

Florida Polytechnic University
Board of Trustees

Executive Committee Meeting

MEETING MINUTES

Monday, April 13, 2020

3:30 PM – 4:30 PM

TELE-CONFERENCE MEETING

I. Call to Order

Chair Don Wilson called the Executive Committee meeting to order at 3:30 p.m.

II. Roll Call

Kris Wharton called the roll: Chair Don Wilson, Vice Chair Cliff Otto, Trustee Mark Bostick, Trustee Adrienne Perry, and Trustee Gary Wendt were present (Quorum).

Staff present: President Randy Avent, Provost Terry Parker, Mr. Mark Mroczkowski, Mr. Rick Maxey, Mrs. Kris Wharton, Ms. Gina Delulio, Dr. Tom Dvorske, and Mr. Kevin Calkins were present.

III. Public Comment

There were no requests for public comment.

IV. Review and Approval of 2020-2021 University Accountability Plan

President Randy Avent asked Provost Terry Parker to present the highlights of the 2020-2021 University Accountability Plan. Provost Parker presented key elements of the plan, two of which – academic progression rate and four-year graduation rate – may be affected by the current COVID-19 crisis, but it is too early to predict how much they will be affected. The Pell Grant recipient four-year graduation rate is predicted to be 49% compared to 38.5% the Undergraduate student body as a whole. Annual bachelor's degree awards continue to increase as well as enrollment, therefore enrollment goals were raised slightly.

Trustees had no questions, however Trustee Adrienne Perry and Trustee Mark Bostick both commented they believe the report is very clear and well-written.

Trustee Adrienne Perry made a motion to approve the 2020-2021 University Accountability Plan. Vice Chair Cliff Otto seconded the motion; a vote was taken, and the motion passed unanimously.

V. Food Service Refunds to Students, Use of Carryforward and Amendment to Contract

Mr. Mark Mroczkowski stated the Board of Governors requested all state universities refund the unused portions of student meal plans and housing. Vestcor has already refunded rent to students for the full month of April and the first two days of May. However, the University purchases meal plans from

Chartwells and sells them to the students, so Florida Poly is responsible for providing refunds to students for the unused portions of their meal plans. Mr. Mroczkowski provided information from an updated Chartwells contract amendment received today that is acceptable to both management and legal counsel. The agreement states Chartwells will contribute \$219,272 towards the student refunds; however, that still leaves the University short by \$187,482. The Board of Governors has approved the use of carryforward to fund student refunds until August 31, 2020; Mr. Mroczkowski requested Board approval to use carryforward funds for this purpose.

Trustee Gary Wendt made a motion to approve dining refunds to students in the amount of \$406,784; to approve Amendment No. 3 to the Chartwells contract whereby Chartwells agrees to contribute \$219,272 towards the student refunds; and, to approve the use of carryforward to fund the remaining \$187,482 of the student meal plan refunds. Trustee Adrienne Perry seconded the motion; a vote was taken, and the motion passed unanimously.

VI. Waiver of Student Fees

Provost Parker stated summer A and C sessions will be fully remote. He recommends waiving the transportation fee for the summer terms since students will not be present on campus, and the University will not provide transportation services. Provost Parker also proposes working with the Student Government Association to potentially waive one-third of the Activities and Service Fee for summer terms only.

Trustee Perry inquired as to what type of activities students would miss in the summer; Provost Parker responded they would miss any physical activities on the campus. Trustee Perry proposed Provost Parker request a waiver of two-thirds versus one-third due to the drastic reduction in on-campus student activities. Provost Parker stated that staff has been working to provide a virtual student union and other virtual student engagement activities.

Chair Wilson inquired if the campus will be completely shut down over the summer, and if the remaining students on campus will leave in May. Provost Parker stated there is a small group of students who have no place to go, so they will make their own rental arrangements with Coastal Ridge. There will still be staff and some faculty present on campus throughout the summer.

Trustee Adrienne Perry made a motion to approve the waiver of the student transportation fee and one-third of student Activity and Service Fee for summer 2020 classes only. Trustee Gary Wendt seconded the motion; a vote was taken, and the motion passed unanimously.

VII. Academic Calendar Revision

Provost Parker asked for approval for a special session D for the summer. This session was planned before COVID-19 and allows the University to have a cohort of freshmen start classes early in an online manner. The proposed session will run from June 8 – August 7, 2020 and the session will be offered again in 2021 and 2022. Vice Chair Cliff Otto asked if students would still be able to interact with their faculty. Provost Parker confirmed this and said faculty have multiple platforms on which to connect with students in a virtual environment.

Vice Chair Cliff Otto made a motion to approve the addition of a summer “D” session to the academic calendar for current summer 2020 and summers 2021 and 2022. Trustee Adrienne Perry seconded the motion; a vote was taken, and the motion passed unanimously.

Trustee Gary Wendt inquired if any of the summer “D” courses are new or if they have been taught over

the years; Provost Parker replied they have been taught over the years, but not remotely.

VIII. Closing Remarks and Adjournment

Vice Chair Otto inquired as to the effects COVID-19 might have on the University. Both Provost Parker and President Avent stated it is still too early to tell how the pandemic will affect enrollment and retention.

Chair Wilson requested President Avent send a summary of today's discussion to all Board trustees. Additionally, he stated his appreciation to administration, faculty, staff and students who have done so much to keep things moving forward and students on track to graduate.

With no further comments, the meeting adjourned at 4:05 p.m.