



Board of Trustees Meeting

BOT approved 05.03.2021

MEETING MINUTES

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

Florida Polytechnic University WEBEX TELE-CONFERENCE MEETING

I. Call to Order

Chair Cliff Otto called the meeting to order at 9:50 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 Connor Coddington, Trustee Earl Sasser, Trustee Bob Stork, Trustee Beth Kigel, and Trustee Gary Wendt were present (Quorum).

Trustees not present: Trustee Narendra Kini

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

III. Public Comment

There were no requests for public comment.

IV. Chairman's Remarks

Chair Cliff Otto recognized Trustee Connor Coddington for his contributions to the Board of Trustees this past year. Today is Trustee Coddington's final meeting as the student representative to the Board.

Chair Otto expressed appreciation to all of the faculty and staff for the tremendous work that has been done in regard to the pandemic over this past year.

V. President's Remarks

President Avent provided an overview of topics that are currently being discussed with other State University System (SUS) presidents, board chairs, and the Board of Governors (BOG). These topics include mitigating COVID-19, guidelines for spring commencement ceremonies, summer classes, and projected legislative appropriations to the SUS.

VI. University Growth Plan Update

President Avent reviewed the University's three, five, and ten-year growth plan goals and

administration's approach on how best to accomplish these goals. He covered three key areas of growth: students and programs, employees, and facilities.

Regarding the addition of new academic programs, Trustee Gary Wendt inquired whether the programs would compete with other SUS institutions' programs. President Avent replied the concentrations in the programs will differ from what other institutions offer.

For Florida Poly to improve both the faculty-to-administration ratio and the staff-to-faculty ratio, the University needs to increase the number of faculty. Trustee Bob Stork inquired if just adding faculty is enough to improve the ratios significantly. President Avent stated staff is also reviewing the organizational structure in order to address the number of people currently considered "administration." Trustee Coddington asked if other SUS institutions are trying to improve their ratios as well; President Avent stated they are likely not under as much pressure as Florida Poly is to improve in this area.

President Avent reviewed the projected ten-year Campus Master Plan (CMP). There is a critical need for research, office, and student support space. With the completion of the Applied Research Center (ARC), Florida Poly can grow the student body to 2,300. An additional academic building is necessary to grow to 3,000. President Avent stated if the state would allow universities to bond, Florida Poly could build these buildings much faster.

President Avent presented a plan for reallocating carryforward funds. \$4.135M in carryforward funds has already been moved to the construction budget to complete some office space and a few research labs in the ARC. If the University receives funding from the state legislature, a larger portion of the ARC will be completed. Trustee Coddington asked if the University obligates money towards the ARC, would the ask to the legislature be reduced to \$11M; President Avent confirmed that is correct. Trustee Beth Kigel inquired if any of the funds President Avent is proposing to obligate recurring funds. None are recurring as universities are not allowed to use carryforward funds for recurring expenses.

President Avent asked Ms. Penney Farley to share onscreen her actual carryforward budget spreadsheet for trustees to view. The Board of Governors requires boards of trustees to see the actual format and data that they are approving.

Trustee Laine Powell asked when the carryforward budget is due to the BOG. Ms. Farley stated it is due in early fall. Once the BOG approves a carryforward budget in the fall, the University is able to revise this budget within a one-year time frame with Board of Trustees approval only. The reason this issue is of urgent nature now is because the state legislation is working on its budget, so trustees need to vote on it today. Chair Otto referred to two things driving a sense of urgency on this topic: there is an expiration date at end of 2022 on the ability for Florida Poly to spend carryforward on building construction, and there is a possibility the legislation may sweep carryforward. If the University moves the \$4.1M now, a portion of the ARC will be usable.

A motion was made by Trustee Bob Stork to approve the Board of Governors Carryforward Report, contingent upon it being consistent with President Avent's presentation on carryforward funds. Trustee Beth Kigel seconded; a vote was taken, and the motion passed unanimously.

Ms. Farley will send the detailed carryforward spreadsheet to the trustees.

VII. Operations Plan 2020-2021 Update

President Avent provided a brief update on the University's progress with the 2020-2021 operations plan. There was no discussion and no action items.

VIII. Consent Agenda

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

- A. Finance & Facilities Committee
 - A. Approve Foundation Board of Directors Re-Appointments
 - a. Cindy Alexander
 - b. Todd Baylis
- 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 Revised Policy 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

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.

IX. Committee Reports

A. Finance and Facilities Committee

Chair Cliff Otto stated the committee reviewed the University's second quarter financial results, a review of contracts over \$200,000, a review of one contract over \$500,000, an update on the proposed P3 and related ITN, and ARC update, a report from University Advancement, and the University Foundation's first quarter financial review.

The Committee recommends the Board 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. A vote was taken, and the motion passed unanimously.

B. Audit & Compliance Committee

Committee Chair Bob Stork reported the committee heard an update on all audit and compliance activities, including the Performance Based Funding (PBF) data integrity audit, the data integrity certification, and the University Foundation financial audit for fiscal year ending June 30, 2020.

The Committee recommends the Board approve the Performance-Based Funding Data Integrity Audit performed by University Audit for the period ending September 30, 2020. A vote was taken, and the motion passed unanimously.

The Committee recommends the Board approve the Data Integrity Certification for 2021 (as modified for audit results). A vote was taken, and the motion passed unanimously.

C. Governance Committee

Committee Chair Mark Bostick stated the Governance Committee reviewed one regulation and three policy actions: the approval of the new Anti-Hazing regulation, the repeal of the Anti-Hazing policy, the revisions to the policy on the Creation and Development Process for Non-Academic Policies, and the revisions to the policy on graduation requirements for graduate students. The Committee also did the periodic review of the Bylaws, and no changes are being recommended at this time.

The Committee discussed the proposed revisions to the Board's Policy on the Annual Review of the President. **The Committee recommends the Board approve the revised Board of Trustees Policy on Annual Review of the President as presented in the materials with additional revisions as shown in the presentation slides 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. A vote was taken, and the motion passed unanimously.**

Committee Chair Bostick reported Mrs. Kris Wharton presented various topics to consider for trustee training opportunities and information on possible presenters. In accordance with the Committee's instructions, President Avent made a recommendation to the Board that Carol Cartwright provide training on various topics at the retreat. The trustees voted that staff move forward to engage AGB Consultant Dr. Carol Cartwright to provide training on the topics at the Board retreat.

D. Strategic Planning Committee

Committee Chair Gary Wendt reported the Committee adopted a modified committee charter that clarifies the role of the committee and provides greater opportunities for forming subcommittees to research specific issues and present their findings to the Committee. The Committee also heard a comprehensive presentation on the Florida Industrial Phosphate Research Institute (FIPR Institute) by Provost Parker.

E. Academic & Student Affairs Committee

Committee Chair Earl Sasser stated the Committee heard Provost Parker's report which covered Performance Based Funding (PBF) metrics, the faculty hiring plan, a COVID-19 update on the challenges and how they were being addressed, an update on the SACSCOC reaffirmation process, and an update on admissions and recruiting strategies being used. Provost Parker proposed a Pilot Out-of-State Fee Waiver Program that would waive \$410 of the \$510 per credit hour out-of-state fee for new students.

The Committee combined its prior two motions and recommends the Board approve the proposed Pilot Out-of-State Fee Waiver Program for academic years 21-22 and 22-23 and authorize an increase to the waiver authority by the amount necessary to effectuate the program. A vote was taken, and the motion passed unanimously.

X. Board of Trustees Meeting Schedule

Chair Otto reviewed the updated Board of Trustees meeting schedule through May 2022.

Trustee Earl Sasser made a motion to approve the Board of Trustees 2021-2022 meeting schedule as presented. Trustee Laine Powell seconded the motion; a vote was taken, and the motion passed unanimously.

XI. Board of Governors Meeting Schedule

The next meeting of the Board of Governors is scheduled for March 23-24, 2021.

XII. Closing Remarks and Adjournment

Trustee Coddington asked about the status of the research park. Chair Otto replied currently there is a developer doing onsite studies regarding acquisition and development of the land, but no decision has been made to date.

With no further business to discuss, the meeting adjourned at 12:33 p.m.