

Board of Trustees Meeting

**Wednesday, September 15, 2021
10:45 AM – 12:00 PM**

**Florida Polytechnic University
WEBEX TELECONFERENCE MEETING**

Dial in: 1-415-655-0001 | Access code: 161 114 3966#

MEMBERS

Cliff Otto, Chair	Mark Bostick, Vice Chair	Dr. W. Earl Sasser
Dr. Laine Powell	Gary C. Wendt	Bob Stork
Samantha Ashby	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 Avent, President |
| VI. Operations Plan FY22 Update | Randy Avent, President |
| VII. SACSCOC Reaffirmation: Quality Enhancement Plan (QEP)
Action Required | Randy Avent, President |
| VIII. Faculty Presentation: "Engineering Failure Analysis of Additively Manufactured Materials for use in Aircraft Engines and Structures" | Dr. Sanna Siddiqui,
Assistant Professor of
Mechanical Engineering |
| IX. Consent Agenda
Action Required | Cliff Otto, Chair |
| A. Academic & Student Affairs Committee | |
| 1. Approve the Textbook and Instructional Materials
Affordability Report | |
| B. Strategic Planning Committee | |
| 1. Approve the 2021 Florida Equity Report | |

- C. Audit and Compliance Committee
1. Approve the UAC Risk Assessment & Audit Plan for FYE 22
 2. Approve the UAC Compliance & Ethics Program Plan for FYE 22
 3. Approve the PBF Audit Objectives for the 2021 Audit

- D. Finance and Facilities Committee
1. Approve Policy on President's Authority to Execute Change Orders and Purchase FF&E related to the ARC Project
 2. Approve E&G Carryforward Spending FY22 and Fixed Capital Outlay (FCO) Budget FY22
 3. Approve Foundation Board Appointments/ Reappointments

Appointments

- Justin Hollis
- Cady Johnson

Reappointments

- Travis Hills
- Ryan Perez

- E. Governance Committee
1. Approve Policy on President's Authority to Execute Change Orders and Purchase FF&E related to the ARC Project
 2. Approve Regulation FPU-2.004 Admission of Undergraduate Transfer Students
 3. Approve FPU-3.006 Student Code of Conduct
 4. President's Annual Review – Trustee Evaluation Instrument

F. Board of Trustees

1. [Approve the June 29, 2021 Board of Trustees Meeting Minutes](#)

X. [Committee Reports](#)

A. Academic & Student Affairs Committee

Dr. Earl Sasser,
Committee Chair

B. Strategic Planning Committee

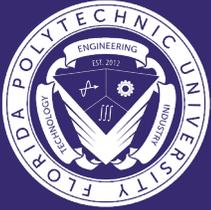
Gary Wendt,
Committee Chair

C. Audit & Compliance Committee

Mark Bostick,
Committee Vice Chair

D. Finance & Facilities Committee

Cliff Otto,
Committee Chair



- E. Governance Committee Mark Bostick,
Committee Chair
- F. Executive Committee Cliff Otto, Chair
- XI. [Board of Trustees Annual Work Plan](#) Cliff Otto, Chair
- XII. [Board of Trustees Meeting Schedule and Briefings](#) Cliff Otto, Chair
Action Required
- XIII. [Board of Governors Meeting Schedule](#) Cliff Otto, Chair
- October 6, 2021 Facilities Committee; Budget & Finance Committee Workshops (*FGCU, Ft. Myers*)
 - November 3-4, 2021 (*FAU, Boca Raton*) **Includes the Annual Trustees Summit the morning of November 3*
- XIV. Closing Remarks and Adjournment Cliff Otto, Chair

**Florida Polytechnic University
Board of Trustees
September 15, 2021**

Subject: Operations Plan FY22 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.

Supporting Documentation: N/A

Prepared by: Randy K. Avent, President

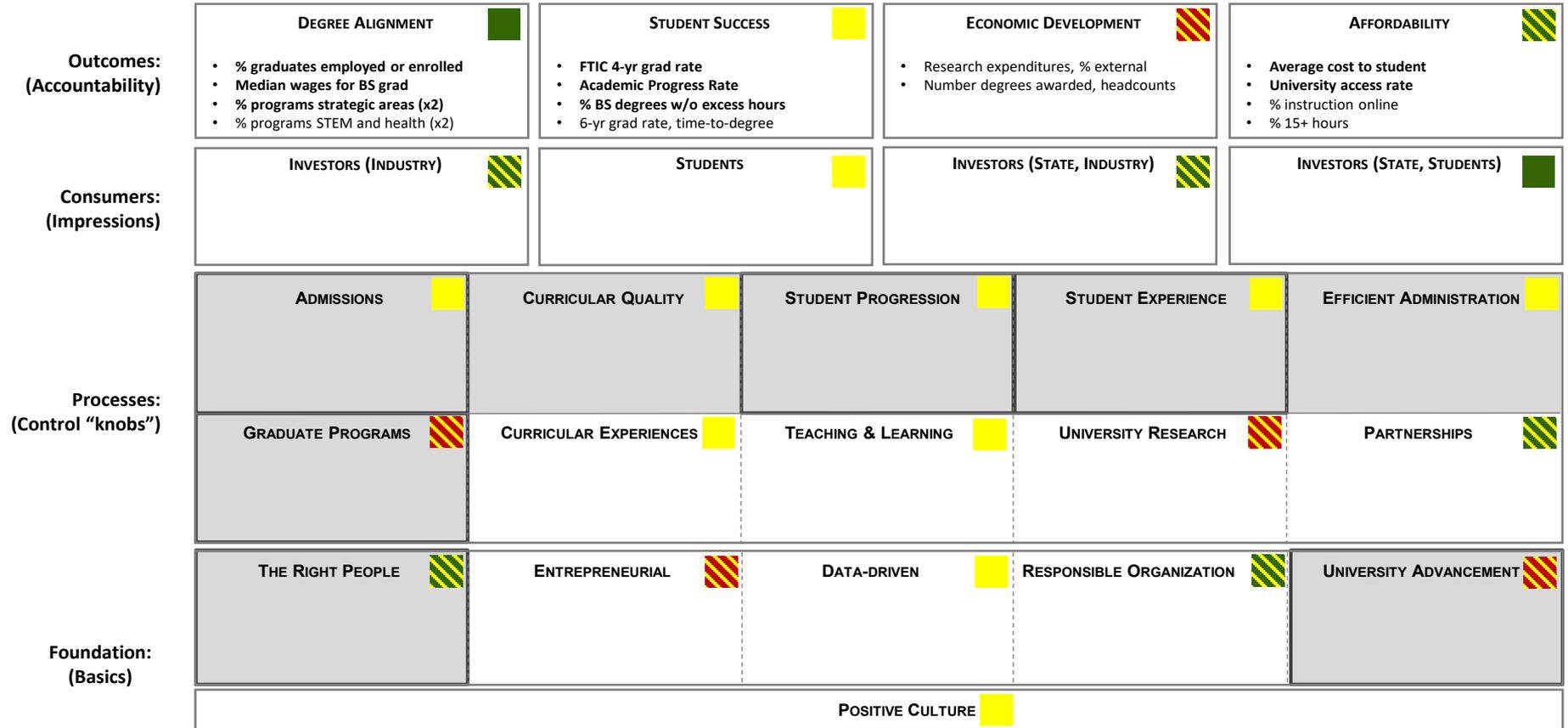


FLORIDA POLYTECHNIC
UNIVERSITY

Operational Goals FYE22

Randy K. Avent
15 September 2021

Balanced Scorecard



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

Outline

- Introduction
- **Highlights**
- **COVID operations**
- **Summary**

Highlights

- **Admissions**

- Conducting ITN for a housing consultant to help with planned growth
- Underrepresented Summer Bootcamp and partnership with “The Calculus Project”
- GUS partnership is becoming more active as COVID “recedes” globally
- Renovated Admissions Center for an enhanced experience in a modern space
- Developing dedicated STEM recruitment path to over 100 Florida charter schools
- Expanding pre-calculus preparation module to STEM-bound high school seniors
- Entered USNWR’s Southern Colleges ranking this Fall as top public college

- **Student Progression**

- The Freshman Initiative focuses on registrations, policies, coursework, peer learning strategies and student culture to improve retention and graduation rates
- Mathematics faculty focus on learning STEM-critical concepts, broader use of interdisciplinary problems, learning objectives that reflect higher-order thinking skills, peer learning strategists to improve study habits, ...
- Week-long leadership program for all student leaders with focus on team building, core leadership, and etiquette
- Reorganized technology services staff with Teaching and Learning workgroup to improve instructional design services for faculty



Highlights

- **Student Experience**

- Strong student orientation focus on engagement, personal responsibility, civil debate, ...
- Reconfigured IST Commons to enhance collaboration spaces
- Completed important student space in the Wellness Center called “The Nest”

- **Curriculum**

- Significant improvements in Engineering Mathematics to align with best practices
- Completed and submitted significant work on SACSCOC and QEP plan
- Reconfigured all technology classrooms and computer labs for full in-person occupancy

- **Advancement**

- Corporate Impact Network, featured employers, pre-career fair events planned
- Proposed two-year “Sprint” campaign that aligns to the Strategic Plan
- Tracked ~60% of alumni at 653 different companies, 82% employed in Florida

Highlights

- **Administration**

- Merit raises provided across institution; equity and salary compression addressed
- Work From Home (WFH) policy with test program in development
- Large IT infrastructure projects in play (SIS, Data hub, ...)

- **Right People**

- Vice President Administration & Finance (VPAF) in process
- Diversity Officer (DO) search in process
- Legislative Officer (LO) search failed
- AVP, Human Resources search begins after VPAF hired

- **Campus Development**

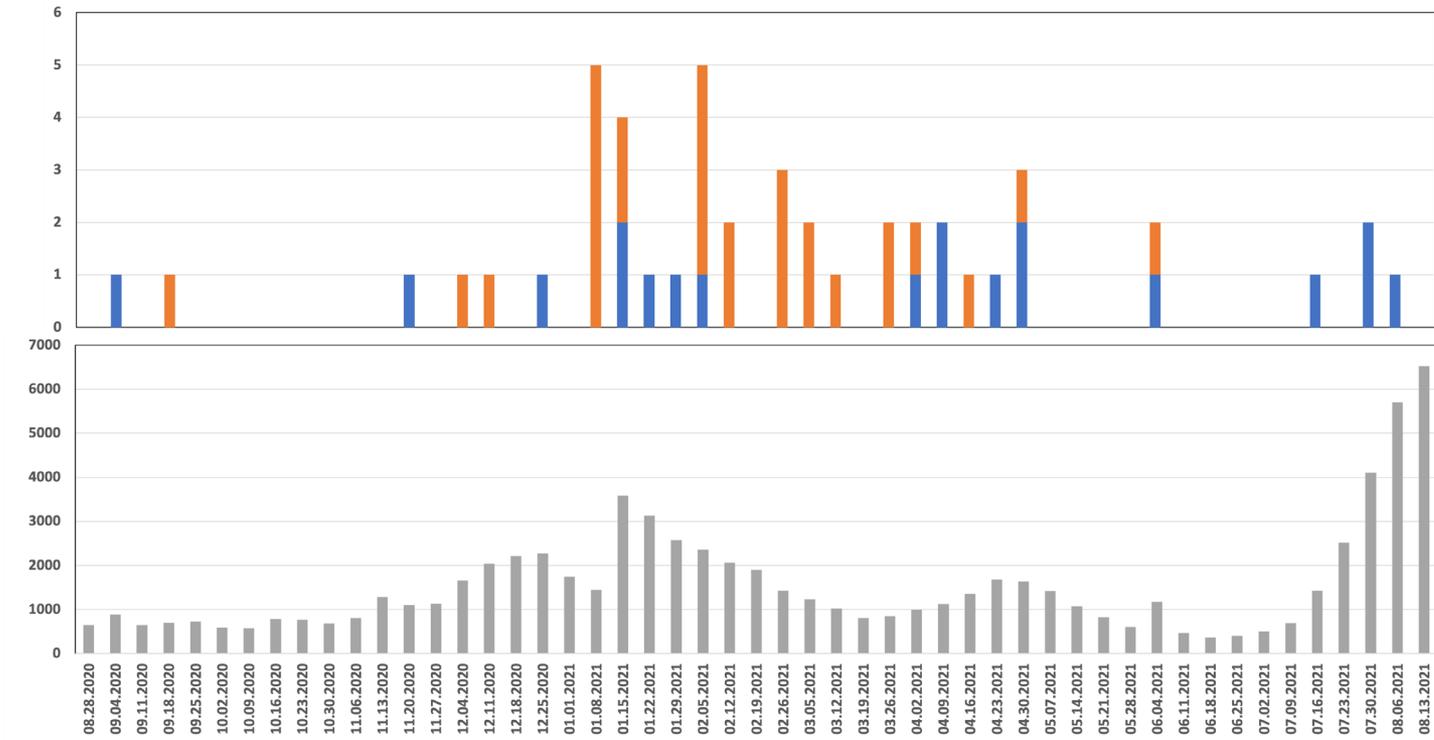
- ITN to locate IFF's Global Innovation Center on campus completed, expected construction starts Spring '22
- Repurposed ASC East as a makeshift student quarantine area

Outline

- Introduction
- Highlights
- **COVID operations**
- **Summary**



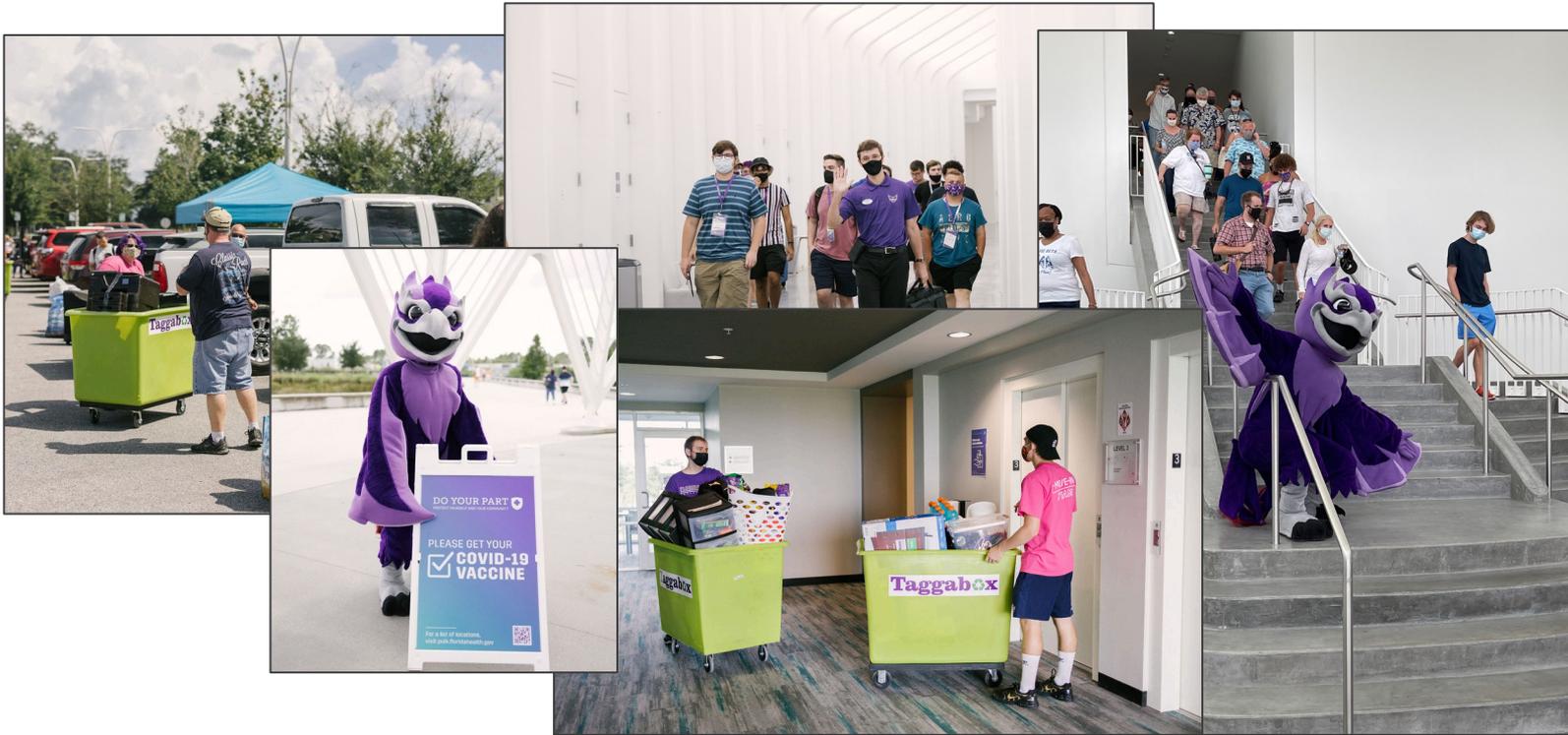
COVID Strikes Back



- **Cases continue to climb in Florida creating uncertainty**
- **Restrictions on “tools” effectively used last year**
 - No masks requirements nor physical distancing allowed
 - No vaccination requirements allowed
 - No “negative test” result to move into dorms

Fall 2021 Begins

<https://m.youtube.com/watch?v=4rv3Hc4xV4s>



- August 21, 2021 – New student move into dorms
- August 22, 2021 – Returning students move into dorms
- August 23, 2021 – Orientation and registrations
- August 24, 2021 – Classes begin

Students

- **Testing is not a requirement before returning to campus**
- **COVID vaccines available on campus**
 - Two events with the community strongly encouraged to vaccinate
 - Potential incentives to vaccinated students being considered (\$100 gift card)
- **Masks are “expected” to be worn while inside any facility**
- **For those that get COVID we said ...**
 - Testing is available on campus if you show symptoms
 - Students told to work with parents to have an isolation plan in place and recognize that classes are in-person this semester
- **... but we must have some options**
 - Configured ASC East to serve as a small makeshift isolation area
 - Instructional delivery allows faculty and students to work out details of missed classes



Employees

- **Vaccinations on campus, health centers for testing**
- **Employee expectations**
 - Employees are expected to wear masks indoors and be vaccinated
 - Employees are expected to do a self assessment each day
 - In person events (meetings) should be conducted in a reasonable manner
- **Testing protocols follow CDC guidance**
 - With symptoms stay at home, get tested, and let HR and your supervisor know
 - If vaccinated or had COVID within three months, get tested 3-5 days after exposure
 - If not vaccinated, stay at home and follow CDC guidance on quarantine
- **Quarantined employees required to use sick leave or FMLA**
- **Accommodations made for those employees with documented underlying medical concerns**



Instructional Delivery

- **In-person classes this year with few options for remote or online operations**
 - Self check health screening required prior to attending class
 - No expectation that faculty teach to the camera – but they may share video/Teams for CARE certified illness/absences
 - Presidents within SUS agree to let the faculty and students work it out
- **Faculty with COVID**
 - Notify your Chair and do not come to campus
 - Work with Chair to find a substitute
 - For those with prolonged illness, we will work to manage planned coverage
- **Office hours**
 - Be comfortable and be smart
 - No requirement for in-your-office service
 - But ... faculty are the “star of the show” and cannot be drop in visitors to campus



HEERF Funds

	Student Support	Institutional Support	Polk County Subrecipient
TOTAL	\$2,875,085	\$3,460,393	\$300,000
Student Financial Assistance	(\$1,061,627)	(\$241,637)	-
Remote instruction	-	(\$204,297)	(\$116,390)
Campus preparedness	-	(\$289,692)	(\$183,610)
University losses	-	(\$812,154)	-
BALANCE (8/24/21)	\$1,813,458	\$1,912,613	-

- **HEERF I and II funds for student and institutional support largely expended last Academic Year**
- **HEERF III funds received May 18, 2021, will be used to support students and operations this Academic Year and must be spent by May 17, 2022**

Summary

- **New academic year is off to a strong start with significant progress in just two months**
- **COVID will again prevent our campus from normal operations**
- **Expectation is that we will have outbreaks on a scale larger than what we saw last year**
- **HEERF III funds will be used to offset associated costs of managing the University during a pandemic this year**

**Florida Polytechnic University
Board of Trustees
September 15, 2021**

Subject: SACSCOC Reaffirmation: Quality Enhancement Plan (QEP)

Proposed Action

Recommend affirmation of the Board of Trustees' full support for Florida Poly's Quality Enhancement Plan, "Florida Poly PEER," and its intended purpose of enhancing student achievement as measured by improvements in the Academic Progress and Graduation Rates.

Background Information

SACSCOC reaffirmation requires the University submit a Quality Enhancement Plan (QEP), one of the Principles of Accreditation. The QEP differs from other standards in that it is a requirement that the institution develop a new program or plan (they may nonetheless be comprised of existing, disparate activities) to address a gap between the University's expectations for student learning and achievement and actual student performance. The institution must develop a Quality Enhancement Plan that:

- (a.) has a topic identified through its ongoing, comprehensive planning and evaluation processes;
- (b.) has broad-based support of institutional constituencies;
- (c.) focuses on improving specific student learning outcomes and/or student success;
- (d.) commits resources to initiate, implement and complete the QEP; and
- (e.) includes a plan to assess achievement

Florida Poly has initiated the first three phases above and is presently engaged in a pilot phase this fall 2021 semester. A write-up of the report is due to SACSCOC in advance of the onsite committee's visit (in late February 2022). The site visit consists mostly of the committee evaluating the acceptability of the University's QEP according to the above standards. As a project, the QEP is intended to have the capacity to become a long-term, systemic program in the institution. A report is due to the Commission on Colleges on the assessment and progress of the plan as part of the University's fifth-year report required of all SACSCOC accredited institutions.

Supporting Documentation: PowerPoint presentation

Prepared by: Randy K. Avent, President and Tom Dvorske, Vice Provost, Academic Affairs



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SACSCOC Reaffirmation: Quality Enhancement Plan (QEP)

Randy K. Avent
15 September 2021

SACSCOC Reaffirmation

- **Institutional Accreditor – reaffirmation of our initial accreditation (5 years); reaffirmation is for 10 years**
 - Compliance Certification (Self-study due Sep 7th)
 - Offsite review in November
 - Onsite review scheduled for February
 - Commission decision in December 2022
- **Includes a required special project called a Quality Enhancement Plan (QEP)**
 - Intended to address a gap between University expectations and student achievement
 - Starts with institutional data review (begun in summer 2019) to identify gaps
 - Moves to an exploratory committee who seeks stakeholder input (Fall 2020 – Spring 2021)
 - Committee recommends topic/program to cabinet (Reaffirmation Leadership Team)
 - Topic selected is Florida Poly PEER

FL PEER – Description & Outcomes

- **Florida Poly Engaged Education pRoject**
 - Through a carefully constructed peer-supported academic and student success initiative, students will find encouragement and methods to successfully perform in their courses, navigate their curriculum to stay on track, and find their place among their fellow Phoenixes developing a strong, lasting connection to the University
- **Intended Outcomes**
 - Improve Academic Progress Rate (APR) to levels equal to or better than what's in the accountability plan... and maintain an ongoing 3-year average of above 85%
 - Improve the APR for Pell Recipients to no less than - 3% of institutional APR
 - Improve student satisfaction with learning experience (as measured by internal surveys and Noel-Levitz SSI)
 - Improve student campus engagement and overall institutional satisfaction (as measured by the NSSE—the National Survey of Student Engagement)

QEP – FL PEER – Action Items

- **Minimum 5-year project with follow-up report due in 2027-2028**
- **Pilot effort starts Fall 2021 with two interrelated activities**
 - Freshman Year Initiative that focuses on coherent messaging, expectation setting, and consistent instructional activities to “set the level” in all freshman courses for first-semester students
 - Peer Learning Strategists – students specially trained to engage with other students in learning strategies directly tied to course outcomes.
 - Additional phases of the project will be brought online in subsequent terms
- **Requires institutional commitment**
 - Learning Consultant
 - Funds for student–Peer Learning Strategist support
 - Refocus existing positions’ duties and other activities

QEP Board Resolution

SACSCOC requires formal acknowledgement of support from the Board of Trustees for the University’s Quality Enhancement Plan (QEP), “Florida Poly PEER”.

Motion of the Board of Trustees to affirm their full support for Florida Poly’s Quality Enhancement Plan, “Florida Poly PEER,” and its intended purpose of enhancing student achievement as measured by improvements in the Academic Progress and Graduation Rates.

Engineering Failure Analysis of Additively Manufactured Materials for use in Aircraft Engines and Structures

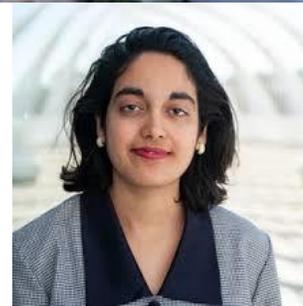
Board of Trustees Meeting,
Sept. 15, 2021



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Dr. Sanna F. Siddiqui

Assistant Professor, Mechanical Engineering Department
Florida Polytechnic University
ssiddiqui@floridapoly.edu; (863)874-8564





Education and Professional Experience

➤ Born and Raised in Florida

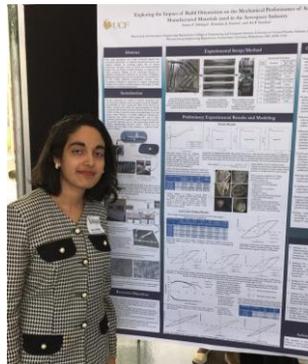
- Lyman High School Institute of Engineering Magnet Program (2008)
- Lockheed Martin Corporation: High School Student Tech (2008) and College Student Tech (2009-2010)



➤ B.S. in Aerospace Engineering (UCF), 2012

➤ M.S. (2014) and Ph.D. (2018) in Mechanical Engineering (UCF)

- Recipient of Multiple National and International Fellowships



© <https://graduate.ucf.edu/news/research-forum-winners-compete-at-state/>



UNIVERSITY OF CENTRAL FLORIDA

➤ Postdoctoral Associate, University of Central Florida (2018)

➤ Assistant Professor, Mechanical Engineering Department, Florida Polytechnic University (2019-Present)





Highlights

TEACHING:

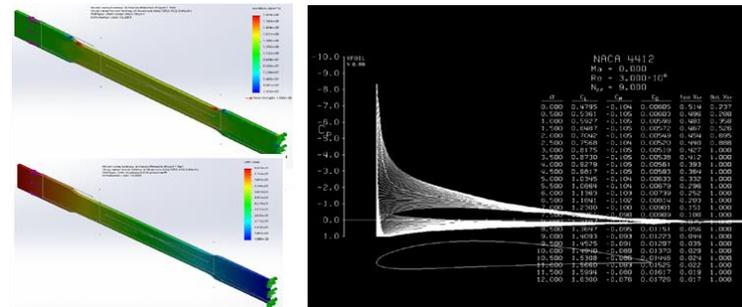
*Lead Development of Aerospace Concentration

* Curriculum Enhancement in Materials and Advanced Manufacturing Concentration:
(New Courses: Fatigue and Fracture Mechanics, Engineering Failure Analysis)

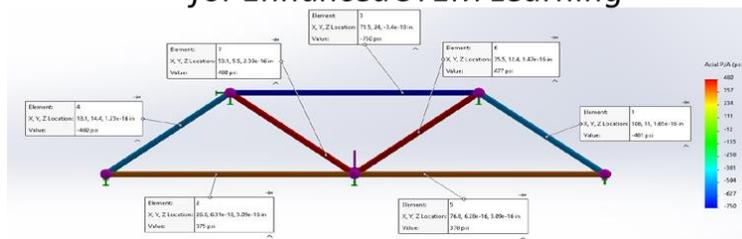
*Core Courses: Strength of Materials, Statics, Structure and Property of Materials

Aerospace

- EAS 4010 - Flight Performance Mechanics Credits: 3
- EAS 3101 - Fundamentals of Aerodynamics Credits: 3
- EAS 4200 - Introduction to Aero Structures Credits: 3
- EAS 4505 - Orbital Mechanics Credits: 3
- EGN 4715 - Propulsion and Combustion Systems Credits: 3
- EGN 4334 - Mechanics of Composite Materials Credits: 3



Research-Inspired Student Projects for Enhanced STEM Learning



Bridging Simulated and Experimental Results through use of Research Equipment



©Instron

©Prusa

©Markforged



Role at Florida Polytechnic University

Highlights

SERVICE:

- *Representative for Undergraduate Curriculum Committee, ME Search Committees
- *Established Florida Poly's Order of Engineer Chapter Link
- *Assistant Manager, Materials Characterization Lab

RESEARCH:

- *Focus: Mechanical and Material Performance of Additively Manufactured Materials
- *Recipient of the NSF Division of Civil, Mechanical and Manufacturing Innovation (CMMI) Grant: \$148,885
- *Recipient of the 2020 ASME Young Engineer Turbo Expo Participation Award
- *Recipient of the ABLAZE 2021 Excellence in Research Award
- *Recipient of the Florida Poly Internal Tech Fee Grant
- *Research Advisor (2 undergraduate students, 1 Master's student)



Materials Characterization Facility



<https://floridapoly.edu/news/articles/2021/04/041621-ablazewinners.php>



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Engineering Failure Analysis

- **Engineering Failure Analysis** – Used to identify mechanisms driving real-world engineering failures, which are often a result of fatigue
- **Fatigue- Failure due to repeated cyclic loads**

- **Research Problem:** With current state of manufacturing shifting to *additive manufacturing (AM)* of materials, can we ensure that service life of these AM materials meets industry standards?

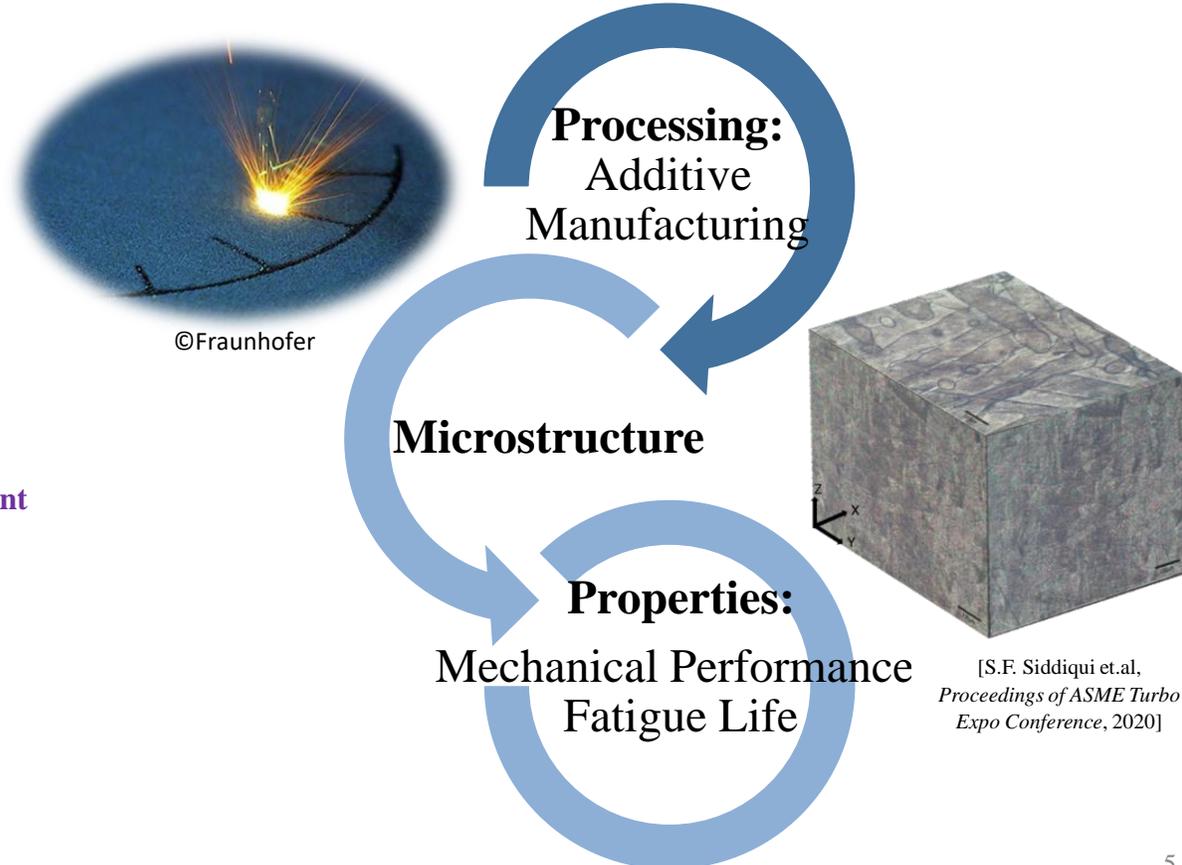


Fig. 1: Tacoma Narrows Bridge
 Note: Image from Library of Congress, Washington, DC (LC-USZ62-46682), (<https://www.britannica.com/topic/Tacoma-Narrows-Bridge>)

Fig. 2: Eschede Inter-City Express Train Derailment
 (<https://www.britannica.com/topic/Tacoma-Narrows-Bridge>)

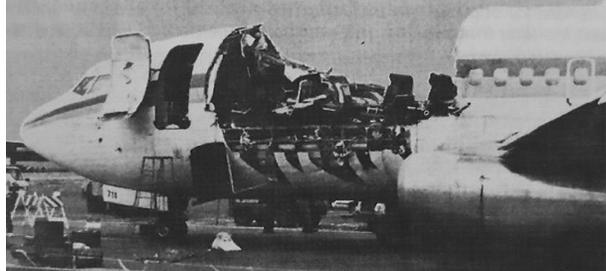


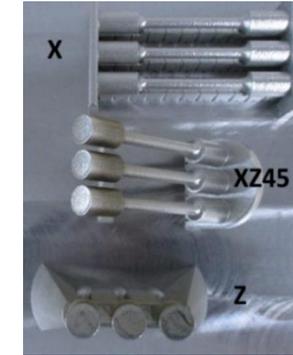
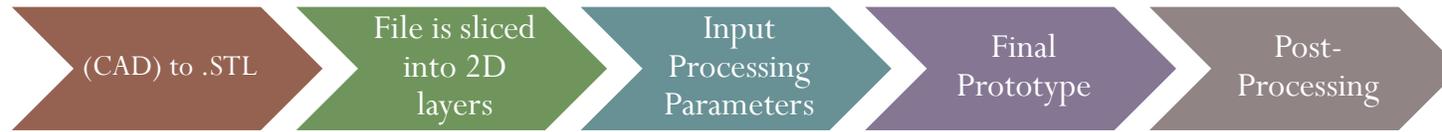
Fig. 3: Aloha Airlines 243
 Note: Image from (https://spinoff.nasa.gov/Spinoff2019/t_4.html)

[S.F. Siddiqui et.al, Proceedings of ASME Turbo Expo Conference, 2020]



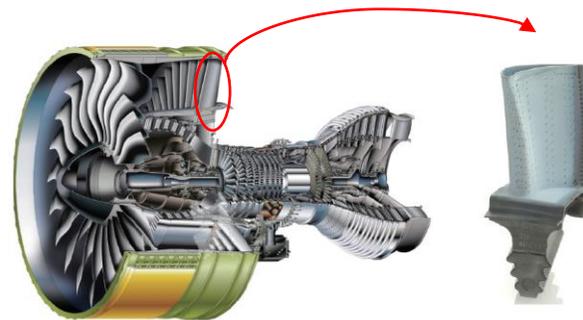
Additive Manufacturing

- **Metal Additive Manufacturing- Selectively laser melts metal powder, creating a part through layer-by-layer deposition based upon an inputted computer-aided design model.**

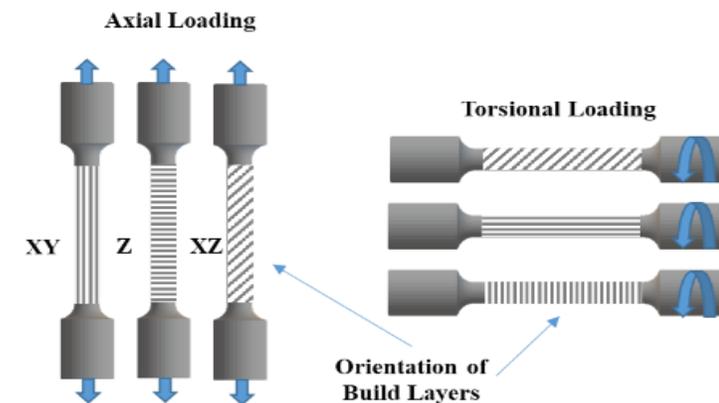


[S.F. Siddiqui et.al, *Proceedings of ASME Turbo Expo Conference, 2020*]

- **Orientation of build layers directly impacts mechanical performance and fatigue life**
- **Design of aircraft engine and structural components are increasingly shifting towards additive manufacturing**



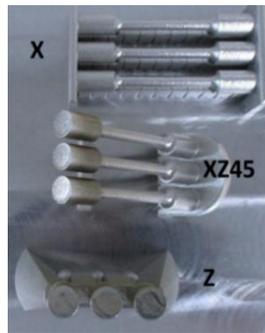
[P. Han, *Engineering, 2017*]



[S.F. Siddiqui et.al, *Proceedings of ASME Turbo Expo Conference, 2020*]

- **Components are subjected to a multi-directional stress state**

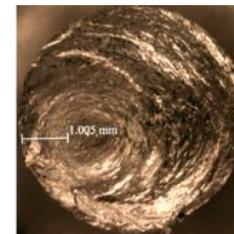
- Deformation Mechanisms Governing Torsional Fatigue Failure of Additively Manufactured Metals at High Temperatures (Award #2055027)- \$148,885
- Preliminary studies have revealed variation in torsional fatigue life and fracture response of additively manufactured nickel-based superalloy with build orientation at room temperature [Siddiqui et. al, Rapid Prototyping Journal, 2020]



[S.F. Siddiqui et.al, *Proceedings of ASME Turbo Expo Conference*, 2020]



Fatigue cracks through and across build layers (X, Y and XY45)



Ductile fracture (Z, XZ45 and YZ45)

[S.F. Siddiqui, Rapid Prototyping Journal, 2020]

- Direct applicability for the aerospace and automobile industries

- Supports capturing the deformation mechanisms at the microstructural-level driving torsional fatigue failure at room temperature and high temperature, characteristic of realistic in-service operational conditions

Materials Characterization Facility





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THANK YOU!

QUESTIONS?



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**Florida Polytechnic University
Board of Trustees
September 15, 2021**

Subject: Consent Agenda

Proposed Board Action

Approve the consent agenda.

Each of the following items comes before the Board with unanimous approval from the respective Committees, and, as such, there is no need for a second.

- A. Academic & Student Affairs Committee
 - 1. Approve the Textbook and Instructional Materials Affordability Report
 - B. Strategic Planning Committee
 - 1. Approve the 2021 Florida Equity Report
 - C. Audit and Compliance Committee
 - 1. Approve the UAC Risk Assessment & Audit Plan for FYE 22
 - 2. Approve the UAC Compliance & Ethics Program Plan for FYE 22
 - 3. Approve the PBF Audit Objectives for the 2021 Audit
 - D. Finance and Facilities Committee
 - 1. Approve Policy on President's Authority to Execute Change Orders and Purchase FF&E related to the ARC Project
 - 2. Approve E&G Carryforward Spending FY22 and Fixed Capital Outlay (FCO) Budget FY22
 - 3. Approve Purchasing Agreement with CDW-G, related to FF&E (Furniture, Fixtures and Equipment) for the ARC project in the amount of \$582,378.46
 - 4. Approve Foundation Board Appointments/ Reappointments

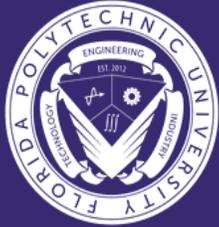
<u>Appointments</u>	<u>Reappointments</u>
• Justin Hollis	• Travis Hills
• Cady Johnson	• Ryan Perez
- E. Governance Committee
 - 1. Approve Policy on President's Authority to Execute Change Orders and Purchase FF&E related to the ARC Project
 - 2. Approve Regulation FPU-2.004 Admission of Undergraduate Transfer Students
 - 3. Approve FPU-3.006 Student Code of Conduct
 - 4. President's Annual Review – Trustee Evaluation Instrument
- F. Board of Trustees
 - 1. Approve the June 29, 2021 Board of Trustees Meeting Minutes

Background Information

For additional information about any of the items listed above, please see that committee's meeting materials.

Supporting Documentation: n/a

Prepared by: Kristen Wharton, Assistant Secretary, University Board of Trustees



Board of Trustees Meeting

DRAFT MEETING MINUTES

Tuesday, June 29, 2021
9:00 AM – 11:00 AM

Florida Polytechnic University WEBEX TELE-CONFERENCE MEETING

I. Call to Order

Chair Cliff Otto called the meeting to order at 9:00 a.m.

II. Roll Call

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

Staff present: President Randy Avent, Provost Terry Parker, Ms. Gina DeIulio, Mrs. Kathy Bowman, Mrs. Kris Wharton, Dr. Tom Dvorske, Mr. Alex Landback, Mr. David Blanton, Mr. Rick Maxey, Mr. David Calhoun, Mr. David Brunell, Ms. Penney Farley, Mrs. Maggie Mariucci, Ms. Melaine Schmiz, Mrs. Treasa McLean

III. Public Comment

There were no requests for public comment.

IV. Approval of the May 3, 2021 Minutes

Trustee Lyn Stanfield made a motion to approve the May 3, 2021 minutes. Trustee Ala' J. Alnaser seconded the motion; a vote was taken, and the motion passed unanimously.

V. Campus Master Plan DRAFT

Mr. David Calhoun presented the five-year update to the Campus Master Plan (CMP) stating today's approval of the Draft Campus Master Plan will initiate a 90-day period in which the host local governments can review the plan and provide comments. The plan closely follows the existing CMP, with only minor edits made to the content to reflect updates made to the University's Strategic Plan, as well as the addition of construction projects built since 2016. Mr. Calhoun also reviewed the future land use map and the annualized space need projections based on student FTE.

Chair Cliff Otto inquired if Mr. Calhoun anticipates any pushback on this plan from any of the host local governments. Mr. Calhoun responded he does not expect any negative feedback as this Draft Campus Master Plan (CMP) is not much different from the previous plan. Mr. Calhoun confirmed he will meet with the City of Lakeland to review whether the new plan affects the Campus Development Agreement (CDA).

Chair Otto asked if Mr. Calhoun is comfortable that the University has thoroughly vetted the ratios of FTE to academic space. Mr. Calhoun stated this plan was formulated in response to those numbers. He also confirmed there is opportunity to make additional amendments to the plan if needed. Mr. Calhoun is coordinating an Educational Plant Survey (EPS) to be conducted by the BOG this year.

Chair Otto asked if the plan needs to reflect any of the "what-ifs", such as if the University were to grow at a faster rate than projected. Mr. Calhoun believes this would fall under the University's Strategic Plan rather than the CMP.

Trustee Stork inquired about the \$4.1M of carryforward the Board previously approved moving into the construction fund to finish the first floor of the ARC. With the approved funds now coming in from the state to finish the ARC, can the University pay back their carryforward budget? President Avent responded no, those funds cannot be placed into carryforward; however, the \$4.1M was never officially moved into the ARC construction budget so the University will utilize those funds to construct the FIPR Institute building.

Trustee Bob Stork made a motion to approve the 2021-2031 Draft Campus Master Plan (CMP) as presented. Trustee Laine Powell seconded the motion; a vote was taken, and the motion passed unanimously.

VI. Applied Research Center (ARC) GMP 03

Mr. Calhoun stated he is seeking approval for the final GMP 03 for the ARC. The request comes in response to the University receiving PECO funds to complete the ARC construction. This GMP covers the remainder of the work needed to complete the construction of the facility. Chair Otto inquired if the GMP reflects current market value for labor and materials. Mr. Calhoun responded in the affirmative as Skanska agreed to hold pricing for 30 days.

Trustee Earl Sasser made a motion to approve the Skanska USA Building Inc. (Skanska), Guaranteed Maximum Price Phase III ("GMP 03"), in the amount of \$10,152,691, for the Applied Research Center construction contract. Trustee Beth Kigel seconded the motion; a vote was taken, and the motion passed unanimously.

VII. 2022-2023 Capital Improvement Plan (CIP)

The University received Back of Bill approval for the mechanical shop for Environmental Engineering. This requires an amendment to the Capital Improvement Plan (CIP), which the Board approved on May 3, 2021, to add the project detail information for the mechanical shop.

Trustee Lyn Stanfield made a motion to approve the 2022-2023 University Capital Improvement Plan (CIP) amendment to include the Back of Bill approved project, Mechanical Shop (Environmental Engineering). Trustee Laine Powell seconded the motion; a vote was taken, and the motion passed unanimously.

VIII. 2022-2023 Legislative Budget Request (LBR)

President Randy Avent presented the 2022-2023 Legislative Budget Request (LBR) and stated it is similar to the University's LBR request for the past two years. No funding has been received for this request to date.

President Avent shared the three primary components of the LBR: 1. Grow the student body by providing funding for scholarships and growing programs; 2. Grow the faculty

both in general growth and in faculty leadership; and 3. Grow and Broaden the University's Curriculum and Support Services. For the year 2022-2023, the University is requesting \$2M for scholarships, \$750,000 for faculty, and \$750,000 for services (total of \$3.5M). The LBR includes a five-year plan to increase the funding request to \$5.5M in 2023-2024, \$7.5M in 2024-2025, and \$8.5M for years 2025-2026 and 2026-2027.

Trustee Lyn Stanfield inquired about the statement at the bottom of page two of Form I which says, "We recently received professional accreditation through ABET...". President Avent responded that statement can and will be revised by removing the word "recently".

Trustee Stork asked for clarification on the amount of funding the University is requesting. In the beginning of the document, it states the University requests \$8.5M in recurring funds, but it appears the University is asking for \$3.5M to start then gradually grow to \$8.5M. President Avent confirmed that is correct. Trustee Stork inquired if this is the proper way to make this request; President Avent stated he will talk with Mr. Rick Maxey to confirm.

Trustee Earl Sasser made a motion to approve the 2022-2023 Legislative Budget Request for \$8.5 million in recurring funds, beginning with \$3.5 million for 2022-2023. Trustee Bob Stork seconded the motion.

Provost Parker requested the Board include in the motion the ability for administration to make minor revisions as needed. Ms. Gina DeIulio confirmed the Board can adjust wording of the motion and state "up to" \$8.5M.

A new motion was made by Trustee Earl Sasser to approve the 2022-2023 Legislative Budget Request for up to \$8.5 million in recurring funds and permit the University to make modifications as required. Trustee Samantha Ashby seconded the motion; a vote was taken, and the motion passed unanimously.

IX. Extension of Ground Maintenance Contract

Mrs. Treasa McLean presented the need to extend the current ground maintenance contract for another six months. A competitive solicitation for a new contract was conducted in spring of 2021 generating three proposals, however a new contract has not been awarded. The current contract ends on July 26. According to regulation, the University is allowed to extend a current contract up to 12 months. There is no action required by the Board and has been presented as a notification only. Trustees had no questions on this agenda item.

X. Student Code of Conduct

Ms. DeIulio stated the Florida statute for Student Code of Conduct was amended during the past legislative session, with changes effective July 1, 2021. In response, the University has revised its existing regulation to reflect the new requirements and an emergency regulation is being proposed for adoption due to the urgency of the July 1 deadline. The emergency regulation will be effective on July 1 for a period of 90 days. During that time, the University will undergo the normal regulation development process and a formal amendment to the existing regulation will be brought to the Board for approval in September. Most of the changes centered around ensuring due process.

Trustee Narendra Kini made a motion to approve emergency regulation FPU-3.006 Student Code of Conduct to be effective July 1, 2021. Trustee Beth Kigel seconded the motion; a vote was taken, and the motion passed unanimously.

XI. Review Performance Based Funding (PBF) Metric 10

Provost Terry Parker stated this review of Performance Based Funding (PBF) Metric 10 is at the request of the Board of Governors. This metric is called the "Board of Trustees Choice Metric" and was approved by the Florida Poly Board in December 2019. The chosen metric was "percent of undergraduates with workforce experiences," with the metric standard set as "at least two workforce experiences prior to graduation." The intent is to keep the University focused on producing students who are workforce ready. Provost Parker defined "workforce experience" to include professional or sponsored internships, capstone projects, undergraduate research, and certifications.

Results of a discussion with Board of Governors staff in fall 2020 included improvement in workforce descriptions, clearer methods of collecting the data, and initial benchmark scores based on one year of data capture. Provost Parker reviewed the University's benchmarks and results from data captured in 2018-2019 and 2019-2020. His recommendation is for the University to stay the course with this metric and revisit the metric in one to two years.

Trustee Stanfield inquired if Florida Poly has historically offered co-ops to students? Provost Parker replied the University does not offer them at this time. President Avent recommended this topic be brought before the Strategic Planning Committee for further review and discussion to which Trustee Stanfield concurred.

Trustee Laine Powell asked if students receive credit for internships. Provost Parker responded that Florida Poly students must complete a not-for-credit internship as a requirement for graduation. He strongly promotes paid internships, but the University cannot mandate paid internships. Regarding certifications, Trustee Powell asked if Provost Parker was referring to industry certification or Florida Poly certification. Provost Parker stated he was referring to industry certifications.

Trustees were all informed that at some point the University will be asked to change the scale, but administration does not want to do that just yet due to the impact of COVID.

Chair Otto inquired if Provost Parker has any anecdotal information about the class who just matriculated and how they performed on this metric. Provost Parker said the University struggled with internships this past year due to COVID, however, he will run a forecast on the metric and report back to Chair Otto.

Trustee Laine Powell made a motion to approve the recommendation to keep Performance Based Funding Metric 10 as it is currently written at this time, and to revisit the metric in one to two years. Trustee Samantha Ashby seconded the motion; a vote was taken, and the motion passed unanimously.

XII. Closing Remarks and Adjournment

With no further business to discuss, the meeting adjourned at 10:03 a.m.

**Florida Polytechnic University
Board of Trustees
September 15, 2021**

Subject: Committee Reports

Proposed Board Action

No action required – information only.

Background Information

The following committees will give a verbal report of the committee's activities:

1. Academic & Student Affairs Committee
2. Strategic Planning Committee
3. Audit and Compliance Committee
4. Finance and Facilities Committee
5. Governance Committee
6. Executive Committee

Supporting Documentation: n/a

Prepared by: Kristen Wharton, Assistant Secretary, University Board of Trustees

**Florida Polytechnic University
Board of Trustees
September 15, 2021**

Subject: Board of Trustees FY22 Meeting Calendar and Briefings

Proposed Board Actions

Review and approve the FY22 Board of Trustees Annual Work Plan.

Background Information

The purpose of this agenda item is to provide trustees the opportunity to review and share feedback on the new Board Work Plan with the chair, president, and the Board Office prior to approval.

New: Board of Trustees Annual Work Plan:

The supporting document in this section introduces an annual work plan for the full Board and provides an overview of discussion topics to support the Board's work and preparation for anticipated actions in FY22.

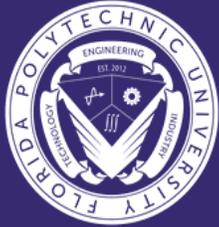
Committee work plans were established in 2016 to provide a framework for the annual work of the committee. Each work plan is driven primarily by annual reporting deadlines from external entities such as the Board of Governors, state auditors, etc. Until now, the Board of Trustees has not had an annual work plan. To provide trustees with strategic direction for the Board as a whole for each year, we propose a work plan divided into six primary areas of Board oversight and activities:

1. Mission and Strategic Direction
2. Board Governance
3. Fiscal Integrity
4. Educational Quality
5. Engaging Florida Poly's Major Constituents
6. Presidential Assessment and Compensation

Each primary item has additional bullet points of key issues, reports, and activities coming before the board for discussion, approval, or other action during the course of this fiscal year.

Supporting Documentation: FY22 Board of Trustees Work Plan

Prepared by: Kristen Wharton, Assistant Secretary, University Board of Trustees



BOT Annual Work Plan 2021-2022

Mission and Strategic Direction

The following are topics for discussion throughout the year at Board Strategic Workshops:

- Strategic Plan 2023-2028
- Campus and Extended Campus Growth
- Diversity and Inclusion
- Enrollment Growth
- New Academic Programs
- Strategic Use of Performance Based Funding (PBF) money

Board Governance

- Annual Governance Refresher: September 2021
- FY22 Board Calendar and Work Plan: September 2021
- Annual Ethics Agreement: by November 2021
- Election of Officers: June 2022

Fiscal Integrity

- FY2021 Annual Financial Statements (University and Foundation): September 2021
- Fixed Capital Outlay Budget: September 2021
- E&G Carryforward Spending Plan: September 2021
- FIPR Institute Annual Report: September 2021
- FY2023 University Operating Budget: June 2022
- FY2024 Capital Improvement Plan (CIP): June 2022
- FY2024 Legislative Operating Budget Request (LBR): June 2022
- External Audit Program Review/QAR: June 2022

Educational Quality

- SACSCOC Reaffirmation and Quality Enhancement Plan (QEP)
- Career Planning procedures (CS/HB 1261): February 2022
- University Accountability Plan: April 2022
- Performance Based Funding (PBF) Metrics: June 2022
- New Academic Programs (if proposed)
- Educational Plant Survey: Spring 2022

Engaging with Florida Poly's Major Constituents

- Planned activity with students: November 2021
- Planned activity with industry and major donors: November 2021
- Planned activity with faculty: February 2022
- Planned activity with Foundation Board of Directors: June 2022

Presidential Assessment and Compensation

- FY2022-2023 Presidential Employment Agreement Amendment: November 2021
- FY2022-2023 President's Compensation Review: November 2021
- President's 360 Review Discussion: June 2022

**Florida Polytechnic University
Board of Trustees
September 15, 2021**

Subject: Board of Trustees FY22 Meeting Calendar and Briefings

Proposed Board Actions

Review and approve the FY22 Board of Trustees Meeting Calendar.

Background Information

The purpose of this agenda item is to approve the FY22 Board Meeting Calendar and to provide information on individual trustee briefings.

Board of Trustees Meeting Schedule:

The first and second supporting documents list the current Board meeting calendar and a revised meeting calendar for FY22 (July 1, 2021 – June 30, 2022). Please note the meeting dates for September and November 2021 and February 2022 have not changed. However, after extensive review of action items to come before the Board and its committees, as well as consideration of the alternating early and late Session dates of our state legislature, we propose the following key changes to the Board of Trustees meeting schedule:

- Transition the annual Board retreat to November when fewer report approvals are due (this would not go into effect until November 2022);
- Add an April meeting of the Academic & Student Affairs Committee and a brief full Board meeting to accommodate the Board of Governors' May 1st due date for the University Accountability plan; and,
- Move the final committee and Board meeting of the year to later in May and early June, respectively. This change is especially helpful in accommodating a late Session, provides staff with additional time to prepare the University's annual operating budget among other items, and avoids the rush of the end of the academic year in April

Individual Trustee Briefings:

Starting with the November 2021 meetings, we will make the individual trustee briefings optional. They will still be offered for any trustee who would like to be briefed prior to the meetings, but they will no longer be mandatory.

Supporting Documentation:

1. Current FY22 Board of Trustees Meeting Calendar
2. Revised FY22 Board of Trustees Meeting Calendar

Prepared by: Kristen Wharton, Assistant Secretary, University Board of Trustees

CURRENT MEETING CALENDAR

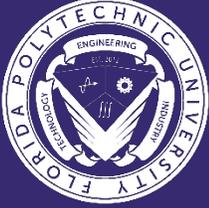
Florida Polytechnic University
Board of Trustees

2021-2022 Board of Trustees MEETING CALENDAR

- September 8, 2021 (Virtual Committee Meetings)
- September 15, 2021 (**In Person** Full Board Meeting)
- November 10, 2021 (Virtual Committee Meetings)
- November 17, 2021 (**In Person** Full Board Meeting)
- February 9, 2022 (Virtual Committee Meetings)
- February 16, 2022 (**In Person** Full Board Meeting)
- April 25, 2022 (Virtual Committee Meetings)
- May 2, 2022 (**In Person** Full Board Meeting & Board Retreat)

May 1 is Commencement (tent.)

(*Note, Commencement is actually on May 8 so this meeting date would be May 9)



FY22 Meeting Schedule

DRAFT – PROPOSED MEETING CALENDAR

2021

September

Wednesday, September 8: Committee Meetings (*virtual*)
Wednesday, September 15: Strategic Workshop and Full Board Meeting (*virtual*)

November

Wednesday, November 10: Committee Meetings (*virtual*)
Wednesday, November 17: Strategic Workshop and Full Board Meeting (*in-person*)

2022

February

Wednesday, February 9: Committee Meetings (*virtual*)
Wednesday, February 16: Strategic Workshop and Full Board Meeting (*in-person*)

April

Thursday, April 28: Academic & Student Affairs Committee (*to approve Accountability Plan (AP) only*) and brief Full Board Meeting (*to approve AP only*) (*virtual*)

May/June

Thursday, May 26: Committee Meetings (*virtual*)
Tuesday, June 7: Strategic Workshop and Full Board Meeting (*in-person*)

Summer

Date TBD Executive Committee (EC) (*virtual*)

September

Wednesday, September 21: Committee Meetings (*virtual*)
Wednesday, September 28: Strategic Workshop and Full Board Meeting (*in-person*)

November

Date TBD Committee Meetings (*virtual*)
Date TBD Annual Board Retreat and Full Board Meeting (*in-person*)

Florida Polytechnic University
Board of Trustees

2021-2022
Board of Governors
MEETING CALENDAR

2021

- October 6, 2021 Facilities Committee; Budget & Finance Committee Workshops (*FGCU, Ft. Myers*)
- November 3-4, 2021 (*FAU, Boca Raton*)
**Includes the Annual Trustees Summit the morning of November 3*

2022

- January 25-26, 2022 (*FSU, Tallahassee*)
- March 29-30, 2022 (*UNF, Jacksonville*)
- June 28-30, 2022 (*UCF, Orlando*)
- September 13-14, 2022 (*UWF, Pensacola*)
- October 12, 2022 Committee Workshops (*USF, Tampa*)
- November 9-10, 2022 (*FAU, Boca Raton*)



Trustee Summit Agenda

State University System of Florida – Challenges in Leadership

Florida Atlantic University

November 3, 2021

Student Union Building

- 11:00 a.m.** **Opening Remarks**
Sydney Kitson, Chair, Board of Governors
Brian Lamb, Vice Chair, Board of Governors
-
- 11:15 a.m.** **Strategic and Infrastructure Planning – Post Pandemic**
Dean Colson, FIU Board of Trustees Chair, Moderator
Boards of Trustees Participants
-
- 12:00 p.m.** **Keynote Speaker and Lunch**
Larry Burns, Business Advisor and Speaker
-
- 1:00 p.m.** **Freedom of Expression Presentation**
Dr. Robert George, McCormick Professor of Jurisprudence and Professor of
Politics, Director, James Madison Program, Princeton University
Tim Cerio, Moderator, Board of Governors
Boards of Trustees Participants
-
- 2:30 p.m.** **Protecting Research Integrity**
Alan Levine, Moderator, Board of Governors
Boards of Trustees Participants
-
- 3:30 p.m.** *(break)*
-
- 3:45 p.m.** **Academic and Workforce Alignment**
Eric Silagy, Moderator, Board of Governors
Boards of Trustees Chairs
-
- 5:15 p.m.** **Recognition of Dr. Scott Rivkees, State Surgeon General**
-
- 5:30 p.m.** **Closing Remarks**
Sydney Kitson, Chair, Board of Governors