



Board of Trustees Meeting Minutes

DRAFT MEETING MINUTES

**Tuesday, May 24, 2022
11:30 AM – 12:30 PM**

**Florida Polytechnic University
Applied Research Center & via WebEx**

I. Call to Order

Chair Cliff Otto called the meeting to order at 11:01 am.

II. Roll Call

Kris Wharton called the roll: Chair Cliff Otto, Vice Chair Mark Bostick, Trustee Susan LeFrancois, Trustee Melia Rodriguez, Trustee Beth Kigel, Trustee Earl Sasser, Trustee Bob Stork, Trustee Narendra Kini, and Trustee Gary Wendt were present (Quorum).

Board members not present: Trustee Lyn Stanfield, Trustee Laine Powell

Staff present: President Randy Avent, Provost Terry Parker, Dr. Allen Bottorff, Gina DeIulio, Kathy Bowman, David Blanton, and Kristen Wharton were present.

III. Public Comment

There were no requests received for public comment.

IV. Board of Trustees Work Plan Review

There were no comments or questions about the Board's Work Plan.

V. Chairman's Remarks

Chair Cliff Otto did not make any formal remarks and moved to the next agenda item.

VI. Recognition of Service: Trustee Earl Sasser

Chair Otto recognized Trustee Earl Sasser whose term ends June 30, 2022. Kristen Wharton read the proclamation of appreciation, which is attached to these minutes, honoring Trustee Sasser's service. On behalf of the trustees, Chair Otto expressed his appreciation for his many contributions to the Board and the University.

Trustee Sasser recounted several University highlights that occurred during his tenure and expressed his optimism for the future of Florida Poly.

VII. President's Remarks

President Randy Avent presented a mock-up of the plaque that will be installed on the outside of the Applied Research Center (ARC). The plaque includes the names of the trustees who were seated at the time the construction contract was awarded to Skanska.

VIII. President's FY22 Operational Goals: Q3 Progress Report

President Avent provided an update to his Operational Goals FY22. He highlighted progress in the following areas of focus: admissions, student success, curriculum, graduate program, advancement, and efficient administration.

There was no additional discussion or questions.

IX. Consent Agenda

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

1. Approve the Florida Polytechnic University Educational Plant Survey for 2022-2027
2. Approve the Capital Improvement Plan (CIP)
3. Approve the Florida Poly Finance Corporation's Articles of Incorporation and Bylaws and to authorize staff to file the necessary documents to establish the Corporation, if it is determined that the Corporation should obtain financing for Phases 2,3, and 4
4. Approve the Skanska Prime Contract Change Order 018, in the amount of \$246,910.00
5. Approve the Florida Polytechnic University Operating Budget FY23
6. Approve Compass Group USA, Inc. Food Services Contract Amendment No. 5
7. Approve the Legislative Budget Request for 2024
8. Approve the request for PECO funding and the approval to build a Student Achievement Center
9. Approve the Foundation's Planned Uses of University Personnel and Property (FY23)
10. Approve the President's Operational Goals for FYE2023
11. Approve the amended and restated plan documents for the Florida Polytechnic University Retirement Plan to be effective July 1, 2022
12. Approve the May 3, 2021 Board of Trustees Retreat Meeting Minutes
13. Approve the April 28, 2022 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. Committee Reports

A. Academic & Student Affairs Committee

Trustee Sasser reviewed highlights from Provost Parker's presentation. There were no items for approval.

B. Finance and Facilities Committee

Trustee Beth Kigel reported on key issues the committee reviewed and discussed. She also reviewed the committee's action items which were approved on the consent agenda.

One action item that did not receive unanimous approval at the committee level was the Debt Management Policy which was developed to provide rules for the issuance of debt by the University and its Direct Support Organizations (DSO). Trustee Kigel noted this agenda item did receive unanimous approval in the Governance Committee.

Trustee Beth Kigel made a motion to approve the Florida Polytechnic University Board of Trustees Debt Management Policy. Trustee Melia Rodriguez seconded the motion; a vote was taken, and the motion passed unanimously.

C. Audit and Compliance Committee

Trustee Bob Stork shared that his committee heard updates on both internal and external audits, learned the excellent results of the spring 2022 textbook adoption monitoring, and approved the external reviewer for the Quality Assurance Review (QAR).

D. Governance Committee

Board Vice Chair Mark Bostick stated the Governance Committee approved several items which were included on today's consent agenda: President Avent's Operational Goals for fiscal year 2023; changes to the University Retirement Plan for President Avent, and approval of the Articles of Incorporation and Bylaws for a finance corporation. Additionally, Kris Wharton presented a list of potential training topics which will be sent to all trustees to be ranked in order of importance.

XI. Officer Elections

Vice Chair Bostick stated the Governance Committee voted earlier today to recommend the nomination of Trustee Cliff Otto as the 2022-2024 Board of Trustees Chair and Trustee Beth Kigel as the 2022-2024 Board of Trustees Vice Chair. The floor was opened for other nominations for Chair and Vice Chair.

With no nominations from the floor, Trustee Gary Wendt made a motion to approve Trustee Cliff Otto as Board of Trustees Chair for the term 2022-2024. Trustee Melia Rodriguez seconded the motion; a vote was taken, and the motion passed unanimously.

Trustee Gary Wendt made a motion to approve Trustee Beth Kigel as Board of Trustees Vice Chair for the term 2022-2024. Trustee Melia Rodriguez seconded the motion; a vote was taken, and the motion passed unanimously.

XII. Board of Trustees FY22-23 Meeting Calendar

Trustee Bob Stork motioned to approve the 2022-2023 Board meeting schedule as presented. Trustee Beth Kigel seconded the motion; a vote was taken, and the motion passed unanimously.

XIII. Board of Governors Meeting Schedule

Chair Otto shared the next Board of Governors meeting will be held at the University of Central Florida (UCF) in Orlando June 29-30, 2022.

XIV. Closing Remarks and Adjournment

Trustee Stork commended Trustee Sasser for his quality work with the Academic & Student Affairs committee.

Chair Otto expressed his appreciation to David Calhoun, AVP Facilities & Safety Services, and his team for their work on the Applied Research Center.

With no further business to discuss the meeting adjourned at 11:45 a.m.