



Board of Trustees Meeting

BOT approved 02.16.2022

MEETING MINUTES

November 17, 2021
8:30 AM - 10:15 AM

Florida Polytechnic University WEBEX TELECONFERENCE MEETING

I. Call to Order

Chair Cliff Otto called the meeting to order at 8:31 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, Trustee Narendra Kini, and Trustee Gary Wendt were present (Quorum).

Staff present: President Randy Avent, Provost Terry Parker, Gina DeIulio, Kris Wharton, Mike Dieckmann, Dr. Tom Dvorske, Dr. Ben Matthew Corpus, Dr. Kathryn Miller, Alex Landback, David Blanton, David Calhoun, Penney Farley, Maggie Mariucci, Melaine Schmiz, John Causey, and Lydia Guzman were present.

III. Public Comment

There were no requests received for public comment.

IV. Chairman's Remarks

Chair Cliff Otto turned the meeting over to President Randy Avent without making remarks.

V. President's Remarks

President Avent immediately started his update on the FY22 operations plan.

VI. Operations Plan FY22 Q1 Update

President Avent provided an update to his Operational Goals FYE22. He highlighted progress in the following areas of focus: admissions, student success, curriculum, graduate program, advancement, and efficient administration.

Trustee Gary Wendt inquired about senior capstone projects and President Avent described its various elements. In response to Trustee Earl Sasser's question on how many credit hours are received for a capstone project, Provost Terry Parker stated the student receives three credit hours in both the fall and spring semesters. Trustee Laine Powell asked if Industry evaluates the projects upon completion. Provost Parker shared each capstone project is industry-inspired and engagement between the company and each capstone team occurs throughout the year, culminating in a capstone fair in the spring where all projects are

presented to the campus and Industry.

Regarding IT Services, Trustee Bob Stork asked if the University has any concerns about threats such as hacking. Mike Dieckmann responded this is one reason his team has focused on cloud-based architecting as the cloud is more secure than an on-campus system.

President Avent shared that the University is still working to fill three key staff roles: Vice President of Administration and Finance; Diversity, Equity, & Inclusion Officer (DEI); and Government Relations Officer. Trustee Lyn Stanfield asked for clarification on titles for the latter two positions. President Avent replied both DEI and Government Relations are advertised as "Officer" as they are both single contributor roles. Neither position will include management responsibilities initially, although that may change for DEI if the role expands over time.

Trustee Powell congratulated VP Kathy Bowman and her team on a successful Corporate Impact Summit on November 16, 2021. She appreciated the great discussion with alumni.

Finally, President Avent shared that the University continues to work with surrounding property developers to cast Florida Poly's vision for the extended campus. He continues to build relationships with Lakeland and Auburndale, Polk County, and Economic Development Councils (EDC).

VII. Strategic Discussion

President Avent presented key issues facing the University:

1. **Residence Halls:** A housing consultant has been contracted to provide the University with options for addressing the need for additional housing on campus. The interim solution for fall 2022 includes converting select single rooms to doubles and giving priority to freshmen and sophomores. The completion of a new resident hall by fall 2023 would require an aggressive schedule. Interim housing of students off campus may be an option and Trustee Samantha Ashby asked if transportation services would be expanded in that case. Transportation services are expensive but will be reviewed.
2. **Deferred Maintenance:** President Avent shared the Board of Governors' concern about \$800M+ in deferred maintenance liability throughout the SUS. As Florida Poly is so new, deferred maintenance is not an immediate threat, however the University should be proactive and address this issue now so there isn't a problem in 20 years. Current analysis shows the University could reserve .75% or 1% in annual escrow for deferred maintenance.
3. **Remote Work:** President Avent reviewed the University's progress on developing a hybrid remote work model. To attract and retain Florida Poly's best employees, the University developed a flexible work policy. Flexible work programs are currently being tested and reviewed by the Technology Services and University Relations departments.
4. **Online Education:** As the Board approaches discussions on the next five-year strategic plan, remote learning experiences need to be considered.

VIII. Faculty Presentation: "Virtual Reality Based Surgical Simulators"

Dr. Doga Demirel, Assistant Chair and Assistant Professor, Department of Computer Science, presented his recent research on virtual reality based surgical simulators. He reviewed his motivation for research in this area, explaining conventional training methods for surgeons all have deficiencies. Virtual surgery simulations are more efficient, specific, available, and accessible 24/7.

Trustee Narendra Kini congratulated Dr. Demirel on his research and asked how he is addressing the need for a sense of tactile touch with simulations. Dr. Demirel stated haptic devices, such as wireless haptic gloves which are being developed, help achieve that sense of touch. Trustee Kini also inquired if Dr. Demirel foresees integration of devices such as HoloLens. Dr. Demirel replied with GPU and CPU improvements, the HoloLens could replace virtual reality devices in the next 5-10 years.

IX. Consent Agenda

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

- A. Academic & Student Affairs Committee
 - 1. Approve an automatic tuition waiver of \$150 per credit hour for all graduate students who are starting graduate school at the University in AY 2022-23
 - 2. Approve the procedure to connect undergraduate students to career planning, coaching, and related programs during the first academic year of the student's enrollment (the "Florida Poly Career Planning Training" process) as required by Section 1006.75(3)(a), Florida Statutes
 - 3. Approve the \$5.0 million in waiver authority per academic year starting with AY 2022-2023
- B. Finance and Facilities Committee
 - 1. Approve FY22 Carryforward Plan – Amended
- C. Board of Trustees
 - 1. Approve the August 11, 2021 Executive Committee Meeting Minutes
 - 2. Approve the September 15, 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.

X. Powers and Duties of the President

Chair Cliff Otto stated that over the last two meetings, the Governance Committee reviewed the current resolution on powers and duties of the president. He presented the committee's recommended changes to the resolution. Trustee Beth Kigel stated these same recommendations received unanimous approval by the Finance and Facilities Committee.

Trustee Narendra Kini made a motion to approve the draft Resolution on Powers and Duties of the President. The primary changes are:

- 1. Increasing the President's authority as it relates to purchasing agreements from \$500K to \$1M, with the Chair of the Finance Committee approving contracts that are \$1M to \$2M in total value, and the Finance & Facilities Committee approving any contracts exceeding \$2M in total value.**
- 2. Only requiring an annual report to the finance committee on purchasing agreements that exceed \$1M in total value.**

Trustee Earl Sasser seconded the motion; a vote was taken, and the motion passed unanimously.

XI. Committee Reports

A. Governance Committee

Committee Vice Chair Bob Stork stated the primary focus of the Governance Committee meeting was President Avent's performance review and compensation adjustments.

1. Approve President's Evaluation for 2020-2021

The Committee reviewed and discussed the composite of the Trustee's evaluations of the President's performance. Chair Otto stated trustees' comments in the evaluation document were favorable, resulting in an overall performance rating of "Exceeded."

The committee unanimously recommends the Board approve the "President's Annual Review, July 2020-2021, Composite of the Trustees' Evaluations" as the document reflecting the President's Evaluation. 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.

2. Approve President's Compensation Adjustments

Regarding salary, the committee recommends an increase of 3.5% to the President's base salary, which is the guaranteed minimum increase per the President's Employment Agreement.

The committee also discussed what percentage President Avent should receive as performance compensation/bonus. The president received an overall rating of "Exceeded", therefore the bonus can be 20% to 30% of his current base salary. As it was a remarkable year for the University despite COVID challenges, the committee recommends the compensation/bonus to be 29% of the current base salary.

The committee unanimously recommends the Board approve the 3.5% minimum increase to the president's base salary and approve a performance compensation bonus in the amount of 29% of the president's current annual 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.

3. Approve Renewal of President's Employment Agreement for 2022-2023

Committee Vice Chair Stork reported the committee unanimously agreed to recommend extending President Avent's contract for an additional year ending July 6, 2023. The committee also agreed to recommend that the Board approve an amendment to the president's employment agreement which is required with each extension of the contract. Therefore,

The committee unanimously recommends the Board approve the renewal of President Randy Avent's appointment term for an additional year ending July 6, 2023 and to approve Amendment #2 to the President's Employment Agreement. 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.

Trustee Wendt inquired if President Avent asked for any modifications to the employment agreement; the response was "no."

B. Academic & Student Affairs Committee

Committee Chair Earl Sasser shared the committee approved the three items the board just approved in the consent agenda. He especially noted the importance of engaging freshmen in career planning as well as the importance of tuition waivers as enrollment continues to increase. One item Committee Chair Sasser believes is important for the Board to discuss as part of the next strategic plan is how fast the University should grow given Florida Poly's biggest current constraint is housing.

C. Audit & Compliance Committee

Committee Chair Stork stated the committee reviewed the progress of external and internal audit activities. The committee also received the results of the textbook adoption monitoring review for the fall 2021 term. Results indicated 99.1% of textbooks were adopted in a timely manner. Additionally, the committee reviewed the results of the financial audit for the University Foundation, which revealed a clean opinion on the financial statements and a favorable financial condition overall.

D. Finance & Facilities Committee

Committee Chair Kigel reviewed the items her committee reviewed including first quarter financials for both the University and the Foundation and a campus construction update. Two items were discussed and approved: the revised Carryforward Spending Plan for FY22 which was approved today in the consent agenda, and the revised Resolution on Powers and Duties of the President which was just approved by the Board today in the previous agenda item.

XII. Board of Trustees Annual Work Plan

Chair Otto stated the Board of Trustees does not have a Work Plan to guide its annual work as the Board committees. Today's meeting materials contain a draft of a Board of Trustees Annual Work Plan which is divided into six primary areas of oversight: Mission and Strategic Direction, Board Governance, Fiscal Integrity, Educational Quality, Engaging Florida Poly's Major Constituents, and Presidential Assessment and Compensation. Each area lists items that will come before the Board for discussion, approval, or other action during the course of the fiscal year. Trustees had no questions or comments on the Work Plan.

Trustee Beth Kigel made a motion to approve the Board of Trustees Annual Work Plan for FY2021-2022. Trustee Earl Sasser seconded the motion; a vote was taken, and the motion passed unanimously.

XIII. Board of Trustees Meeting Schedule

Chair Otto stated the next committee and Board meetings will take place in February, 2022. The strategic workshop and full Board meeting will take place in person on Wednesday, February 16, 2022.

XIV. Board of Governors Meeting Schedule

Chair Otto shared the next Board of Governors meeting will be held at Florida State University January 25-26, 2022.

XV. Closing Remarks and Adjournment

With no further business to discuss the meeting adjourned at 10:59 a.m.

