



BOARD OF TRUSTEES

Governance, Audit, and Compliance Committee **DRAFT** Meeting Minutes

February 5, 2025
11:00 A – 12:15 P

Florida Polytechnic University
Barnett Applied Research Center (BARC)
and Virtual via Microsoft Teams

I. Call to Order

Committee Chair Cliff Otto called the Governance, Audit, & Compliance Committee meeting to order at 11:03 a.m.

II. Roll Call

Sherri Pavlik called the roll: Committee Chair Cliff Otto, Committee Vice Chair Jesse Panuccio, Trustee Patrick Hagen, and Trustee Dorian Abbot were present (Quorum).

Committee members not present: Trustee Sidney Theis

Other Trustees Present: Board Chair Beth Kigel, Trustee Brad Towle, and Trustee Ilya Shapiro

Staff Present: President Devin Stephenson, David Fugett, David Blanton, Interim Provost Brad Thiessen, Bryan Brooks, Kelli Stargel, Mike Dieckmann, Dr. Allen Bottorff, Melaine Schmiz, Sherri Pavlik, and Kristen Wharton

III. Public Comment

There were no requests received for public comment.

IV. Approval of the November 7, 2024, Minutes

Trustee Dorian Abbot made a motion to approve the Governance, Audit, and Compliance Committee meeting minutes for November 7, 2024. Trustee Jesse Panuccio seconded the motion; a vote was taken, and the motion passed unanimously.

V. 2024-2026 Governance, Audit, and Compliance Committee Work Plan

Committee Chair Otto reviewed the Governance, Audit, and Compliance Committee Work Plan. There was no discussion on this item.

VI. Emeritus Resolution

Committee Chair Otto provided an overview of the President Emeritus designation, an honorary title bestowed upon a retiring or former president to recognize their distinguished service. While the title does not involve specific administrative duties, it serves as an acknowledgment of the individual's significant contributions to the University.

Chair Otto highlighted the exceptional contributions of Dr. Avent, the inaugural president of Florida Polytechnic University, in establishing the institution as a leader in Science, Technology, Engineering, and Mathematics (STEM). Dr. Avent's instrumental role in shaping the University's vision, growth, and success was emphasized. Therefore, awarding Dr. Avent the President Emeritus designation is a fitting recognition of his invaluable contributions to the University.

Trustee Jesse Panuccio made a motion to recommend approval of the Emeritus Resolution, designating Randy Avent as President Emeritus of Florida Poly. Trustee Patrick Hagen seconded the motion; a vote was taken, and the motion passed unanimously.

VII. Audit and Compliance

A. Audit and Compliance Update

David Blanton, Chief Compliance Officer and Chief Audit Officer, provided the Committee with an audit and compliance update. The update covered both external audits and University audit and compliance activities.

Regarding external audits, the Auditor General's financial audit for the fiscal year ending 2024 is currently in progress. In terms of University audit and compliance, the key activities highlighted included a follow-up on the Auditor General's Information Technology (AG IT) audit, textbook monitoring for Spring 2025, and an audit of compliance with regulations concerning foreign influence.

B. Performance Based Funding Audit and Data Integrity Certification

Blanton provided an overview of the Performance-Based Funding (PBF) Audit and Data Integrity Certification. He explained that the scope of the audit, approved by the Committee in September 2024, covered the period from October 1, 2023, to September 30, 2024. Blanton reported that there were no reportable matters or prior audit observations. He further noted that the PBF audit serves as the basis for the certification and requires signatures from both the President and the Board Chair in order to be submitted to the Board of Governors by the deadline of March 1, 2025.

Trustee Dorian Abbot made a motion to recommend approval of the Textbook Adoption Monitoring Review to the Board of Trustees. Trustee Jesse Panuccio seconded the motion; a vote was taken, and the motion passed unanimously.

C. Textbook Adoption Monitoring Review (Fall 2024)

David Blanton presented the results of the Textbook Adoption/Transparency Monitoring Review for Fall 2024, revealing that the University was in compliance. However, he noted two new laws requiring syllabi for general education courses to be included and for faculty to submit an attestation, confirming they have reviewed the materials and determined their

appropriateness for the course, in accordance with university policy. The University is currently working on implementing procedures for these new requirements.

Trustee Brad Towle inquired about the specifics of the syllabi requirements. Blanton clarified that the law specifically applies to general education courses and detailed requirements are specified in the legislation. Trustee Dorian Abbot remarked that these requirements would benefit students by improving course scheduling and textbook planning. He suggested that the leadership consider extending these requirements to all courses, not just general education.

D. Foundation Financial Audit FYE24

Blanton presented the results of the Foundation Financial Audit for fiscal year ending 2024, detailing the findings of the report. The audit included two reports: the Independent Auditors Report, which concluded with a clean opinion on the financial statements; and the Report on Internal Control over Financial Reporting, Compliance, and Other Matters, which indicated no reportable matters, noncompliance, or other concerns. Blanton noted that the audit also included a Management Letter, which identified three areas where the Foundation could enhance internal controls. Although these were not classified as audit findings, they were deemed significant enough to be brought to the Committee's attention.

VIII. Governance

A. Regulations

David Fugett provided an overview of the following amended regulations:

1. FPU-1.003 Use of University Facilities and Property was discussed, with a revision to the definition of "sunset" time. The updated policy now specifies that the "sunset" time will be defined as published by the National Oceanic and Atmospheric Administration (noaa.gov).

Trustee Patrick Hagen made a motion to recommend to the Board of Trustees the approval of amended regulation FPU-1.003 Use of University Facilities and Property. Trustee Dorian Abbot seconded the motion; a vote was taken, and the motion passed unanimously.

2. FPU-1.007 Campus Free Expression was reviewed and updated to define "sunset" time as published by the noaa.gov. Additionally, the policy was clarified regarding the use of outdoor space for expression activities.

Trustee Dorian Abbot made a motion to recommend to the Board of Trustees the approval of amended regulation FPU-1.007 Campus Free Expression. Trustee Patrick Hagen seconded the motion; a vote was taken, and the motion passed unanimously.

3. FPU-5.003 Textbook and Instructional Materials Selection and Affordability was reviewed and updated to establish the University's textbook and instructional materials approval and adoption procedures that support the effort to minimize the cost of textbooks and instructional materials for students while maintaining the quality of education and academic freedom.

Trustee Jesse Panuccio made a motion to recommend to the Board of Trustees the approval of amended regulation FPU-5.003 Textbook and Instructional Materials Selection and Affordability. Trustee Dorian Abbot seconded the motion; a vote was taken, and the motion passed unanimously.

B. Employment Practices

President Devin Stephenson provided the bi-annual report on Employment Practices, which included an overview of the Employee Hiring process, a summary of employees hired in fiscal year 2025, and a report on any bonuses awarded year to date (July 1, 2024, through December 31, 2024).

Trustee Abbott commented on the newly hired Assistant Professors, recommending mentorship from senior faculty members. Dr. Stephenson responded by sharing that a new faculty teaching and learning center has been established, driven by faculty, to help mentor teachers. Abbott then emphasized the strategic advantage that Florida Poly has with its teaching focus and expressed his admiration for the extremely high-level instruction that the students receive.

IX. Closing Remarks and Adjournment

With no further business to discuss the meeting adjourned at 11:36 a.m.

Respectfully submitted:

Sherri Pavlik

Executive Assistant & Paralegal

Office of General Counsel