



Board of Trustees Meeting

**February 17, 2021
9:45 AM – 11:45 AM**

Or upon the conclusion of the previous committee meeting

**Florida Polytechnic University
WEBEX TELECONFERENCE MEETING**

Dial in: 1-415-655-0001 | Access code: 178 003 7474#

MEMBERS

Cliff Otto, Chair	Mark Bostick, Vice Chair	Dr. W. Earl Sasser
Dr. Laine Powell	Gary C. Wendt	Bob Stork
Connor Coddington	Beth Kigel	Dr. Ala' J. Alnaser
Lyn Stanfield	Dr. Narendra Kini	

AGENDA

- | | |
|--|---------------------------|
| I. Call to Order | Cliff Otto, Chair |
| II. Roll Call | Kristen Wharton |
| III. Public Comment | Cliff Otto, Chair |
| IV. Chairman's Remarks | Cliff Otto, Chair |
| V. President's Remarks | Randy K. Avent, President |
| VI. University Growth Plan Update | Randy K. Avent, President |
| VII. Operations Plan 2020-2021 Update | Randy K. Avent, President |
| VIII. Consent Agenda
Action Required | Cliff Otto, Chair |
| A. Finance & Facilities Committee | |
| 1. Approve Foundation Board of Directors Re-Appointments | |
| B. Governance Committee | |
| 1. Approve New Regulation FPU-3.00611 Anti-Hazing | |
| 2. Approve Repeal of Policy FPU-3.0062P Anti-Hazing | |
| 3. Approve Revised Policy FPU-1.001P Policy Creation | |

- and Development Process: Non-Academic Policies
4. Approve FPU-5.0096AP Graduate Degree Graduation Requirements

C. Strategic Planning Committee

1. Approve Revised Strategic Planning Committee Charter

D. Board of Trustees

1. Approve the November 18, 2020 Board of Trustees Meeting Minutes
2. Approve the February 2, 2021 Board of Trustees Meeting Minutes

IX. [Committee Reports](#)

A. Audit & Compliance Committee

Actions Required

1. Approve PBF Data Integrity Audit
2. Approve Data Integrity Certification

Bob Stork,
Committee Chair

B. Finance & Facilities Committee

Action Required

1. Approve Contract Over \$500,000

Cliff Otto,
Committee Chair

C. Governance Committee

Actions Required

1. Approve revisions to BOT policy on annual review of the president
2. Discuss and approve recommendation for Board training and consultant

Mark Bostick,
Committee Chair

D. Strategic Planning Committee

Gary Wendt,
Committee Chair

E. Academic & Student Affairs Committee

Action Required

1. Approve Pilot Out-of-State Fee Waiver Program and Corresponding Increase in Waiver Authority

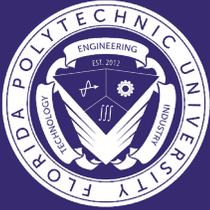
Dr. Earl Sasser,
Committee Chair

X. [Board of Trustees Meeting Schedule](#)

Action Required

Cliff Otto, Chair

- April 26, 2021 (Virtual Committee Meetings)
- May 3, 2021 (Virtual ASA, Full Board, & Board Retreat)
May 2 is Commencement
- September 8, 2021 (Virtual Committee Meetings)
- September 15, 2021 (ASA Committee & Full Board)



- November 10, 2021 (Virtual Committee Meetings)
- November 17, 2021 (ASA Committee & Full Board)
- February 9, 2022 (Virtual Committee Meetings)
- February 16, 2022 (ASA Committee & Full Board)
- April 25, 2022 (Virtual Committee Meetings)
- May 2, 2022 (ASA, Full Board, & Board Retreat)

XI. Board of Governors Meeting Schedule

Cliff Otto, Chair

- March 23-24, 2021 (*FAMU, Tallahassee*)
- June 22-24, 2021 (*USF, Tampa*)
- August 31-September 1, 2021 (*FAU, Boca Raton*)
- October 6, 2021 Facilities Committee; Budget & Finance Committee Workshops (*FGCU, Ft. Myers*)
- November 3-4, 2021 (*FIU, Miami*)
- January 25-26, 2022 (*FSU, Tallahassee*)
- March 29-30, 2022 (*UNF, Jacksonville*)

XII. Closing Remarks and Adjournment

Cliff Otto, Chair

**Florida Polytechnic University
Board of Trustees
February 17, 2021**

Subject: University Growth Plan Update

Proposed Board Action

Approve revision of the Carry Forward budget.

Background Information

Two items came out of last year's merger attempt that need to be addressed before this year's legislative session. The first item is a growth plan that shows how the University will increase in size and scope. The second item is how that growth plan will support our mission and a general idea of the state funding needed to support that plan.

This presentation will address student growth, employee growth, and facility needs as well as recommended changes to the Carry Forward budget.

Supporting Documentation: Florida Polytechnic Growth Plan PowerPoint

Prepared by: Randy K. Avent, President



FLORIDA POLYTECHNIC
UNIVERSITY

Florida Polytechnic University Growth Plan

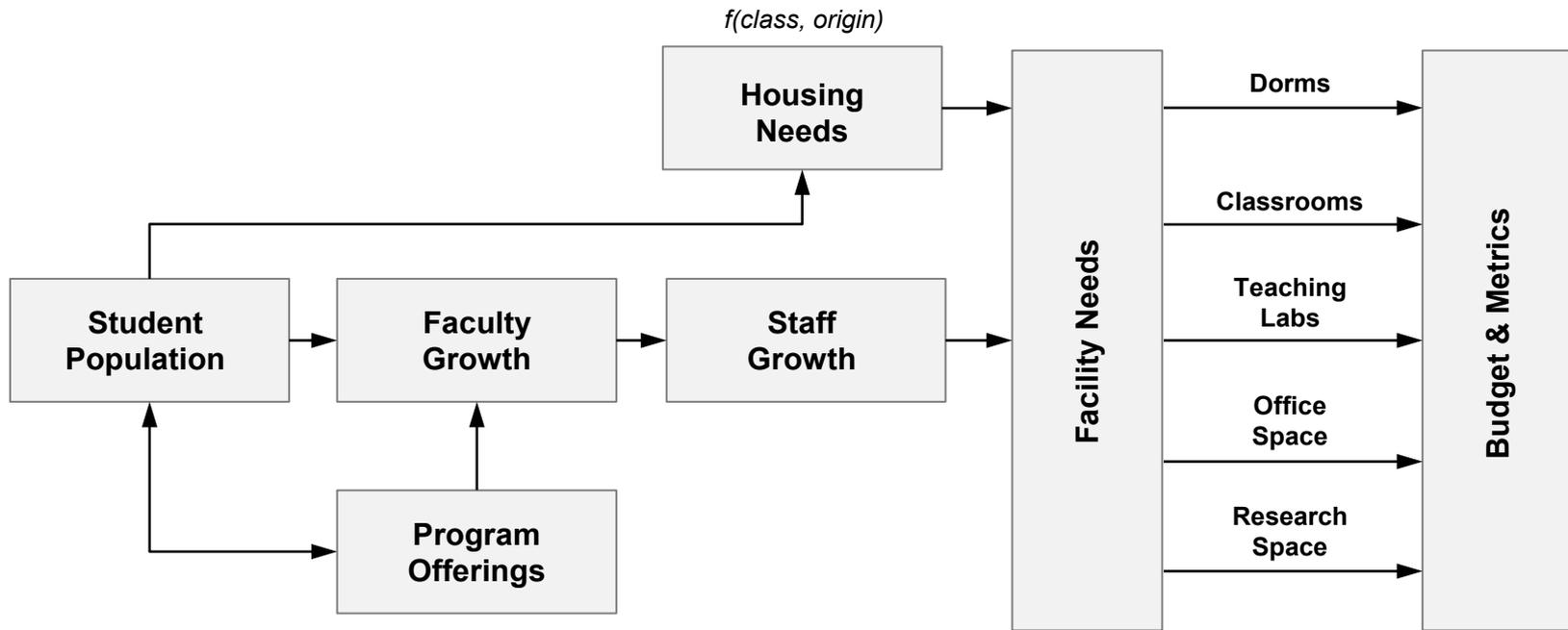
Randy K. Avent
17 February 2020

Florida Poly Differentiation

- **Three-year plan (2024)**
 - Top 25 Undergraduate Engineering program (USNWR, no Doctorate)
 - 1800 students, 325 yearly graduates
- **Five-year plan (2026)**
 - Top 15 Undergraduate Engineering program (USNWR, no Doctorate)
 - 2000 students, 375 yearly graduates
- **Ten-year plan (2031)**
 - Top 10 Undergraduate Engineering program (USNWR, no Doctorate)
 - 3000 students, 650 yearly graduates

Florida Polytechnic University will be an Undergraduate Engineering University of Distinction

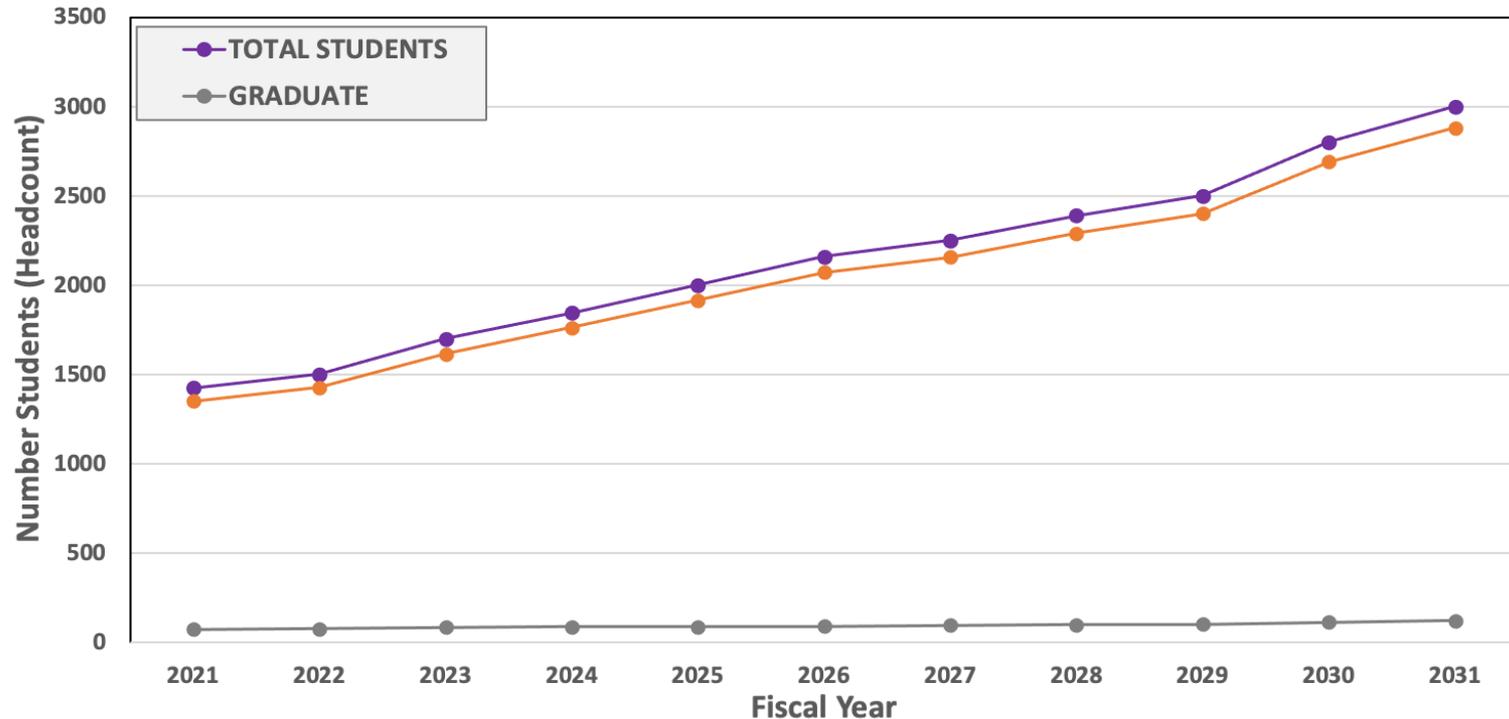
Growth Approach



Outline

- Introduction
 - **Student growth**
 - **Employee growth**
 - **Facility needs**
 - **Summary**
-

Student Enrollment



- Institution remains focused on undergraduate engineering with a smaller but growing graduate presence
- Decisions to introduce Doctoral programs in late 2020s

Growth Approach

- **Strengthen the institution while not competing with other SUS universities**
- **Grow the student body by attracting new students and/or retaining existing ones**
- **Address FY2027 workforce gaps as identified by the Department of Economic Opportunity (DEO)**
- **Maximize commonality to reduce costs while providing more student options**



Program Approach

- Bring FIPR on campus to grow Environmental Engineering
- Use Environmental Engineering to launch Civil Engineering
- Grow Industrial Engineering out of Data Science and Business Analytics (DSBA) and Mechanical Engineering
- Make Financial Analytics (FINTECH) and Marketing Analytics concentrations in DSBA with potential paths to independent programs
- Consider adding Computer & Information Systems as a joint program out of Computer Science and Business Analytics

Outline

- Introduction
- Student growth
- **Employee growth**
- **Facility needs**
- **Summary**

Staff and Administration

• Faculty-to-Administration

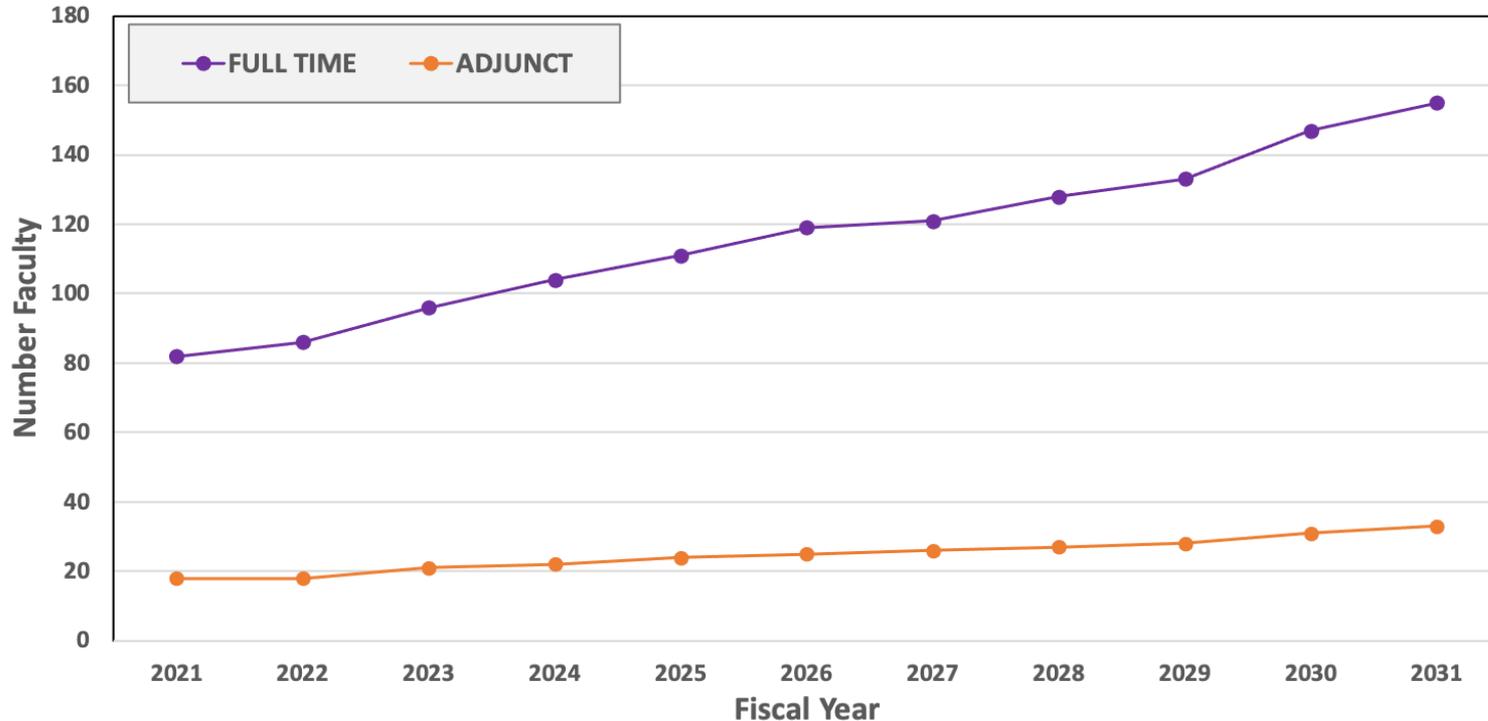
UNIVERSITY	FACULTY	ADMIN	RATIO
UF	4,560	683	6.7
FAMU	762	131	5.8
UNF	976	169	5.8
USF	3,025	589	5.1
FGCU	826	169	4.9
UCF	2,379	533	4.5
FSU	2,134	496	4.3
FIU	2,352	573	4.1
FAU	1,455	361	4
NCF	131	34	3.9
UWF	579	174	3.3
FPOLY	92	34	2.7

• Staff-to-Faculty

UNIVERSITY	FACULTY	STAFF	RATIO
FGCU	452	340	0.75
FAU	1598	1485	0.93
USF	3884	4393	1.13
UWF	589	722	1.23
UNF	922	1155	1.25
NCF	101	176	1.74
FIU	1910	3406	1.78
FAMU	634	1140	1.80
UCF	1961	3581	1.83
POLY	94	173	1.84
UF	4054	9881	2.44
FSU	1752	4369	2.49

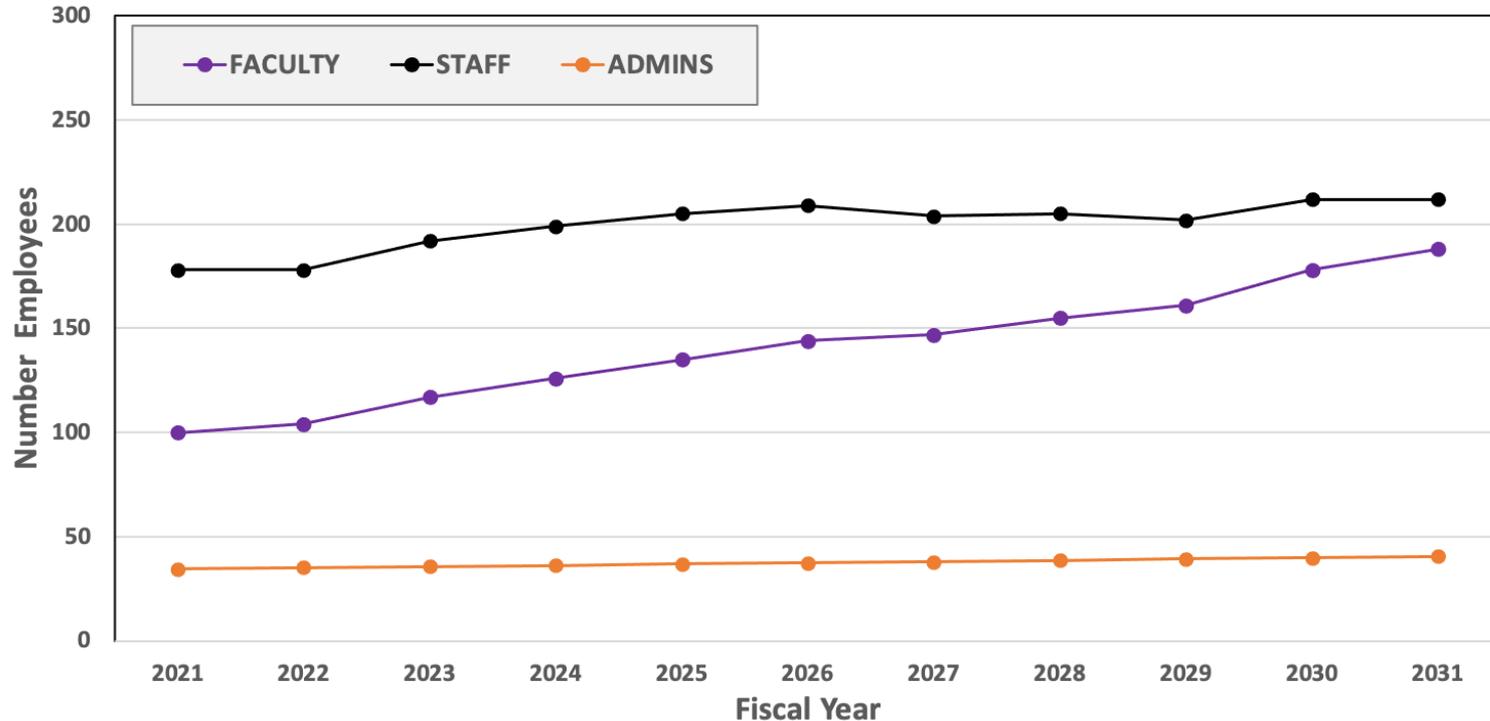
- Administrators defined by BOG as “leadership”
- Continue focus on growing faculty while investing in making administration more efficient
- Become “middle of the pack” in both categories

Faculty Growth



- **Maintain a Student-to-Faculty ratio between 15 and 17**
- **Limit student credit hours taught by adjuncts to 20%**
- **Grow full-time faculty at 7.25% over the next 10 years**

Staff Growth

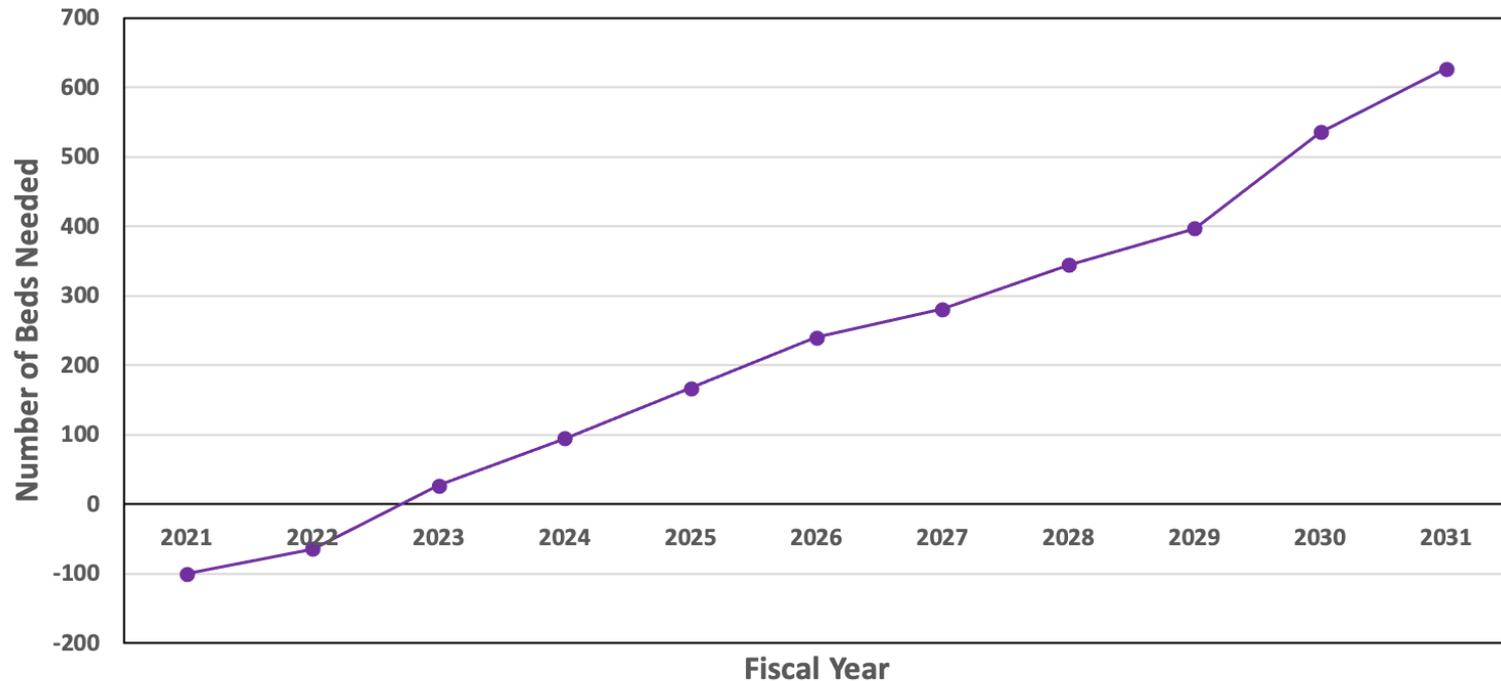


- Limit administrative growth to 1.5% and staff growth to 2.0%
- Plan provides for rank(F:A)=7 and rank(S:F)=4
- Maintain a flat and consistent University structure that provides professional development pathways

Outline

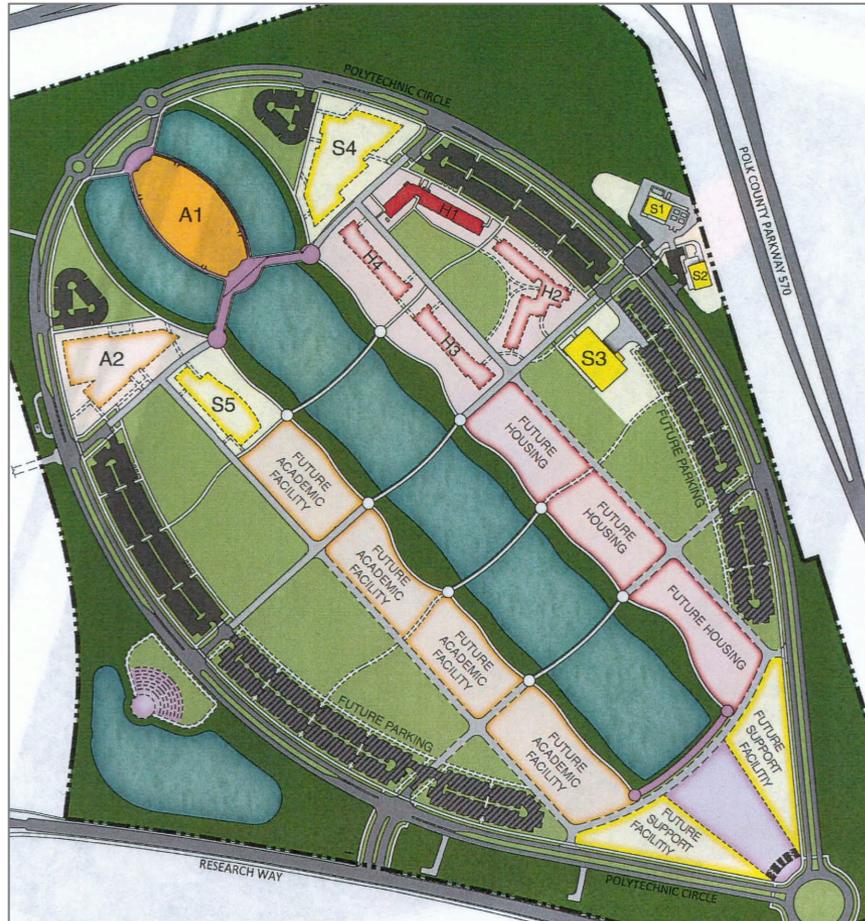
- Introduction
- Student growth
- Employee growth
- **Facility needs**
- **Summary**

Student Housing



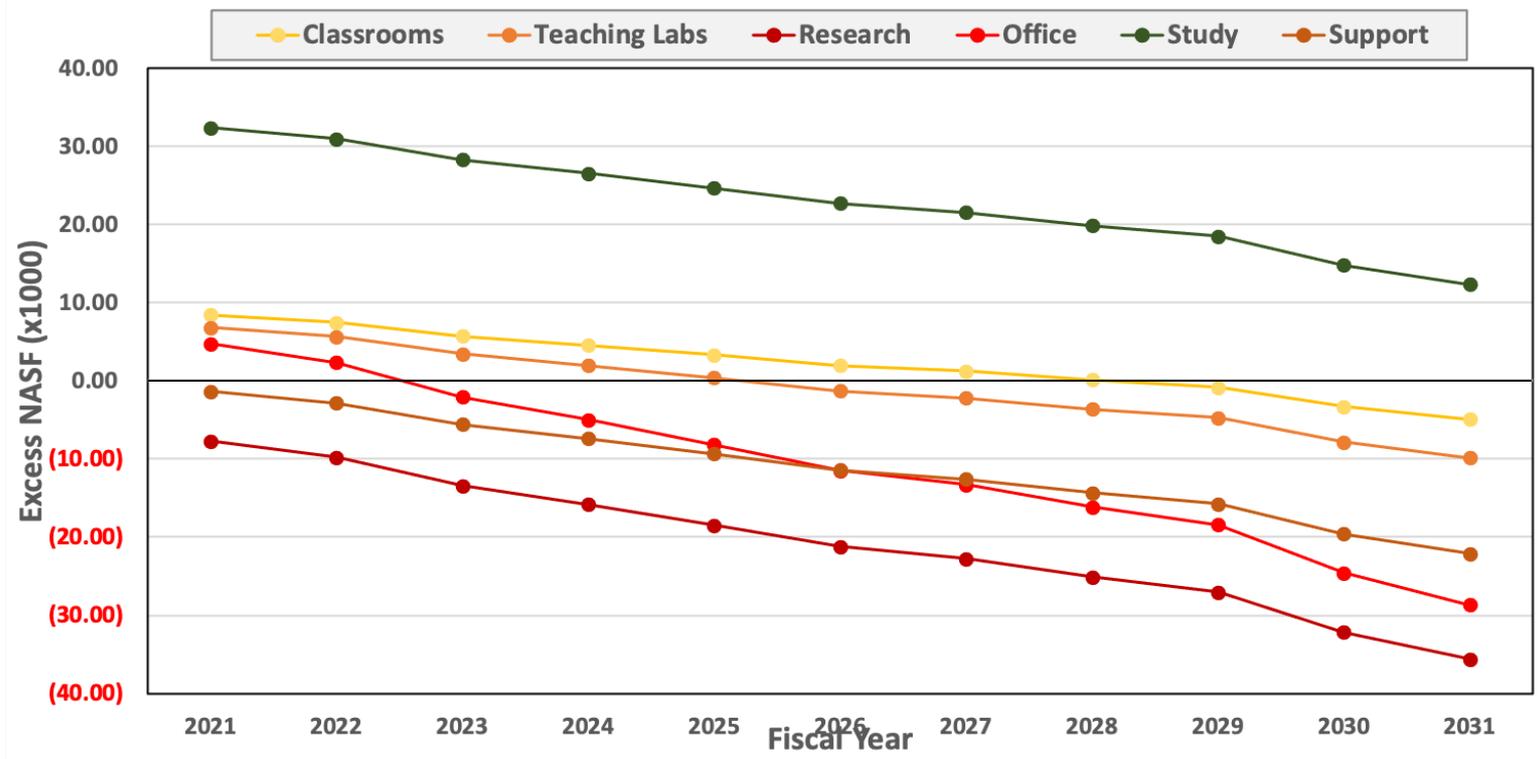
- **Based on the Brailford & Dunlavy report, October 2014**
- **Allows approximately 46% of students to live on campus**
- **Details depend on surrounding property development**
- **Tradeoff between when to build and size needs exploring**

Master Plan Buildout



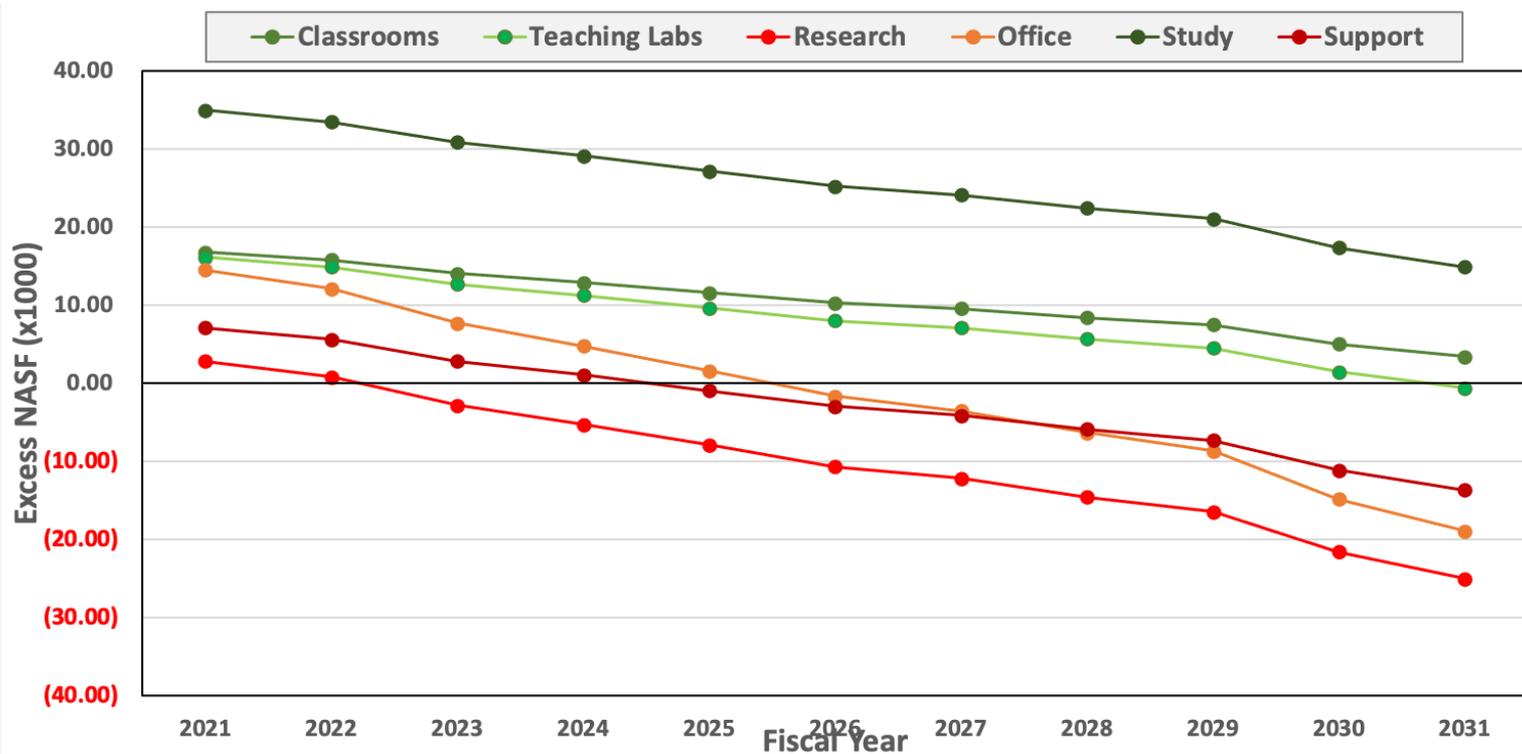
- **Ponds split the campus roughly North-South**
 - East side reserved for student life
 - West side reserved for academic life
- **University-built structures adjacent to ponds, P3 structures adjacent to Polytechnic Circle**
- **Primary space provided for**
 - Three “iconic” buildings (IST, ARC, SAC)
 - Six dorms (two through P3s)
 - Four academic buildings
 - Administrative building
 - Support buildings (Wellness, CCC, Admissions, SDC, ...)

Current Facilities



- Excessive study space from commons and hallways with desks
- STEM focus not reflected in teaching labs, excess office space off campus
- Critical need for research, office and student support space prevents future growth of the University

Future Campus with ARC



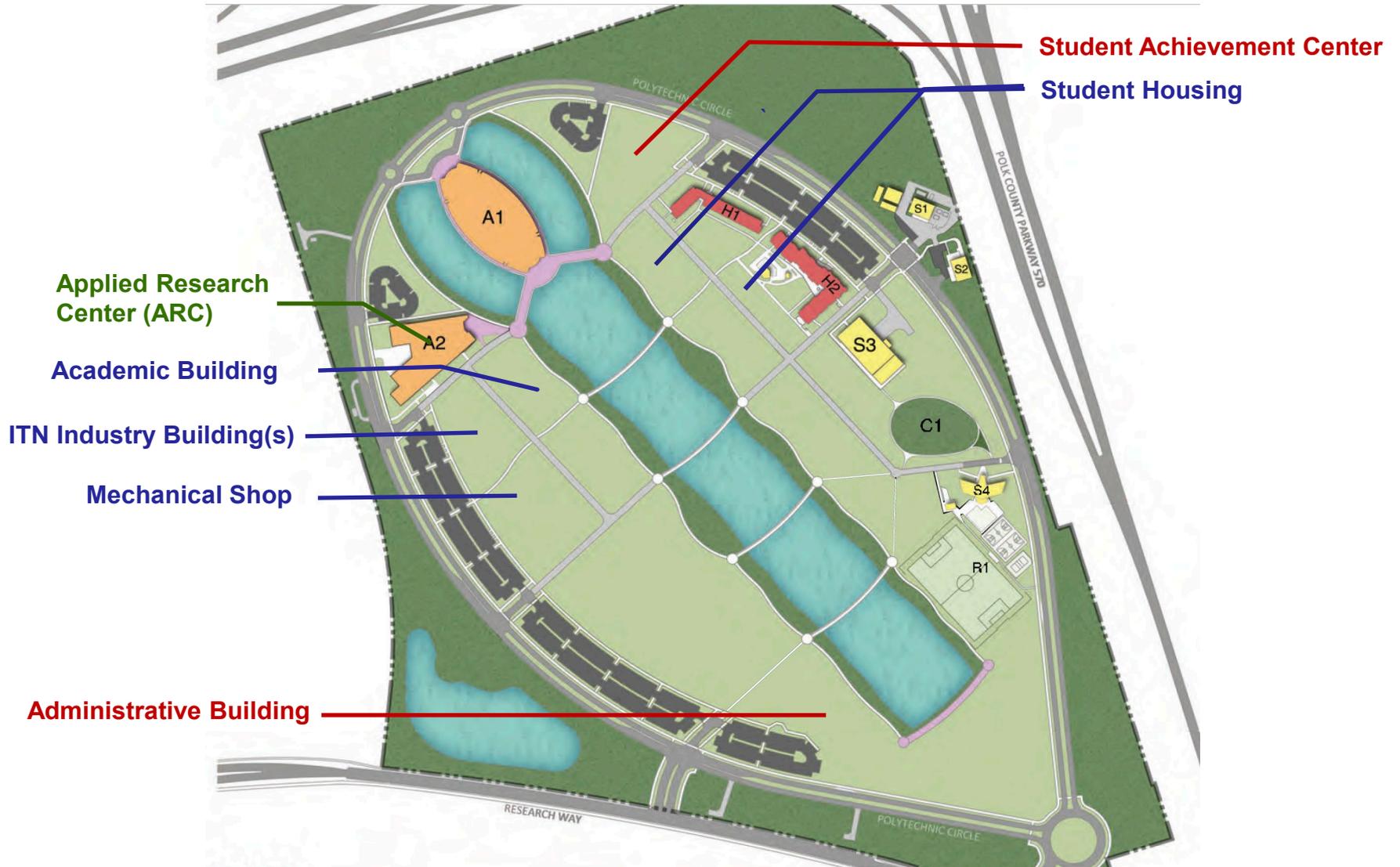
- Applied Research Center provides space to grow campus to ~2300
- Long-term need for office, research and support space remains
- Need an additional building to grow the campus to 3000 students
- Potential exists for creative use of new dorm as a “capacitor”

Ten-Year Campus Master Plan

- **Complete the Applied Research Center (~66,681 NASF)**
 - Requires \$14.9M in funding to complete and populate with FFE
- **Build FIPR facility (10-20,000 NASF)**
 - Funded through the Trust Fund, Carry Forward and/or a P3 paid by leasing the Bartow facility
- **Build Industry research center(s) (10-20,000 NASF each)**
 - Funded through a P3, FLPOLY provides infrastructure
- **Build academic building late 20s (~57,000 NASF)**
 - Funded through combination of PECO and donations
- **Build student housing with the University designing and managing the facility**
 - Funded through lease agreement with private developer



Layout Options





Campus Infrastructure



- **Campus infrastructure in place for northern half of campus**
 - Supports construction of the 10-year plan as proposed
- **Chiller plant needs upgrading to support future growth**
 - \$1.1M currently allocated
 - Expected completion
- **Potential projects**
 - Parking Lot #5
 - Reclaimed water to Campus Control Center

Outline

- Introduction
 - Student growth
 - Employee growth
 - Facility needs
 - **Summary**
-

Applied Research Center

- **PECO funding for Applied Research Center bleak**
 - Governor's budget allocated \$0 for University PECO projects
 - Conversations with Legislative leadership not encouraging
- **Carry Forward funding could also be a legislative target**
 - Carry Forward funds would offset cuts in GR funds
 - Governor's budget does not appear to use this approach
- **Roughly \$4.135M committed for the ARC in the current Carry Forward budget**
 - Preserved those funds for other capital infrastructure projects in the hope that ARC would be fully funded
 - Propose we now obligate those funds on completing critical portions of the ARC
 - Focus construction on office space to address most critical need
- **Obligate remaining funds to construct the Mechanical Shop on campus for FIPR**

- **FIPR currently located in Bartow**
 - Florida Poly owns facilities: land is owned by US Steel
 - Facilities need significant investments
 - Potential exists for leasing facility and using that revenue to fund FIPR
- **FPIR is a catalyst for building a new Environmental Engineering program**
- **Authority to use Carry Forward funds for Capital Outlay projects expires 2022**
- **Propose building approved shop space on campus in two phases**
 - Phase 1 would include ~8000 NASF facility with outdoor “dirty” lab space
 - Phase 2 would be funded later through donor contributions
 - Project funding would currently be funded at \$2.0M



Current Carry Forward Plan

	Approved Carry Forward Budget			
	Budget	Actual	Obligations	Balance
Mandated BOG Reserve 7% of GR	\$2,544,311			\$2,544,311
ARC	\$4,135,417			\$4,135,417
Equipment Leases (Laptops)	\$807,692	\$411,908	\$303,574	\$92,211
Wireless Controller Update	\$75,000	\$10,193	\$54,719	\$10,088
Emergency Call Tower Cellular Replacement		\$7,850	\$650	(\$8,500)
Add budget to true up amt on final CF schedule, approved by BOT	\$4,697			\$4,697
Student System Implementation	\$1,314,136		\$88,000	\$1,226,136
Univ Emergency due to Covid and/or Budget Reduction	\$1,000,000	\$22,669	\$107,475	\$869,856
OPS appointment for Marsha Leap	\$132,764	\$51,326	\$2,559	\$78,879
Campus Generators	\$200,000			\$200,000
Faculty Start-Up	\$185,000			\$185,000
Support Training For Faculty	\$398,630			\$398,630
Advanced Mobility Institute	\$450,000	\$14,301	\$80,000	\$355,699
Advanced Mobility Institute 2	\$193,693	\$64,610	\$390	\$128,693
Total as of 1-6-21	\$11,441,340	\$582,855	\$637,367	\$10,221,118



Proposed Carry Forward Changes

FLORIDAPOLY

	Approved Carry Forward Budget				Amended Carry Forward Budget		
	Budget	Actual	Obligations	Balance	Obligate Now	Commit	Balance
Mandated BOG Reserve 7% of GR	\$2,544,311			\$2,544,311	\$2,544,311		
ARC (PRIMARILY OFFICE SPACES)	\$4,135,417			\$4,135,417	\$4,135,417		
Wireless Controller Update	\$75,000	\$10,193	\$54,719	\$10,088	\$10,088		
Emergency Call Tower Cellular Replacement		\$7,850	\$650	(\$8,500)	\$8,500		
Add budget to true up amt on final CF schedule, approved by BOT	\$4,697			\$4,697	\$4,697		
Equipment Leases (Laptops)	\$807,692	\$411,908	\$303,574	\$92,211	\$92,211		
Student System Implementation	\$1,314,136		\$88,000	\$1,226,136			
Univ Emergency due to Covid and/or Budget Reduction	\$1,000,000	\$22,669	\$107,475	\$1,000,000			
OPS appointment for Marsha Leap	\$132,764	\$51,326	\$2,559	\$78,879			
Campus Generators	\$200,000			\$200,000			
Faculty Start-Up	\$185,000			\$185,000			
Support Training For Faculty	\$398,630			\$398,630			
Advanced Mobility Institute	\$450,000	\$14,301	\$80,000	\$355,699		\$355,699	
Advanced Mobility Institute 2	\$193,693	\$64,610	\$390	\$128,693		\$128,693	
OPS					\$866,331		
Expected Payout					\$76,369		
Facilities					\$33,725		
Student Affairs					\$95,220		
Mechanical Shop						\$2,000,000	
Total as of 1-6-21	\$11,441,340	\$582,855	\$637,367	\$10,351,262	\$7,866,869	\$2,484,393	(\$0)

- **Need vote to approve the new Carry Forward budget in the form used for submittal to the BOG**

**Florida Polytechnic University
Board of Trustees
February 17, 2021**

Subject: Operations Plan 2020-2021 Update

Proposed Board Action

Information only – no action required.

Background Information

President Randy Avent will give an update on the year-to-date progress made on the operational plan. This update will go through each of the six thrust areas and provide insight into what has been accomplished and what remains. He will also discuss additional areas of focus for FY 2022.

Supporting Documentation: Operations Plan 2020-2021 PowerPoint

Prepared by: Randy K. Avent, President



FLORIDA POLYTECHNIC
UNIVERSITY

Operational Goals FYE21

Randy K. Avent
17 February 2021

Outcome Metrics

	FY20	Peers	SUS Average	FY21	
RANKING					
USNWR Regional				<25	
USNWR Engineering					
DEGREE ALIGNMENT					
% Graduates Employed or Enrolled	67.5%		69%	73%	●
Median Wages for BS Graduates	\$ 54,800		\$ 38,620	\$ 45,000	●
% BS Programs in Strategic Emphasis	100.0%	79%	52%	100.0%	
% Grad Programs Strategic Emphasis	100.0%	67%	60%	100%	
STUDENT SUCCESS					
FTIC 4-year Graduate Rate	40%	37%	47%	38%	●
Academic Progress Rate	65%	82%	84%	77% (72%)	●
% HS students in top 10%	25%		22%	22%	●
% BS Degrees w/o Excess Hours	89%		79%	75%	
6-Yr Graduation Rate		65%	68%	51%	
Time-to-Degree	4		4.3	4.5	
ECONOMIC DEVELOPMENT					
% BS with 2+ Workforce Experiences	73%		38%	75%	●
Research Expenditures (\$K)	\$ 1,300			\$ 750	
Number BS Degrees Awarded	239	867		320 (290)	
Number Grad Degrees Awarded	8	554		18 (17)	
UG Headcount	1267	4161		1300	
G Headcount	48	1482		59	
AFFORDABILITY					
Average Cost to Student	\$ (5,790)	\$ 22,265	\$ 6,374	\$ 2,000	
University Access Rate	30%	26%	39%	32%	●
% 15+ Hours	32%			32%	
% Instruction Online	0%			0%	

Grey text includes metrics in the Accountability Report but not PBF

COVID-related concerns: ● High ● Moderate



Admissions Highlights

- **Fall 2021 applications and deposits are strong**
 - Applications up 13% (YOY FY20) and deposits up 49%, board scores returning to Fall 2019 levels, GPA flat but quality still strong
 - Graduate and Transfer applications are currently holding flat
 - Diversity lagging reflecting COVID national trends
 - Many reasons to be cautiously optimistic
- **New spring UG students doubled**
- **Strong focus on out-of-state: increase in applications by 66%**
 - Must address out-of-state waivers, a win-win approach for everyone
- **Growth plan initiatives continue**
 - Continued focus on branding using video digital content on popular conduits
 - Content for USNWR bi-folds being designed and targeted for April rankings
 - New concentrations and programs for growth in place
 - Innovative freshman coding certificate added for fall
 - Student affinity programs continue to grow and attract students
 - Signed MOU with Florida Southern for 4+1 STEM to MBA program

Admissions Dashboard

	FY20	FY21	Measurements	
Number of New Students				
Number FTIC	320	359	September, 2021	
Number Transfer	70	80	September, 2021	
Number Special Programs	40	50	September, 2021	
Number Graduate	30	40	September, 2021	
Total number spring admits			January, 2021	
Quality of Students				
Average SAT	1305	1310	September, 2021	●
Average ACT	28	29	September, 2021	●
Average GPA	4	4.2	September, 2021	●
Calculus Ready	85%	90%	September, 2021	●
Top 10% in HS class	22%	25%	September, 2021	●
Diversity of Students				
Percent Out-of-State Students	4%	5%	September, 2021	
Percent Female Students	18%	20%	September, 2021	●
Percent Diverse Students	39%	41%	September, 2021	●
Branding Metrics				
% Acceptance Rate	51%	50%	September, 2021	●
% Yield	40%	40%	September, 2021	●
Completed Applications	1427	1300	September, 2021	

- **Increase the student population, quality, and diversity (racial, gender and geographic)**

COVID-related concerns: ● High ● Moderate

Student Progression Highlights

- **Intentional focus on concerns around student engagement**
 - First semester approach centered on staying healthy and mostly remote (22/0/78)¹
 - Second semester increased in-person classes with mandatory COVID testing of all returning students, employees and vendors on campus (12/36/52)¹
 - Implemented testing infrastructure and tracking processes
 - Intentional and directed support for students struggling academically
 - Implemented a Foundation of Academic Success class with over 170 students
- **Improvements in support services in “gateway” courses to improve Academic Progress Rate (APR)**
 - Implemented appropriate COVID “grade forgiveness” policy
 - Tutoring continues through Canvas with online scheduling and access
- **Improvements in graduation rates ongoing**
 - Academic Success Center uses degree audits to ensure students stay on track
 - Course availability improvements driven by degree audits continues
 - Policy that limits course withdrawals near final vote

¹ (remote/in-person/flex)



Student Progression Dashboard

	FY20	FY21	Measurements	
Progress Rate				
FTIC Persistence (Fall-to-Spring)	96%	96%	September, 2021	●
Retention (Fall-to-Fall)	69%	74%	September, 2021	●
% Students meeting APR standards but did not return	11%	10%	September, 2021	
DFW rates in Pre-Calculus & Calculus	36%	32%	May, 2021	●
4-year Graduation Rate				
2nd-to-3rd year cohort retention	83%	85%	September, 2021	●
3rd-to-4th year cohort retention	90%	90%	September, 2021	●
Percent 2nd-year cohort on track for 4-year graduation	56%	56%	September, 2021	●
Percent 3rd-year cohort on track for 4-year graduation	49%	53%	September, 2021	●
Percent 4th-year cohort on track for 4-year graduation	36%	40%	September, 2021	●
6-year Graduation Rate				
Percent 5th-yr cohort on track for 6-year graduation	49%	49%	September, 2021	●
Percent 6th-year cohort on track for 6-year graduation	42%	42%	September, 2021	●

- **Help students succeed while at Poly (APR, graduation rates, ...) and after (high-demand majors, hard & soft skills, internships, careers, ...)**

COVID-related concerns: ● High ● Moderate



Student Experience Highlights

- **Senior Capstone projects are in full swing**
- **Continued building opportunities for internships**
 - Working on partnership with USF for SOCOM capstone projects, internships
 - Early phases of similar partnership with Patrick AFB
- **External internships lagging because of COVID**
 - Entrepreneurship program is addressing these gaps
- **Career opportunities remain a large focus**
 - Career fair planned for February with virtual and face-to-face components, resume reviews, mock interviews, career planning, ...
 - Specialized Career Connections in March for Computer Science & Engineering
- **Student Experience responded to national concern that students needed to connect and interact**
 - Virtual student connection platforms completed (e.g, student union, Phoenix Link, ...)
 - Club sports are being added (men's lacrosse, women's soccer, archery)
 - Affinity groups continue opportunities (Band, NUPOC, Esports, Robotics, ...)
 - Club Row event held over two days with other activities (chess tournament, ...)

Student Experience Dashboard

	FY20	FY21	Measurements
Noel-Levitz Survey Responses			
Academic Advising Effectiveness	5.13	5.39	September, 2021
Campus Climate	5.44	5.71	September, 2021
Campus Life	4.6	4.83	September, 2021 ●
Campus Services	5.16	5.42	September, 2021
Instructional Effectiveness	5.23	5.49	September, 2021 ●
Recruitment & Financial Aid Effectiveness	5.26	5.52	September, 2021
Registration Effectiveness	4.98	5.23	September, 2021
Safety and Security	5.4	5.67	September, 2021
Student Centeredness or Student Focused	5.22	5.48	September, 2021

- **Create a student-facing experience that results in a high Net Promoter Score (NPS) while not being a “helicopter university”**

COVID-related concerns: ● High ● Moderate



Graduate Program Highlights

- **Work on key Graduate Program documents continues**
 - Graduate Student Handbook--Completed
 - Graduate Catalog and Student Handbook and companion Undergraduate Catalog and Student Handbook will be separate and both web-based next year
- **Infrastructure and processes that support the program and expectations are maturing**
 - Types of programs (thesis, project, non-thesis) need further defining
 - Supporting thesis-based degrees continues to require the most work
- **Work in research centers like FIPR, AMI and Health Systems Engineer continues**
 - FIPR Packed Column jig work is in full swing
 - Hardware-in-the-Loop (HWIL) emulation development for AMI in play
 - HSE Center continues to grow partnerships (e.g., LRH, AdventHealth, Tallahassee Memorial Hospital, Family CareSpace); Graduate curriculum under development
- **Foundation for a professional evening program offering M.S. in Engineering, Engineering Management is in place**
 - SACSCOC approved substantive change for <50% online classes

Graduate Program Dashboard

	FY20	FY21	Measurements	
Graduate Program				
Incoming graduate class size	30	32	September, 2021	●
Total number of graduate degees conferred	17	17	May, 2021	
Percent extramural funded graduate students	9%	10%	May, 2021	●
Number courses with distance delivery	0	2	September, 2021	●
Number graduate degree programs	2	3	September, 2021	●

- **Grow and mature a graduate program that values research and professional education**

COVID-related concerns: ● High ● Moderate



University Funding Highlights

- **Virtual legislative visits (7) continue as "Rules of Engagement" this session evolves**
- **Executive Leadership Initiative held second event on the "Economy of the Americas"**
- **Budget discussions with senior members paint bleak picture**
 - House cut \$357M to post-secondary education
 - Governor's Budget cuts Florida Poly \$1.2M with no PECO funding
 - Senate expected to cut even further
- **Performance Funding and Carry Forward remain at risk; Universities of Distinction even less likely than last year**
- **Auxiliaries down with less students on campus**
- **Advancement funding has been strong**
 - Unrestricted and endowment balances growing and pipeline for gifts at \$30.2M
 - Numerous infrastructure projects completed (Blackbaud database migration, board appointments, independent financials, improved investment management, ...)

University Advancement Dashboard

	FY20	FY21	Measurement	
Recurring State Funding				
Base budget	\$ 36,414,403	\$ 37,500,000	June, 2021	●
Nonrecurring State Funding				
Performance Based Funding	\$ -	\$ 3,300,000	June, 2021	●
Universities of Distinction funding	\$ 330,000	\$ 330,000	June, 2021	●
Capital Funding (PECO) \$K	\$ -	\$ 13,000	June, 2021	●
Tuition & Fees collection	\$ 2,066,379	\$ 2,500,000	September, 2021	●
Auxiliary Funding				
Auxiliaries	\$ 399,696	\$400,000	June, 2021	●
Foundation Funding				
Unrestricted funds	\$ 914,508	\$ 745,216	June, 2021	
Endowment funds	\$ 1,661,416	\$ 2,186,039	June, 2021	

- **Secure support and funding to keep the University independent and growing with a strong reputation**

COVID-related concerns: ● High ● Moderate

Faculty Development Highlights

- **Primary focus on hiring continues**
 - Hired two new faculty last semester with two more in process
 - Twenty-eight (28) openings are being heavily advertised with focus across the board from Assistant to Full Professors
 - Leadership in Computer Science, Electrical & Computer Engineering, Engineering Mathematics, Natural Sciences and Graduate Program also advertised
- **Continued conversations on importance of peer-reviewed research to individual academic success**
 - Submitted 26 grant applications thus far for a total project cost of \$32M
- **Conference travel remains cancelled due to COVID**



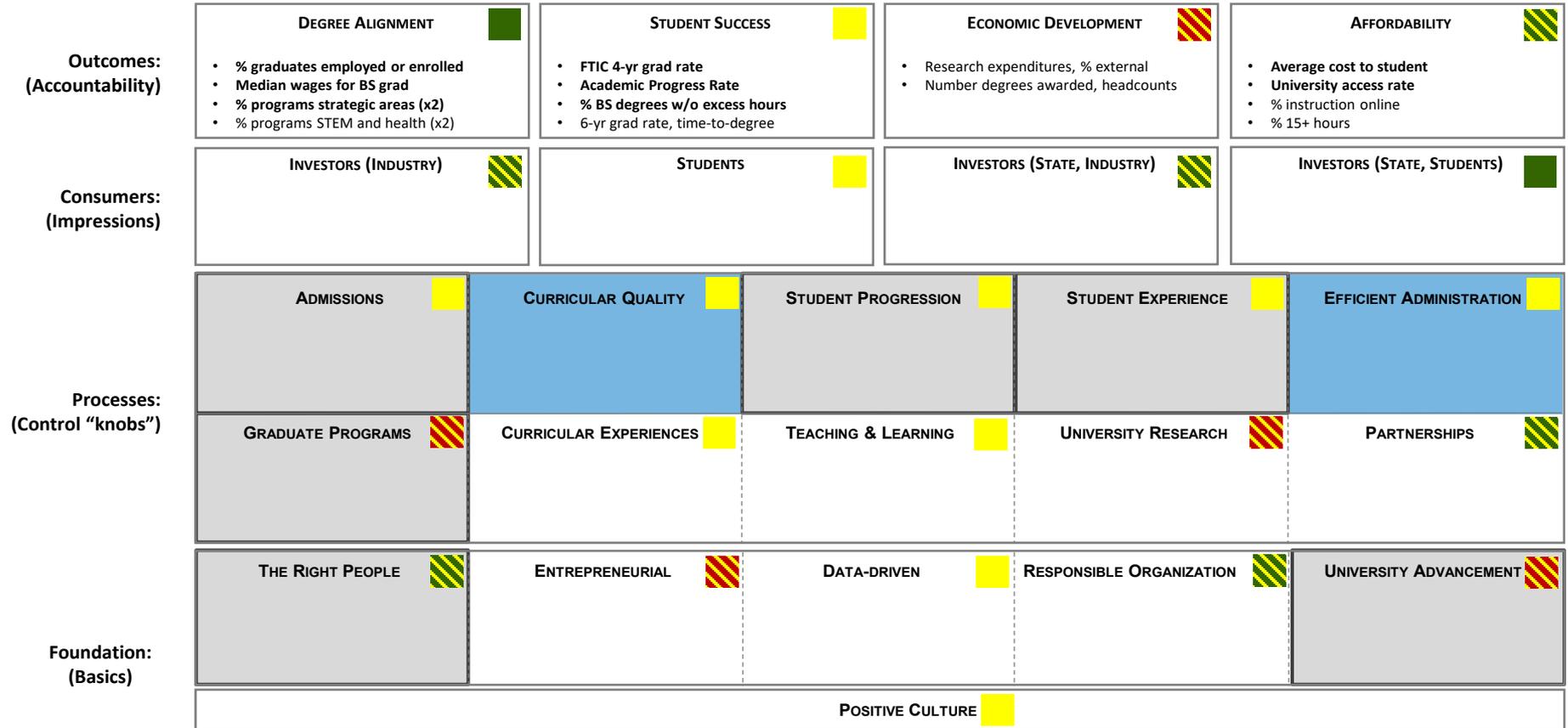
Faculty Development Dashboard

	FY20	FY21	Measurement	
Faculty Hires				
Number Assistant Professor hires	11	8	June, 2021	●
Number Associate Professor hires	1	2	June, 2021	●
Number Professor hires	0	0	June, 2021	●
% Diversity	84%	84%	June, 2021	
Faculty Development				
Dollars expended on professional development funds	\$ 97,763	\$ 175,000	June, 2021	●
% faculty completing formal training for online delivery	0%	75%	June, 2021	
Faculty Production				
Total number external grant proposals	33	45	June, 2021	
Total Research Expenditures	\$ 751,000	\$ 1,000,000	June, 2021	
Research Expenditures from External Sources	\$ 304,000	\$ 491,000	June, 2021	
Number faculty awards	0	0	June, 2021	
Economic impact	0	0	June, 2021	

- Create faculty excellence around the tripartite mission of teaching, research and service

COVID-related concerns: ● High ● Moderate

Balanced Scorecard



- Outcome metrics define institutional performance in PBF
- Continued focus on last-year's areas in addition to two new areas

Suggested Focus Areas FY22

FOCUS AREAS 2021

- **Admissions**
- **Student progression**
- **Student experience**
- **Graduate program**
- **University Funding**
- **“The Right People”**
 - Faculty Development

ADDITIONAL AREAS 2022

- **Curricular Quality**
 - SACSCOC reaffirmation
- **Efficient Administration**
 - Budgeting
 - Operations
 - Organizational structure
 - Resiliency planning
 - Campus construction
 - Central Data Management
- **“The Right People”**
 - Diversity, Equity & Inclusion



SACSCOC Reaffirmation

- **SACSCOC accreditation consists of the Compliance Certification and the Quality Enhancement Plan (QEP)**
 - This five-year reaffirmation is more complex than the initial accreditation because it focuses more on showing evidence of compliance
 - The QEP develops a program around a specific institutional issue of interest
- **Internal committees have been formed and an initial visit with our liaison (Dr. Nuria Cuevas) completed**
- **QEP is likely to be on the topic of student success**
- **Schedule**
 - **Assessments**: Mid-year due February; Final due June
 - **Compliance Certification**: first draft due May; Final due September 7
 - **Offsite Committee** conducts thorough review and identifies areas it feels are not in compliance, we have until January 10 to respond
 - **Onsite Committee** focuses site visit on those areas and QEP end of February 2022
 - Decision and announcement made at December 2022 SACSCOC board meeting

**Florida Polytechnic University
Board of Trustees
February 17, 2021**

Subject: Approve Foundation Board of Directors' Re-Appointments

Proposed Action

Approve the following reappointments to the Florida Polytechnic University Foundation Board:

- Cindy Alexander
- Todd Baylis

Background Information

Please see supporting documentation under "Finance & Facilities Committee"

Supporting Documentation: Please see supporting documentation under "Finance & Facilities Committee"

**Florida Polytechnic University
Board of Trustees Meeting
February 17, 2021**

Subject: Governance Committee: Consent Agenda Items

Proposed Action

Approve the following items:

1. Approve New Regulation FPU-3.00611 Anti-Hazing
2. Approve Repeal of Policy FPU-3.0062P Anti-Hazing
3. Approve Revised Policy FPU-1.001P Policy Creation and Development Process: Non-Academic Policies
4. Approve FPU-5.0096AP Graduate Degree Graduation Requirements

Background Information

Please see background information in the materials for the Governance Committee.

Supporting Documentation: Please see background information in the materials for the Governance Committee.

**Florida Polytechnic University
Board of Trustees Meeting
February 17, 2021**

Subject: Strategic Planning Committee: Consent Agenda Items

Proposed Action

Approve the following items:

1. Approve Revised Strategic Planning Committee Charter

Background Information

Please see background information in the materials for the Strategic Planning Committee.

Supporting Documentation: Please see background information in the materials for the Strategic Planning Committee.

**Florida Polytechnic University
Board of Trustees Meeting
February 17, 2021**

Subject: Board of Trustees: Consent Agenda Items

Proposed Action

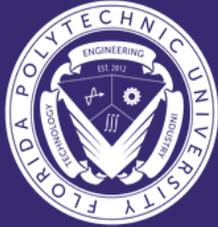
Approve the following items:

1. Approve the November 18, 2020 Board of Trustees Meeting Minutes
2. Approve the February 2, 2021 Board of Trustees Meeting Minutes

Background Information

N/A

Supporting Documentation: November 18, 2020 and February 2, 2021 Board of Trustees meeting minutes



Board of Trustees Meeting

DRAFT MEETING MINUTES

Tuesday, February 2, 2021
1:00 – 1:15 PM

Florida Polytechnic University WEBEX TELE-CONFERENCE MEETING

I. Call to Order

Chair Cliff Otto called the meeting to order at 1:04 p.m.

II. Roll Call

Kris Wharton called the roll: Chair Cliff Otto, Trustee Connor Coddington, Trustee Earl Sasser, Trustee Bob Stork, Trustee Narendra Kini, Trustee Beth Kigel, and Trustee Gary Wendt were present (Quorum).

Trustees not present: Vice Chair Mark Bostick, Trustee Ala' J. Alnaser, Trustee Lyn Stanfield, Trustee Laine Powell

Staff present: President Randy Avent, Provost Terry Parker, Ms. Gina DeIulio, Dr. Tom Dvorske, Mrs. Kris Wharton

III. Public Comment

There were no requests for public comment.

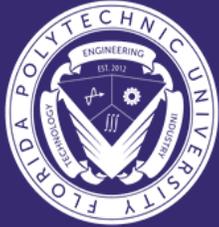
IV. Re-approval of the Bachelor of Science in Cyber Security Engineering Degree

Provost Terry Parker gave a brief explanation of why the Board is being asked to re-approve this degree since it was already approved in May 2020. The degree program remains the same as presented last May; only a few of the tables were updated to reflect updated information such as the number of faculty who will support the degree program. No further discussion ensued.

Trustee Gary Wendt made a motion to re-approve the Bachelor of Science in Cyber Security Engineering Degree. Trustee Beth Kigel seconded the motion; a vote was taken, and the motion passed unanimously.

V. Closing Remarks and Adjournment

With no further business to discuss, the meeting adjourned at 1:07 p.m.



Board of Trustees Meeting

DRAFT MEETING MINUTES

**Wednesday, November 18, 2020
8:00 AM – 9:00 AM, and
10:30 AM – 12 NOON**

Florida Polytechnic University WEBEX TELE-CONFERENCE MEETING

I. Call to Order

Chair Cliff Otto called the meeting to order at 8:00 a.m.

II. Roll Call

Kris Wharton called the roll: Chair Cliff Otto, Vice Chair Mark Bostick, Trustee Connor Coddington, Trustee Ala' J. Alnaser, Trustee Earl Sasser, Trustee Bob Stork, Trustee Narendra Kini, Trustee Lyn Stanfield, Trustee Beth Kigel, Trustee Laine Powell, and Trustee Gary Wendt were present (Quorum).

Trustees not present: N/A

Staff present: President Randy Avent, Provost Terry Parker, Mr. Mark Mroczkowski, Ms. Gina DeJulio, Mrs. Kathy Bowman, Mrs. Kris Wharton, Mr. Rick Maxey, Dr. Kathryn Miller, Dr. Ben Matthew Corpus, and Ms. Michele Rush were present.

III. Public Comment

There was one request for public comment. Dr. Kathryn Miller addressed the Academic & Student Affairs Committee report on the action item regarding Vestcor's request to increase the room rental rate in Phase II housing.

IV. Chairman's Remarks

Chair Cliff Otto welcomed four new trustees to the Board: Beth Kigel, Dr. Laine Powell, Dr. Narendra Kini, and Lyn Stanfield.

V. University Growth Plan

President Avent presented his plan to grow the University over the next ten years, first citing Florida Poly's entrance into the US News and World Report rankings. He shared the University's three-year, five-year, and ten-year plan for growth. Trustee Gary Wendt encouraged President Avent to grow the student body to 3,000 sooner than 2030, to which President Avent agreed would be beneficial.

President Avent focused the rest of his presentation on growing the student body. He clarified that his chart for growing the student population does not account for the impacts of COVID; the chart is based on a student growth model that delivers benchmarks for the University to achieve.

President Avent reviewed five key pathways for student body growth: campus experiences, degree enhancements, relative growth in engineering, new program growth, and retreat majors. Dr. Ben Matthew Corpus, Vice Provost Enrollment, provided additional information on how campus experiences increase enrollment and assist with retention.

Regarding degree enhancements, Trustee Beth Kigel asked how employers view double concentrations. President Avent affirmed industry would find this attractive in potential employees; he stated the University is considering combined bachelors/masters degrees.

President Avent also stated the importance of growing Florida Poly's graduate program. This directly impacts the University's points towards qualifying for the Board of Governors' Performance Based Funding (PBF).

Trustee Laine Powell inquired if the University encourages students struggling with calculus to stay in the state colleges to complete their math courses prior to transferring to Florida Poly. Dr. Corpus explained how Florida Poly students in Calculus 2 and 3 are providing learning support to high school students throughout the state of Florida. He confirmed University Admissions converses with state college transfer counselors, however many of them and their faculty are not aware of what Florida Poly offers, nor do they understand the math rigor required.

Trustee Stork asked if the Chancellor of the Board of Governors realizes the unintended consequences of the BOG changing the Performance Based Funding (PBF) graduate program metric as it changes the University's current focus and direction. President Avent replied it does not alter Florida Poly's behavior, rather it puts pressure on the University to focus on the graduate program sooner than later.

President Avent presented the challenges of growing the University's engineering programs as well as new programs. Trustee Kigel asked if there is an 80/20 rule in higher ed, where 80% of students are in 20% of the programs. President Avent affirmed this assumption, citing many universities have a hard time shutting down programs that are no longer relevant, whereas Florida Poly is more nimble and can pivot to focus on programs that are relevant to the state of Florida.

Trustee Narendra Kini commented on the shift occurring in medical schools this past decade where they are marketing hybrid programs such as the MD/MBA. President Avent agreed this is a concept the University can consider as engineering students would certainly benefit from the pairing of engineering with business or other social sciences. Other new program pathways were then discussed.

President Avent concluded his presentation by reviewing six action items the University will pursue to accomplish the growth of the student body: implement campus experience and degree enhancements; implement initiatives that result in relative engineering growth; adjust admissions criteria to increase the pool of talented students interested in engineering; continue focus on recruiting out-of-state and international students; use Business Analytics as a retreat major with increased focus on DEO-identified "analysts" positions; and add new degrees.

Trustee Powell inquired whether the University has an industry advisory board to support new majors, and what outreach efforts are being done in elementary and middle schools to promote awareness of Florida Poly. President Avent confirmed that the University has an industry advisory board attached to Florida Poly's current programs as well as a career services center to assist with internship connections. He also referenced Indira Sukhraj, associate director of educational outreach, whose primary focus is outreach to elementary and middle schoolers.

VI. Recess Meeting

Chair Otto recessed the Board of Trustees meeting at 9:31 a.m.

VII. Reconvene Meeting

Chair Otto reconvened the meeting of the full Board of Trustees at 11:21 a.m.

VIII. Roll Call

Kris Wharton called the roll: Chair Cliff Otto, Vice Chair Mark Bostick, Trustee Connor Coddington, Trustee Ala' J. Alnaser, Trustee Earl Sasser, Trustee Bob Stork, Trustee Narendra Kini, Trustee Lyn Stanfield, Trustee Beth Kigel, Trustee Laine Powell, and Trustee Gary Wendt were present (Quorum).

Trustees not present: N/A

Staff present: President Randy Avent, Provost Terry Parker, Mr. Mark Mroczkowski, Ms. Gina DeJulio, Mrs. Kathy Bowman, Mrs. Kris Wharton, Mr. Rick Maxey, Dr. Kathryn Miller, Dr. Ben Matthew Corpus, and Ms. Michele Rush were present.

IX. Public Comment

There were no requests for public comment.

X. Chairman's Remarks

Chair Otto recognized two trustees who recently retired from the Board and read the resolution in honor of Frank Martin and Don Wilson. **Having read the resolution into the minutes, Chair Cliff Otto motioned to approve the Resolutions in Recognition and Profound Appreciation of Distinguished Service for Trustee Frank Martin, and Trustee Don Wilson. Trustee Bob Stork seconded; a vote was taken, and the motion passed unanimously.**

Trustees Martin and Wilson each provided comments to the Board followed by Chair Otto expressing his appreciation for their many contributions to the Board and to the University.

XI. President's Remarks

President Avent did not provide remarks; rather, he proceeded with his Operational Plan update.

XII. Operational Plan Update 2020-2021

President Avent presented an update on the University's 2020-2021 operational plan. Included in his report were the outcome metrics which are tied to Performance Based Funding (PBF) and to the Accountability Report. He also reviewed progress on the Balanced Scorecard, the dashboard used to analyze and focus University efforts. President Avent briefly reviewed progress in this year's six areas of focus: admissions, student progress rate, student experience, graduate program, University funding, and faculty development.

Gary Wendt inquired about auxiliary funding, specifically if the University will make the \$400k goal or if that number should be adjusted now. President Avent stated since auxiliary funding is mostly tied to food service, it is likely this goal will not be met. He also confirmed that the projected funding from Performance Based Funding (PBF) and Universities of Distinction were not included in the budget.

XIII. Consent Agenda
Action Required

Chair Otto read the list of items to be approved on the consent agenda:

- A. Audit & Compliance Committee
 1. Approve the Bright Futures Scholarship Program Audit for June 2017-2019
 2. Approve CARES Act Compliance Monitoring Review
 3. Approve Textbook Adoptions Compliance Monitoring Review – Fall 2020
 4. Approve Performance Based Funding (PBF) Data Integrity Audit Scope
- B. Finance & Facilities Committee
 1. Approve the Finance & Facilities Committee Charter
- C. Governance Committee
 1. Approve the Governance Committee Charter
- D. Strategic Planning Committee
 1. Approve the Strategic Planning Committee Charter
- E. Academic & Student Affairs Committee
 1. Approve the revised Academic and Student Affairs Committee Charter
 2. Approve the revised Academic Calendar for spring 2021
 3. Approve the 2020-2021 Faculty Handbook
 4. Approve the revised policy FPU-5.0001AP New Degree Program Planning & Approval
 5. Approve awarding the associate of arts degree under the terms and conditions stipulated in the Florida Board of Governors Regulation 8.007, effective upon adoption of FPU-5.0001AP
 6. Approve a one-time waiver of the zero-credit fee for the SLS Academic Improvement course for spring 2021 only
- F. Board of Trustees
 1. Approve the September 9, 2020 Board of Trustees Meeting Minutes
 2. Approve the September 9, 2020 Board Workshop Minutes
 3. Approve the May 21, 2019 Board Workshop Minutes

As each of the consent agenda items comes before the Board with unanimous approval from the respective Committees, there is no need for a second. A vote was taken, and the motion passed unanimously.

XIV. Committee Reports

A. Finance & Facilities Committee

Committee Chair Cliff Otto stated Mark Mroczkowski reviewed the University's annual financial review for fiscal year ending June 30, 2020, and the financial results for first quarter ending September 30, 2020. No new contracts in excess of \$200k or \$500k were reported. Competitive solicitation will be issued in spring 2021 for a three-year contract for grounds maintenance. The final contract will be presented to the Board of Trustees for approval prior to execution.

The Committee accepted and approved the Invitation to Negotiate ("ITN") to enter into a public-private partnership between the University and a private company to plan, design, fund, construct, maintain and operate an on-campus state of the art research

building. The Committee also received an update on the design, schedule, construction, and budget for the Applied Research Center.

Finally, Chair Otto stated the Committee received an update on the Foundation's pipeline, net production, key metrics, software implementation, and first quarter financial review.

Trustee Wendt inquired about the accounting error that affected SGA funding. President Avent responded that the error was corrected in SGA's favor with additional funding added by the University to their account. Trustee Coddington confirmed this. Trustee Wendt stated he would like this to be reviewed at the next Finance & Facilities Committee meeting.

B. Governance Committee

Committee Chair Mark Bostick reported the Governance Committee reviewed and discussed the composite of the Trustee's evaluations of the president's performance. He stated the president received a performance rating of "exceeds expectations" and that he did a fine job on his goals while defending the University from an attempted merger and taking all necessary actions to deal with the pandemic.

Chair Otto then shared the positive feedback he received from Board of Governors Chair Syd Kitson and Board of Governors Chancellor Marshall Criser.

The Committee recommends that the Composite of the Trustees' evaluations be approved as the document reflecting the president's evaluation for 2019-2020. As this recommendation comes before the Board with unanimous approval from the Governance Committee, there is no need for a second. A vote was taken, and the motion passed unanimously.

Committee Chair Bostick said two items were discussed related to the president's compensation: the president's request to waive the 3.5% minimum increase to the president's base salary, and the amount of the president's performance compensation/bonus.

The committee recommends the board approve the waiver of the 3.5% minimum increase to the president's base salary and approve a performance compensation/bonus of 25% of the president's current base salary. As this recommendation comes before the Board with unanimous approval from the Governance Committee, there is no need for a second. A vote was taken, and the motion passed unanimously.

The Committee also unanimously confirmed their desire to retain Randy Avent as the president for an additional year. Chair Otto stated Chancellor Criser and Chair Kitson also support this decision.

The Committee also recommends President Randy Avent's employment be renewed for an additional year and that Amendment #1 to the employment agreement be approved. As this recommendation comes before the Board with unanimous approval from the Governance Committee, there is no need for a second. A vote was taken, and the motion passed unanimously.

Committee Chair Bostick stated the Committee considered the frequency of the president's comprehensive reviews. The current policy on the annual review of the president states that a comprehensive review would occur every three years, meaning it is due to occur this year. Committee members decided to table a decision on this issue pending additional discussion at their February Committee meeting.

Finally, Committee Chair Bostick invited all trustees consider and suggest any additional training that would be beneficial to the full Board. The Committee will follow up on this at the next meeting.

C. Strategic Planning Committee

Committee Chair Gary Wendt stated the committee heard a report from Mr. Rick Maxey on the development of the Office of Diversity and Inclusion. The committee also heard a presentation from Mr. James Kennedy from ThREE Consulting regarding a national initiative to reduce American dependence on China for rare earth elements. Florida Poly, through the Florida Industrial and Phosphate Research Institute, serves as a technical advisor in the effort. Lastly, Committee Chair Wendt stated his desire to work with President Avent on addressing the duties of this committee to ensure it can provide proper guidance on the future of the University.

D. Audit & Compliance Committee

Trustee Bob Stork reported the activity of the Audit & Compliance committee, including their discussion on external and internal audits; the Bright Futures scholarship compliance operational audit; the CARES Act compliance monitoring review; the Textbook Adoptions monitoring review for Fall 2020; and the Performance Based Funding (PBF) Data Integrity Audit Scope. All action items from this committee were unanimously approved and included in this meeting's consent agenda.

E. Academic & Student Affairs Committee

As a reflection on the topics this Committee reviewed, Committee Chair Earl Sasser acknowledged the need for non-traditional ways to fund the growth of the University. He also expressed his concern over the decline in student engagement because of the pandemic.

Committee Chair Sasser stated the committee had seven motions to address: six were approved in the consent agenda and one comes before the Board for discussion and action, specifically Vestcor's request to increase next year's housing rental rates for Phase II above the maximum 2.25% increase allowed without the Board's approval according to the Phase II contract. Chair Sasser began by asking for a motion to deny Vestcor's request to increase rental rates above the contractual 2.25%. **Trustee Gary Wendt moved the motion to deny Vestcor's request to increase rental rates for 2021-2022 in Phase II housing above the contractually allowed 2.25%. Trustee Connor Coddington seconded the motion. Trustee Bob Stork called for discussion before a vote.**

Trustee Stork inquired if Vestcor would be able to make up their loss in funds in the phase one dorm since they are allowed contractually to raise rental rates higher than 2.25% without Board approval. President Avent stated Vestcor has done so in the past and he believes they will raise the rate in Phase I rooms higher than 2.25% again.

Trustee Stork asked if there are other ramifications the builder could hold against the University. President Avent stated that this is possible. Trustee Stork stated for the record that the dorm was a Public Private Partnership (PPP) project that both parties entered in good faith. Vestcor has indicated they are not making money which is part of their PPP conformance and investment; Trustee Stork is concerned about this.

Chair Otto acknowledged that administration made a recommendation to the Board to proceed with approval of Vestcor's request and for Vestcor to make it up in following

years. He shares Trustee Stork's concern, and he is not sure the trustees can deny Vestcor's request without more visibility of the complexity of the entire relationship.

President Avent shared the rental increase above the 2.25% amounts to an extra \$10 per month to the student. President Avent showed the slides indicating Vestcor's request to increase the rates by 3.88% in the 2 Bedroom/1 Bathroom double occupancy units, and by 3.81% in the 4 Bedroom/2 Bathroom units. He is willing to compromise as he recognizes Vestcor has suffered some hardships due to the pandemic. Trustee Wendt stated everyone has suffered economic hardship so Vestcor should hunker down too. Trustee Stork responded this is capitalism and if Vestcor wants to raise their rates, they can do so even if it prices them out of the competition.

Trustee Wendt called the question. **A vote was taken, and the motion failed with 7 nays and 4 yays.**

A new motion was then made **by Trustee Bob Stork to allow Vestcor to raise the phase two dorm rental rates above the 2.25% cap for 2021-2022 only, with a "lookback" provision that trues up the cumulative increase to an average annual 2.25% once Vestcor reaches a 95% occupancy rate or 720 beds, whichever is sooner. Trustee Ala' J. Alnaser seconded the motion. A vote was taken, and the motion passed with 7 yays and 4 nays.**

Trustee Coddington stated he still voted "nay" as he does not want to increase the student's burden during COVID.

At the end of this report, Trustee Powell requested administration consider adding additional numbers for race, ethnicity, and gender in the admissions and faculty dashboards.

XV. Board of Trustees Meeting Schedule

Chair Otto reviewed the upcoming Board of Trustees meeting schedule. The May meeting has typically been the annual Board retreat which the University would like to hold in-person on May 3, 2021, pending the progression of COVID-19. If in-person is not feasible, this meeting will revert to a virtual meeting.

XVI. Board of Governors' Meetings

The next meeting of the Board of Governors is scheduled for January 26 and 27.

XVII. Closing Remarks and Adjournment

With no further business to discuss, the meeting adjourned at 1:11 p.m.

**Florida Polytechnic University
Board of Trustees
February 17, 2021**

Subject: Performance-Based Funding Data Integrity Audit

Proposed Board Action

Approve the Performance-Based Funding Data Integrity Audit performed by University Audit for the period ending September 30, 2020.

Background Information

The Performance-Based Funding (PBF) Model currently includes 10 metrics that evaluate all State University institutions. The Florida Board of Governors designed the model to (1) promote the Board of Governors' strategic plan goals for State Universities (2) reward excellence or improvement (3) have a few clear, simple metrics, and (4) acknowledge the unique mission of the various State institutions. Accordingly, the PBF model has several metrics common to all State institutions, one selected by the Board of Governors: and one selected by the Florida Poly Board of Trustees.

State institutions are evaluated on either excellence or improvement for each PBF metric. The Board of Governors uses data from various data submissions from the most current year to evaluate PBF performance and to make PBF funding decisions for each institution. Therefore, the integrity of data submitted to the Board of Governors is crucial to determining achievement towards strategic goals and funding decisions within the PBF model. Accordingly, Section 1001.92, Florida Statutes, provides that each university shall conduct an annual audit to verify that the data submitted complies with the data definitions established by the Board of Governors and submit the audit to the Board's Office of Inspector General as part of the annual certification process. These data submissions and related controls are the focus of this audit.

This audit allows the Board Chair and President to certify the accuracy of data submissions to the Board of Governors and enhance public trust and confidence in this process.

Supporting Documentation: Please see supporting documentation under the Audit & Compliance Committee.

**Florida Polytechnic University
Board of Trustees
February 17, 2021**

Subject: Approve Data Integrity Certification

Proposed Board Action

Approve the Data Integrity Certification for 2021 (as modified for audit results).

Background Information

Board of Governors (BOG) Regulation 5.001(8) provides that a data integrity certification is to be provided to the BOG's Office of Inspector General by March 1 of each year. The certification drafted by the BOG includes 13 specific representations which are to be certified and signed by the University President and the BOT Chair after being approved by the Board of Trustees. Four of the representations stand on their own as an acknowledgement of responsibility; however, included within the remaining nine representations were representations based, in part, on other factual evidence that was subjected to audit in the Performance Based Funding Data Integrity Audit. This audit allows the Board Chair and President to certify the accuracy of data submissions to the Board of Governors.

This certification has been modified to reflect the results of the Performance-Based Funding Data Integrity Audit and will need to be signed by the Board Chair and the President and then submitted to the Board of Governors.

Supporting Documentation: Please see supporting documentation under the Audit & Compliance Committee.

**Florida Polytechnic University
Board of Trustees
February 17, 2021**

Subject: Contract over \$500,000

Proposed Action

Approve the second amendment, a three-year subscription renewal, for Workday HCM and Financial in the amount of \$592,386.66 effective April 29, 2021 through April 30, 2024.

Background Information

From 2014 through 2016 Florida Poly outsourced services to the University of Florida (UF) to perform the following business transactions for a fee of approximately 10% of Florida Poly's annual budget.

- Human Resources
- Purchasing with vendors definitions, procurement, and the purchase order process.
- Finance and budget accounting
- Payroll

In 2015, the University issued a Request for Information (RFI) and Request for Quotes (RFQ) for a University ERP system to manage human resources, financials, and payroll allowing migration away from UF's services. This action allowed Florida Poly to internally manage University business. Three quotes were obtained, and Workday was awarded the contract. Contract execution occurred on April 30, 2015. Workday ERP system went live October 3, 2016.

The Workday master agreement includes a three-year initial term and continues until the stated term in all Order Forms have expired or the master agreement has otherwise been terminated. The agreement was renewed for an additional three-year term in April 2018, 1st renewal to the agreement. This agreement is scheduled for a second renewal in April 2021.

Considerations: The initial term and first renewal were estimated with permitted Full-Service Equivalent (FSE) workers at 700 which at the time was the smallest workforce considered by their system. However, in the new Order Term the permitted number of FSE Workers was revised downward by 64% to 253 to align more closely with the actual number of employees in the workforce. The addition of a new Chief Information Officer with experience in ERP cost structures was critical in the conversations with Workday to an appropriately sized license fee for an institution of Florida Poly's size.

Fiscal Impact: After extensive negotiations between the University and Workday, the subscription price for the second amendment, a three-year renewal, has been substantially reduced from the previous renewal price. This is a result of reduction to actuals in the number of permitted FSE workers. Fiscal impact for the Workday 2nd renewal subscription

will be \$592,386.66 over three years, and will result in a cumulative contract amount of \$2.6M over a nine-year period-of-time. This is a significant level of cost relief for our current ERP system that supports HR and Finance and we strongly support the acceptance of this quotation.

Term	Renewal	Subscription Cost
4/29/2015 – 4/30/2018	Initial Term	\$1,004,963.00
4/29/2018 – 4/30/2021	1 st Renewal	\$1,004,963.00
4/29/2021 – 4/30/2024	2 nd Renewal	\$592,386.66
Total Subscription Cost		\$2,602,312.66

Legal Considerations: Finalizing update to boiler plate language on Master Service Agreement per changes to Florida Statutes since original agreement execution.

Sourcing: The original contract was sourced by means of the RFI (Request for Information) and the subsequent RFQ (Request for Quote) in 2014.

Final Comments: It is recommended that the Board of Trustees approve the second amendment, three-year renewal, for Workday HCM and Financial subscription agreement, pending final approval from Legal.

Supporting Documentation: Please see supporting documentation under “Finance & Facilities Committee”

**Florida Polytechnic University
Board of Trustees
February 17, 2021**

Subject: Approve revisions to BOT policy on annual review of the president

Proposed Action

Approve the revised Board of Trustees Policy on the Annual Review of the President with additional revisions to reflect that the comprehensive review will be conducted at the latter part of the President's 3rd year of employment and then normally occur at five-year intervals thereafter.

Background Information

Board of Governors regulation 1.001 requires each board of trustees to develop guidelines for the annual evaluation of the president. The Board approved the existing policy on the annual review of the president on June 3, 2015, and the Board recently made several changes to the timeline which necessitate revisions to the policy. The material changes in the proposed draft are as follows:

The tasks listed under the heading "Process" have been reordered to indicate that the goal setting tasks for the next fiscal year would be done on or before June 1 of each fiscal year and the evaluation tasks would begin in September of each year and conclude no later than December 31.

These changes are consistent with the President's Employment Agreement.

The Committee began discussions on whether the frequency of the comprehensive review should be changed. Under the policy, the comprehensive review is supposed to be conducted every three years; President Avent was given a comprehensive review in 2017. There was some discussion about extending the time period between comprehensive reviews.

Chair Bostick asked staff to find out whether the other institutions in the State University System conducted a comprehensive review, and if so, what was the frequency of the reviews. Research showed that only UCF and UNF require a comprehensive review and the frequency of the reviews is every 3 years.

Supporting Documentation: Please see supporting documentation under "Governance Committee"

**Florida Polytechnic University
Board of Trustees
February 17, 2021**

Subject: Approve recommendation for Board training and consultant

Proposed Action

Approve engagement of AGB Consultant Dr. Carol Cartwright, to provide training on:

Board Governance

- The role of a trustee versus management
- Shared governance and academic freedom
- Fiduciary responsibilities
- Legal environment in higher education
- How to be an effective and engaged advocate for the university

Trending Topic

- The changing landscape for higher education

at the annual Board retreat on May 3, 2021.

Background Information

According to the Governance Committee charter, this committee is responsible to initiate training for the Board of Trustees. Historically, training occurs annually at the May Board retreat.

The Director of the Office of the President and Board Operations contacted the Association of Governing Boards (AGB) to inquire the availability of a senior AGB consultant for the May 3, 2021 Board retreat as well as discuss potential topics. President Avent's recommendation for Board approval is as follows:

1. Topics for May 3 Board of Trustees Retreat

Board Governance

- The role of a trustee versus management
- Shared governance and academic freedom
- Fiduciary responsibilities
- Legal environment in higher education
- How to be an effective and engaged advocate for the university

Trending Topic

- The changing landscape for higher education

2. AGB Consultant

Dr. Carol Cartwright: (click [here](#) for bio)

Dr. Cartwright led the Florida Poly Board of Trustees through a self-evaluation process in the spring of 2018. She attended the May 2018 Board retreat where she presented the results of the self-evaluation survey and made recommendations for further trustee development.

Supporting Documentation: None

**Florida Polytechnic University
Board of Trustees
February 17, 2021**

Subject: Pilot Out-of-State Fee Waiver Program and Corresponding Increase in Waiver Authority

Proposed Action

Approve the proposed Pilot Out-of-State Fee Waiver Program and authorize an increase to the waiver authority by the amount necessary to effectuate the program.

Background Information

Staff proposes a pilot out-of-state fee waiver for incoming undergraduate students - outside of our current waiver authority – in the amount of \$410 per credit hour. This would bring the student’s out-of-state “net” tuition and fees cost below that for institutions with which we compete.

Description of Proposed Pilot Out-of-State Fee Waiver Program:

- The out-of-state fee waiver is applied to the undergraduate out-of-state fee which is currently \$510 per credit hour. The waiver amount is \$410 per credit hour.
- This fee waiver program would be used to recruit students from other states in the United States.
- This fee waiver program applies only to undergraduate students from other states who are entering Florida Poly for the first time in the fall or spring semester of the 2021-2022 Academic Year.

The fee waiver may be used by the student for up to 120 credit hours anytime during the four consecutive year period (including summers) following the student’s initial enrollment at the University.

Supporting Documentation: Please see supporting documentation under “Academic & Student Affairs Committee”

Prepared by: Terry Parker, Provost & Executive Vice President

**Florida Polytechnic University
Board of Trustees
February 17, 2021**

Subject: Board of Trustees Meeting Schedule

Proposed Action

Approve the revised and updated Board of Trustees meeting schedule for 2021-2022.

Background Information

This schedule includes meeting dates through May 2022 and reflects the new format of four virtual committee meetings one week prior to the Academic & Student Affairs committee and full Board meeting.

Supporting Documentation: N/A

Florida Polytechnic University
Board of Trustees

2021-2022
Board of Trustees
MEETING CALENDAR

- April 26, 2021 (**Virtual** Committee Meetings)
- May 3, 2021 (**Virtual** ASA, Full Board, & Board Retreat)
May 2 is Commencement (tent.)
- September 8, 2021 (Virtual Committee Meetings)
- September 15, 2021 (**In Person** ASA Committee & Full Board)
- November 10, 2021 (Virtual Committee Meetings)
- November 17, 2021 (**In Person** ASA Committee & Full Board)
- February 9, 2022 (Virtual Committee Meetings)
- February 16, 2022 (**In Person** ASA Committee & Full Board)
- April 25, 2022 (Virtual Committee Meetings)
- May 2, 2022 (**In Person** ASA, Full Board, & Board Retreat)
May 1 is Commencement (tent.)

**Florida Polytechnic University
Board of Trustees
February 17, 2021**

Subject: Board of Governors Meeting Schedule

Proposed Action

Information only.

Background Information

N/A

Supporting Documentation: N/A

Florida Polytechnic University
Board of Trustees

2021-2022
Board of Governors
MEETING CALENDAR

2021

- March 23-24, 2021 (*FAMU, Tallahassee*)
- June 22-24, 2021 (*USF, Tampa*)
- August 31-September 1, 2021 (*FAU, Boca Raton*)
- October 6, 2021 Facilities Committee; Budget & Finance Committee Workshops (*FGCU, Ft. Myers*)
- November 3-4, 2021 (*FIU, Miami*)

2022

- January 25-26, 2022 (*FSU, Tallahassee*)
- March 29-30, 2022 (*UNF, Jacksonville*)