2012

1. Call to Order

The meeting was called to order by Chair Gidel at 8:05 am. Present at this meeting were the two members of the Committee: Dr. Sandra Featherman and Dr. Dick Hallion.

2. Update on Search for Chief Academic Officer

Dr. Featherman contacted the Association of Governing Boards (AGB) and found they have between 400 - 500 people available. She also spoke with Jessica Kosloff, President of Academic Search regarding our search for a Chief Academic Officer and someone from The Registry, a search firm which only deal with interim searches.

Chair Gidel wanted to know if she was looking for permanent or interim and she said she was looking at both. The ideal candidate would be a self-starter with both STEM and accreditation experience.

A question as raised regarding whether SACS would perceive an Interim CAO in a positive way.

Chair Gidel introduced Bob Stork from Communications International in Vero Beach as the newest member of the Board of Trustees.

Chair Gidel distributed the Florida Polytechnic Plan Summary. He discussed the Execution Timeline which include a list of items to be added to the timeline.

The Registry deals with interim positions. They would send approximately 12 resumes and we could select the top three to call in for interviews. Dr. Featherman shared the following process used by the search firms:

- a. Board develops search criterion
- b. Search firm places ads
- c. Search firm receives resumes and reviews candidates for interviews
- d. Invite to participate in interviews

MINUTES - FLORIDA POLYTECHNIC UNIVERSITY
BOARD OF TRUSTEES - EDUCATION COMMITTEE
MEETING - NOVEMBER 19, 2012
PAGE TWO

There was much discussion on what was feasible for the fall of 2013. Dr. Featherman believes it may be Fall of 2014 before people would be in place and pointed out that faculty usually complete the semester.

Chair Gidel wants to know what has to happen in order for Florida Poly to begin teaching classes in the Fall of 2013. Dr. Featherman pointed out that the CAO will only have expertise in one area, and could only hire faculty in their area.

Chair Gidel asked about sequencing – Can we skip steps? Dr. Featherman said if we hire a CAO in February 2013. In July 2013 we hire key faculty to be chairs and deans. She doesn't see how we can recruit students because they usually make their decisions in December, but some will decide as late as February or March, but not STEM students as a rule.

Additional discussion revolved around starting with the upper divisions, rather than starting with the lower divisions. In order to start admitting students and teaching classes, promotional materials and programs would have to be developed.

Chair Gidel believes we need to ensure two things: 1) That any student who starts can finish and, 2) that any program developed could be accredited.

Trustee Hyman recommended that someone look at the Business Plan. Dr. Featherman believes the CAO could certainly review that plan. Trustee Hyman was curious about the students entering college today as juniors or seniors could be our first graduating class. Could we target them? Dr. Featherman believes that we need to offer something more appealing than the program they are currently in. We have no services, amenities, or athletics. We can only attract students through our academics and quality faculty.

Trustee Hyman suggested we discuss internships and private partnerships with companies in this area.

3. Update, SACS Accreditation Process

Dr. Featherman directed everyone to the email from Ann Chard from who does New Institutional Accreditations. A teleconference call is set up for November 21st with members from SACS. SACS originally wanted to postpone this meeting until mid-December, but agreed to the conference call. They reviewed the steps for SACS Accreditation.

MINUTES - FLORIDA POLYTECHNIC UNIVERSITY
BOARD OF TRUSTEES - EDUCATION COMMITTEE
MEETING - NOVEMBER 19, 2012
PAGE THREE

- a. Must be in operation and available to assess student performance areas.
 - i. Will require at least two audits for now. We need to find out whether they will count audits from before students enroll.
- b. SACS only meets in June and December
 - i. Working on timeline using where fiscal year ends, when SACS meets and when audits are available.
- c. Will send out the Visiting Committee who will check everything closely such as faculty credentials and student recordkeeping and privacy policies.
 - i. Need to allow 6 months for review of application and additional requests for information.
 - ii. Placed on Agenda for consideration for candidacy visit.
 - iii. Visit will occur within six months to one year.
 - iv. Then will go back on agenda to be approved for accreditation.

SACS application cannot be made until we have students and the entire process takes an average of 3-6 years. There was much discussion regarding how we can entice students to enroll at Florida Polytechnic when we are not accredited. We can offer them a degree.

Steve Hull, PSC Provost, who was present at the meeting, advised that the largest contribution of students from PSC transferring to USF Poly were about 200 students, because they offered programs in Education and Business. The number of PSC students transferring to USF Poly for STEM programs would be significantly lower.

Dr. Featherman wanted to know if she could call Dr. Hallion to arrange times to meet. Monoka deferred this question to Tim Campbell. Tim explained that the problem is appearance and recommended they use staff to coordinate the meetings.

SACS requires that two people attend the Pre-Applicant Workshop. Dr. Featherman thought that she and Dr. Hallion may have to go to the Workshop but she prefers to have the CAO attend.

4. Concluding Remarks and Adjournment

Tim discussed the Sunshine Law and searches. The only part that is not subject to Sunshine is fact-finding activities such as checking references.

MINUTES - FLORIDA POLYTECHNIC UNIVERSITY
BOARD OF TRUSTEES - EDUCATION COMMITTEE
MEETING - NOVEMBER 19, 2012
PAGE FOUR

There was additional discussion regarding the Sunshine Law and the downside that good applicants may not apply for jobs in Florida. Trustee Hyman suggested we check to see if we could do an academic search shared services agreement to bring in some expertise.

Trustee Hammack suggested using online courses to help speed up the process of accreditation, however, Dr. Featherman pointed out that courses, such as those which require a lab are less suitable to online teaching.

Chair Gidel asked the Educational Committee to complete the Executive Timeline by the end of December. There is a need for everyone to understand the sequencing of the Executive Timeline. One job of the COO will be to deliver the message of how we are going to get to the point of: 1) offering a degree and, 2) getting accredited.

Dr. Hallion thought it would be pretty simple to complete most of the sequencing and came up with the following:

- a. CAO hired by February 2013
- b. Funding Proposal for Legislature by February 2013
- c. Mission Statement and Marketing by April 2013 at the latest
- d. Hire Faculty
- e. Resident Student Services
- f. Permanent President hired by May 2013
- g. Business Model - Summer 2013
- h. Curriculum Planning including definition in August 2013
- i. Teaching - February 2014
- j. SAC Application still to come

Finally, Dr. Featherman would like to have approval to hire search firm at full board meeting later today. Dr. Hallion agreed.

With no further business to discuss the meeting of the Educational Committee adjourned at 9:24 am.