FLORIDA POLYTECHNIC UNIVERSITY BOARD OF TRUSTEES MEETING MINUTES Florida Poly South/Polk State College – Joint Use Facility Lakeland Technology Building – Room 2117 3433 Winter Lake Road Lakeland, Florida 33803 June 10, 2014

1. Call to Order

Chair Rob Gidel called the meeting to order at 9:24 a.m. Gina DeIulio called the roll. Members present: Chair Rob Gidel, Vice Chair Mark Bostick, Trustee Sandra Featherman, Trustee Dick Hallion, Trustee Rob MacCuspie, Trustee Frank Martin, Trustee Tom O'Malley, Trustee Bob Stork, Trustee Don Wilson (Quorum).

Others, Staff & Presenters: Ava Parker, Cindy Alexander, Dr. Ghazi Darkazalli, Gina DeIulio, Dr. Elhami Nasr, Chief William Hope, Maggie Mariucci, Dr. Brian Birky, Tom Hull, Dr. Steve Warner, John Gray, Bertha Alexander, Scott Rhodes, Kevin Calkins, Crystal Lauderdale, Sean Malott, Dr. Jorge Vargas, Dr. Anas Eddin, Dr. Christina Drake, Dr. Chris Yakymyshym, Dr. Jim Byrd, Dr. Ryan Integlia, Dr. Sesha Srinivasan, Pete Karamitsanis, Steve McCarty, Ron Clark, Tim Jackson, Tim Campbell, and Will Morgan

2. Approval of Minutes

Trustee Stork made a motion to approve the minutes from May 15, 2014. Trustee Featherman seconded the motion, a vote was taken and the motion passed unanimously.

3. Public Comment

Ron Clark and Tim Jackson, and others from Broadway Real Estate Services made a short presentation. They are planning to build a 400 apartment style complex for student housing and a 50,000 square foot shared learning facility on a 10 acre area in downtown Lakeland in the next 2-3 years to students from local colleges and universities.

The projected completion date would be fall 2017. They also plan to have bus service that would transport students from the apartments to the campus on a continual loop.

4. Chair's Report

Chair Gidel gave an update to the Board and advised that the next Board of Governors meeting will be June $17^{\text{th}} - 19$ th.

Chair Gidel introduced Trustee O'Malley as the newest member of the Board of Trustees. Trustee O'Malley addressed the Board briefly.

5. Chief Operating Officer's Report

Ava Parker gave her report and advised that at the next Board of Governors on June 18th she will be presenting the University work plan and on June 19th Dr. Randy Avent will be interviewed by the BOG as part of the confirmation process.

Ava Parker presented an update on University work plan. The next SACS meeting is scheduled for July 14, 2014.

6. Approval to Revise the President's Contract

Ava Parker presented a request for revision to the president's contract. The original contract stated that Dr. Avent's start date would be July 1, 2014, but the revision would reflect July 7, 2014 as his start date. The end date was also adjusted to 5 years from the start date.

Trustee Wilson made a motion to revise the Dr. Avent's contract to a start date of July 7, 2014. Trustee Bostick seconded the motion, a vote was taken and the motion passed unanimously.

7. Conflict of Interest

Gina DeIulio read the conflict of interest statement that was filed by Trustee Bob Stork and sent to the trustees (attached).

8. Committee Reports

Operations Committee. Trustee Martin gave a report on the Operations Committee.

a. Approval of the Preliminary FY 2014-15 Staffing Plan. Ava Parker presented an update on the current staffing plan.

A motion was made from the Operations Committee to approve the Preliminary FY 2014-15 Staffing Plan pending final review and recommendation from Dr. Avent (once he has been confirmed by the Board of Governors). A vote was taken and the motion passed unanimously.

- b. **Master Plan.** Trustee Martin advised that as part of the accreditation process Florida Polytechnic will need to have an updated Master Plan in place by the end of the year. Ava Parker advised that there are two reasons to have a master plan in place 1) the legislature requires all universities to have a master plan and 2) the accreditation process requires a master plan be in place. Ava Parker advised that the staff will make available the USF Polytechnic Master Plan. Trustee Stork requested that the USF Polytechnic Master Plan be made available to the Board electronically. Chair Gidel, by recommendation of the Board, advised that the update and request for approval of the Master Plan will go to the Operations Committee.
- c. **Residential Housing Update.** John Gray presented an update on the residential housing. He advised that the projected move in date for students is August 20, 2014. John Gray introduced Will Morgan, President of Vestcor Communities. Will Morgan answered questions and advised that the residential housing building will be completed on time.
- d. **Campus Construction Report.** Pete Karamitsanis presented an update on the campus construction report. He advised that everything was on schedule for completion. He also presented an update on the construction of the Wellness Center with a projected date of August 18, 2014 for occupancy.
- e. **Information Technology Services Report.** Tom Hull presented the Information Technology Services Report (by recorded video). Afterwards, Tom Hull answered questions by phone.
- f. University Master Schedule. Steve McCarty presented the University Master Schedule.

g. **Public Safety Update.** Chief William Hope presented the public safety update. By Florida statute all state universities must form a police department. He advised his next step is to create a police department and his plan is to have it completed by mid-June 2014.

Finance & Audit Committee. Trustee Bostick gave a report on the Finance & Audit Committee.

a. **Approval of the Preliminary FY 2014-15 Operating Budget.** Bertha Alexander presented the preliminary FY 2014-15 Operating Budget. She went over which departmental budgets were reviewed and approved by the Board Committees. She advised that all the budgets were reviewed and approved by the Finance & Audit Committee.

A motion was made by the Finance & Audit Committee to:

- 1) Approve the 2014-15 Preliminary Operating Budget.
- 2) Authorize the President (or the Designee) to make the necessary adjustments to the Preliminary Operating Budget for the detailed budget to be submitted to the Board of Governors on or before August 19, 2014. Any adjustments will be presented to the Board of Trustees at a regularly scheduled meeting.
- 3) Authorize the President (or the Designee) to implement budget amendments received by the Board of Governors during fiscal year 2015. Any budget amendments will be presented to the Board of Trustees at a regularly scheduled meeting.

A vote was taken and the motion passed unanimously

b. **Foundation Board/External Affairs Update.** Maggie Mariucci gave an update on the Foundation Board and External Affairs. She presented an overview of the upcoming Launch and Pivot events. Florida Poly has an anonymous donor who has offered to match donations up to \$5,000,000. Saddle Creek made a donation of \$1,000,000.

Academic Affairs Committee. Trustee Featherman gave a report on the Academic Affairs Committee.

- a. **Regional Accreditation.** Dr. Darkazalli introduced each of the faculty members present and they shared their majors. He gave an update on the regional accreditation process and advised the staff has created internal committees and they are meeting on a regular basis.
- b. **Faculty Hiring.** Dr. Darkazalli advised that Florida Poly has hired 23 faculty members. He went over the process that the staff took in order to determine how many faculty were needed and what their majors needed to be. Dr. Featherman suggested classes to be staggered classes to ensure students will be able to take their required courses. Dr. Darkazalli advised they were planning to arrange the class schedule in that way.
- c. **Online Model.** Dr. Nasr presented an overview of the plans and strategies for Florida Poly's online model. Students will be encouraged to take advantage of the wide array of courses made available to them from other entities, including through Florida Virtual Campus. There will be three phases for the online model strategy, which will include transitioning potential courses and/or programs to fully online options.
- d. **Recruitment / Admissions.** Scott Rhodes presented an update on the admissions process. He advised that the housing rooms sold out in 60 days. 1,200 guests (330 students) are registered to attend "The Reveal" event on July 12, 2014.

- e. **Development of the Student Affairs Office.** Dr. Warner presented an overview of the Student Affairs Office. The Office of Student Affairs oversees all activities related to student life on campus. There will also be leadership program options available for the students.
- f. **July 12, 2014 Event** *The Reveal*. Dr. Warner presented an overview of "The Reveal" event that is exclusive for students who have been accepted and paid their deposits for fall 2014.

Strategic Planning Committee. Trustee Stork gave a report on the Strategic Planning Committee.

a. **Approval of Revisions to the Strategic Plan.** Trustee Stork presented an overview and advised that the Strategic Plan was approved in the Strategic Planning Committee.

A motion was made from the Strategic Planning Committee to approve the revisions to the Strategic Plan. A vote was taken and the motion passed unanimously

- b. **Florida Industrial and Phosphate Research Institute Update.** Dr. Birky presented the FIPR update. He advised that FIPR has revised their 2011-2016 Strategic Plan to align with Florida Polytechnic. Ava Parker is currently serving as chair of the Board, but once Dr. Avent has been confirmed as president then he will replace Ava Parker on the Board. He will not hold the position of chair or vice-chair unless elected.
- c. **Integrated Marketing Year-End Review.** Crystal Lauderdale presented the year-end review of integrated marketing strategy.
- d. **Business Partnership Update.** Sean Malott presented an overview of the business partnership update. He advised that Florida Poly currently has 58 partnerships. There was some discussion on ways to gain other partnerships.
- 9. Consent Agenda

Chair Gidel requested a motion for approval of the consent agenda item: FPU-4.001 Tuition and Related Fee Schedule.

Trustee Wilson made a motion to approve the consent agenda item. Trustee Stork seconded the motion, a vote was taken and the motion passed unanimously.

10. Next Meeting

The next Board of Trustees meeting will be scheduled at the end of July and will be by conference call.

11. Closing Remarks & Adjournment

Chair Gidel advised the next critical stage is changing Florida Poly's domain name from FloridaPolytechnic.org to FloridaPolytechnic.edu. He advised that the Board has made a major decision in hiring a president, and the next step is to elect a new chairman for the Board. Chair Gidel advised that his term ends at the end of July and he will not be seeking re-election. Ava Parker and staff will assist Trustee Bostick in the nominating process. Chair Gidel encouraged the Board to share interest they may have in succeeding him. With no further business to discuss the Board of Trustees meeting adjourned at 2:20 p.m.

FORM 8A MEMORANDUM OF VOTING CONFLICT FOR STATE OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME - Robert William	Stork NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE	
MAILING ADDRESS - 4450 US 1	Board Of Trustees - Florida Polytechnic University	
CITY - Vero Beach COUNTY- Inc		
DATE ON WHICH VOTE OCCURRED Tuesday June 3rd 2014	MY POSITION IS: LECTIVE	

WHO MUST FILE FORM 8A

This form is for use by any person serving at the State level of government on an appointed or elected board, council, commission, authority, committee, or as a member of the Legislature. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

ELECTED OFFICERS:

As a person holding elective state office, you may not vote on a matter that you know would inure to your special private gain or loss. However, you may vote on other matters, including measures that would inure to the special private gain or loss of a principal by whom you are retained (including the parent or subsidiary or sibling organization of a principal by which you are retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. If you vote on such a measure or if you abstain from voting on a measure that would affect you, you must make every reasonable effort to disclose the nature of your interest as a public record in a memorandum filed with the person responsible for recording the minutes of the meeting, who shall incorporate the memorandum in the minutes. If it is not possible for you to file a memorandum before the vote, the memorandum must be filed with the person responsible for recording the minutes of the meeting no later than 15 days after the vote.

For purposes of this law, a "relative" includes only your father, mother, son, daughter, husband, wife, brother, sister, father-in-law, motherin-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with you as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

A member of the Legislature may satisfy the disclosure requirements of this section by filing a disclosure form created pursuant to the rules of the member's respective house if the member discloses the information required by this subsection, or by use of Form 8A.

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APPOINTED OFFICERS:

As a person holding appointive state office, you are subject to the abstention and disclosure requirements stated above for Elected Officers. You also must disclose the nature of the conflict before voting or before making any attempt to influence the decision by oral or written communication, whether made by you or at your direction.

For purposes of this law, a "relative" includes only your father, mother, son, daughter, husband, wife, brother, sister, father-in-law, motherin-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with you as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the
 minutes of the meeting, who will incorporate the form in the minutes.
- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION OR VOTE AT THE MEETING:

- · You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF STATE OFFICER'S INTEREST		
I,Robert Wm. Stork, hereby disclose that onJune 3rd, 2014	4:	
(a) A measure came or will come before my agency which (check one or more) inured to my special private gain or loss;		
_X inured to the special gain or loss of my business associate,	<u> </u>	
inured to the special gain or loss of	, by	
whom I am retained; or inured to the special gain or loss of , wh	nich	
 inured to the special gain or loss of, while is the parent, subsidiary, or sibling organization of a principal which has retained me. (b) The measure before my agency and the nature of my conflicting interest in the measure is as follows: There is intent to puchase radios for the University's Police Department. I intend to attempt to become the vendor for this production of the product of the university's Police Department. 		
If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public offi who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a as to provide the public with notice of the conflict.	cer, way	
June 9th, 2014 Date Filed Signature		
NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSU CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHME REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, O CIVIL PENALTY NOT TO EXCEED \$10,000.	ENT,	