

BOARD OF TRUSTEES

# Board of Trustees Meeting Agenda

Wednesday, June 5, 2024  
9:00 AM – 11:45 AM

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

Dial in: 1-863-225-2351 | Conference ID: 952 749 986#

## MEMBERS

Cliff Otto, Chair	Beth Kigel, Vice Chair	Mark Bostick
Dr. Laine Powell	Lyn Stanfield	Jesse Panuccio
Christos Tsetsekas	Patrick Hagen	Dr. Bradford Towle
Dr. Dorian Abbot	Dr. Sidney Theis	Ilya Shapiro

## AGENDA

I.	Call to Order	Cliff Otto, Chair
II.	Roll Call	Kristen Wharton Corporate Secretary
III.	Public Comment	Cliff Otto
IV.	<a href="#">Board of Trustees Work Plan FY24</a>	Cliff Otto
V.	Chairman's Remarks	Cliff Otto
VI.	President's Remarks	Dr. Randy K. Avent President
VII.	<a href="#">Alumni Panel Discussion</a>	
VIII.	Presidential Transition Team Report	Beth Kigel, Vice Chair
IX.	<a href="#">Officer Elections</a> <b>*Action Required*</b>	Cliff Otto
X.	<a href="#">Recognition of Service: Trustee Laine Powell</a> <b>*Action Required*</b>	Cliff Otto
XI.	<a href="#">University Operating Budget FY25</a> <b>*Action Required*</b>	Dr. Allen Bottorff Vice President and Chief Financial Officer
XII.	<a href="#">Capital Improvement Plan (CIP) FY26</a> <b>*Action Required*</b>	Dr. Allen Bottorff

- XIII. [Resolution on Signature Authority on Depository Accounts](#)  
*\*Action Required\** Cliff Otto
- XIV. [Committee Reports](#)
- A. Academic and Student Affairs Committee Dr. Sidney Theis  
Committee Chair
- B. Finance and Facilities Committee Lyn Stanfield  
Committee Chair
- \*Action Required\**
1. Approve the following naming opportunities:
- Barnett Applied Research Center – Room 1122:  
*Polumbo Group Conference Room*
  - Barnett Applied Research Center – Room 1116:  
*Duke Energy Lab*
  - Barnett Applied Research Center – Room 1124:  
*Dr. Muhammad Harunur Rashid Classroom*
- C. Governance, Audit, and Compliance Committee Jesse Panuccio  
Committee Vice Chair
- XV. [Consent Agenda](#) Cliff Otto  
*\*Action Required\**
- A. Governance, Audit, and Compliance Committee
1. Approve Regulation FPU-1.0305 Commercial Filming on Campus
2. Approve Regulation FPU-6.004 Annual Leave
3. Approve Regulation FPU-6.005 Sick Leave
- B. Academic and Student Affairs Committee
1. Approve Revisions to the 2024 Florida Polytechnic University Accountability Plan
2. Approve General Education Course Requirements
3. Revisions to Faculty Handbook: Labor Categories and Committee Structure
- C. Finance and Facilities Committee
1. Approve Main Campus - Parking Lot 5 Project Budget Increase
2. Approve Gary C. Wendt Engineering Building (Engineering Building 1) Project Budget Amendment
3. Approve Foundation's Planned Uses of University Personnel and Property (FY+1)
- D. Board of Trustees
1. Approve Board of Trustees Meeting minutes from April 25, 2024
- XVI. Legislative Session Report Lauren Mariano
- XVII. [Risk Management Presentation](#) Michelle Powell

- |        |  |            |
|--------|--|------------|
| XVIII. | <a href="#">Board of Trustees Meeting Schedule</a><br><b>*Action Required*</b> | Cliff Otto |
| XIX.   | <a href="#">Board of Governors Meeting Schedule</a>                            | Cliff Otto |
| XX.    | Closing Remarks and Adjournment  | Cliff Otto |



**Florida Polytechnic University  
Board of Trustees  
June 5, 2024**

**Subject: 2023-2024 Board of Trustees Work Plan**

---

**Proposed Action**

Review only. No action required.

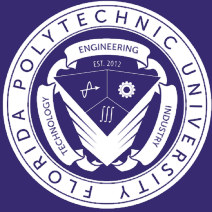
**Background Information**

Chair Cliff Otto will review the Committee's 2023-2024 Work Plan.

---

**Supporting Documentation:** Board of Trustees Work Plan 2023-2024

**Prepared by:** Kristen Wharton, Corporate Secretary, University Board of Trustees



# BOT Annual Work Plan 2023-2024

## Board of Trustees Work Plan 2023-2024

### STRATEGIC PRIORITIES

The following are strategic priorities which will be frequently discussed throughout the year:

- Presidential Search and Transition
- Student Housing
- Performance Based Funding (PBF)
- Enrollment Growth
- New Academic Programs (if proposed)
- Campus and Extended Campus Growth

### SEPTEMBER

- Discussion of Strategic Priorities
- Board of Trustees FY24 Work Plan (*review and approve*)
- Annual Review and Endorsement of Statement of Free Expression (*review and approve*)
- Annual Financial Statements FY23(University and Foundation) (*review only*)
- Fixed Capital Outlay Budget FY24 (*review and approve*)
- Education & General (E&G) Carryforward Spending Plan FY24 (*review and approve*)
- Florida Equity Report FY23 (*review and approve*)
- Regulations and Policies (*review and approve as needed*)
- *Engagement: event with faculty*

### NOVEMBER

- Annual Board of Trustees Retreat
- Discussion of Strategic Priorities
- Annual Ethics Agreement Reviewed and Signed
- Legislative Advocacy Plan for 2024 Session
- President's Annual Evaluation FY23 (*review and approve*)
- President's Compensation Review (*review and approve*)
- Annual Report on Advanced Mobility Institute (AMI) (*review and approve*)
- Annual Report on FIPR Institute (*review and approve*)
- Regulations and Policies (*review and approve as needed*)
- *Engagement: event with industry and major donors*

### FEBRUARY

- Discussion of Strategic Priorities
- Regulations and Policies (*review and approve as needed*)
- *Engagement: event with students*

## APRIL

- University Accountability Plan FY24 *(review and approve)*

## JUNE

- Discussion of Strategic Priorities
- Legislative Session Report on 2024 Session
- University Operating Budget FY25 *(review and approve)*
- Capital Improvement Plan (CIP) FY26 *(review and approve)*
- Legislative Operating Budget Request (LBR) FY26 *(review and approve)*
- Performance Based Funding (PBF) Metrics FY24 *(review only)*
- Board Officer Elections
- Regulations and Policies *(review and approve as needed)*
- *Engagement: event with University Foundation Board of Directors*

**Florida Polytechnic University  
Board of Trustees  
June 5, 2024**

**Subject: Alumni Panel Discussion**

---

**Proposed Board Action**

Information only. No action required.

**Background Information**

Five Florida Poly alumni will join the Board for a discussion on their experience at the University and how their education prepared them for their careers. Kristen Wharton will serve as moderator with a set of prepared questions; trustees will have the opportunity to ask their own questions.

Joining the panel is:

**Shelby Sims ('18)**

Degree: Mechanical Engineering with a Concentration in Nanotechnology

Current Work: Project Manager with The Whiting Turner Contracting Company

**Ashton Olney ('19)**

Degree: Computer Science with a Concentration in Cyber Security

Current Work: Software Engineer at FIS | Banking Solutions

**Sinead Fernandes**

Undergraduate Degree: Computer Engineering ('19)

Graduate Degree: Electrical Engineering ('21)

Current Work: Test Development Engineer at Jabil, Inc.

**Vinicius (Vin) Seixas**

Undergraduate Degree: Computer Engineering ('20)

Graduate Degree: Computer Science ('22)

Current Work: Systems Developer at W.S. Badcock

**Nicholas Springett ('20)**

Degree: Business Analytics

Current Work: Business Intelligence & Insights Analyst 1 at TECO Partners, Inc.

---

**Supporting Documentation:** N/A

**Prepared by:** Kristen Wharton, Corporate Secretary, University Board of Trustees

**Florida Polytechnic University  
Board of Trustees  
June 5, 2024**

**Subject: Officer Elections**

---

**Proposed Board Action**

1. Elect the Board of Trustees Chair for the term of August 1, 2024 through July 31, 2026
2. Elect the Board of Trustees Vice-Chair for the term of August 1, 2024 through July 31, 2026

**Background Information**

Pursuant to Section 4.2 of the Fifth Amended and Restated Bylaws of the Florida Polytechnic University Board of Trustees adopted February 16, 2023, "The Board shall elect the Chair and Vice-Chair from the appointed members of the Board at its last regular meeting prior to August 1 upon recommendation of the Governance Committee; the Chair and Vice-Chair shall each serve for a two-year term to begin on August 1."

The Governance, Audit, and Compliance Committee, at its most recent meeting held May 29, 2024, unanimously recommends the election of Vice Chair Beth Kigel as Board Chair and Trustee Jesse Panuccio as Board Vice Chair.

---

**Supporting Documentation:** N/A

**Prepared by:** Kristen Wharton, Corporate Secretary, University Board of Trustees



**Florida Polytechnic University  
Board of Trustees  
June 5, 2024**

**Subject: Recognition of Service: Trustee Laine Powell**

---

**Proposed Board Action**

Approve Resolution 2024-005 in recognition and profound appreciation of distinguished service by Trustee Laine Powell.

**Background Information**

Trustee Powell will be recognized for her outstanding service on the Florida Polytechnic University Board of Trustees.

---

**Supporting Documentation:** Resolution 2024-005 in Recognition of Trustee Laine Powell's Service on the Florida Polytechnic University Board of Trustees

**Prepared by:** Kristen Wharton, Corporate Secretary, University Board of Trustees



FLORIDA POLYTECHNIC  
UNIVERSITY

## Board of Trustees

# Resolution

2024-005

**In Recognition and Profound Appreciation of Distinguished Service:**

## Trustee Laine Powell

WHEREAS Trustee Laine Powell was selected by the Board of Governors of the State University System of Florida to serve on the Board of Trustees for Florida Polytechnic University, and;

WHEREAS Trustee Powell served on the Florida Polytechnic University Board of Trustees from September 16, 2020, to July 15, 2024, and;

WHEREAS Trustee Powell served on the Board of Trustees' Academic and Student Affairs Committee, the Audit and Compliance Committee, the Finance and Facilities Committee, and served as Vice Chair of the Governance, Audit, and Compliance Committee, and;

WHEREAS Trustee Powell demonstrated her commitment to the mission of Florida Polytechnic University, and always pursued the highest of academic standards, and;

WHEREAS Trustee Powell served with integrity and was held in high esteem by her fellow trustees.

**Now, therefore be it resolved** that The Florida Polytechnic University Board of Trustees, at its regular board meeting on this 5th day of June, in the year of 2024, does hereby recognize and commend Trustee Laine Powell for her contributions to Florida Polytechnic University, and

**Be further resolved** that this resolution is included in the minutes of the meeting and a copy presented to Trustee Powell as a token of the Board's appreciation and sincere thanks.

Resolution adopted by the Florida Polytechnic University Board of Trustees on June 5, 2024.

A handwritten signature in black ink, appearing to read "Clifford K. Otto", written over a horizontal line.

CLIFFORD K. OTTO, Chair

**Florida Polytechnic University  
Board of Trustees  
June 5, 2024**

**Subject: University Operating Budget FY25**

---

**Proposed Committee Action**

Recommend approval of the University Operating Budget for the 2024-25 fiscal year to the Board of Trustees.

**Background Information**

The Board of Governors (BOG) requires that the University's operating budget be approved by the Board of Trustees and provided to the Board of Governors who will be reviewing and approving each budget during its September 2024 Board meeting. The President and the Vice President & Chief Financial Officer, in accordance with their fiduciary responsibility to the University, are certifying that the budget is true and materially accurate. The President must further certify that the budget has been reviewed and approved by the Board of Trustees at its meeting held on May 29, 2024, and that funds will only be expended in accordance with the approved budget as well as all applicable statutes, Board of Governors regulations, and University regulations.

---

**Supporting Documentation:** FY 2024-25 Operating Budget Summary

**Prepared by:** Dr. Allen Bottorff, Vice President & Chief Financial Officer; Penelope LH Farley, CPA, Assistant Vice President & University Controller; Brittaney Sottile-Roe, CPM; and Emily Garrard

**FLORIDA POLYTECHNIC UNIVERSITY**  
**FY2024-25 OPERATING BUDGET**

	FY24-25	FY23-24	Variance
<b>E &amp; G FUND SOURCES</b>			
Appropriation - Operating Funds	\$ 41,316,946	\$ 36,236,030	\$ 5,080,916
Educational Enhancement (Lottery)	694,779	737,324	(42,545)
<b>R</b> Appropriation - Operational Support	3,000,000	5,000,000	(2,000,000)
<b>NR</b> Appropriation - Operational Support	3,000,000	-	3,000,000
<b>NR</b> Performance Based Incentives/Investment (R&R)	TBD	12,500,000	(12,500,000)
<b>NR</b> Performance Based Incentives/Investment (PBF)	4,905,634	4,905,634	-
<b>NR</b> Performance Based Incentives/Investment (PBF)	5,865,769	5,865,769	-
Program for Strategic Emphasis	118,000	159,821	(41,821)
Risk Management Insurance	60,872	63,087	(2,215)
Student Financial Assistance	50,000	50,000	-
Tuition & Fees	3,538,914	2,720,830	818,084
<b>Total E &amp; G Sources</b>	<b>\$ 62,550,914</b>	<b>\$ 68,238,495</b>	<b>\$ (5,687,581)</b>

<b>E &amp; G FUND USES</b>			
Office of the President	\$ 15,872,531	\$ 23,746,181	\$ (7,873,650)
Office of Academic Affairs	27,360,676	26,975,591	385,085
Office of Information Technology	7,266,614	6,258,473	1,008,141
Office of Advancement	1,445,115	1,351,258	93,857
Office of Administration & Finance	9,758,837	9,094,637	664,200
Office of General Counsel	847,141	812,355	34,786
<b>Total E &amp; G Uses</b>	<b>\$ 62,550,914</b>	<b>\$ 68,238,495</b>	<b>\$ (5,687,581)</b>

<b>OTHER FUNDS SOURCES</b>			
Trust Fund Fees	1,550,439	1,140,231	410,208
Auxiliaries	14,390,323	9,366,342	5,023,981
Contracts & Grants	1,530,000	1,923,594	(393,594)
Financial Aid	12,435,711	11,381,000	1,054,711
FIPR	3,387,584	1,200,000	2,187,584
Investment Income	1,184,000	625,829	558,171
Other Unrestricted	1,890,102	-	1,890,102
Temporary Restricted Revenues (205)	115,861	25,000	90,861
<b>Total Other Funds Sources</b>	<b>\$ 36,484,020</b>	<b>\$ 25,661,996</b>	<b>\$ 10,822,024</b>

<b>OTHER FUNDS USES</b>			
Student Fees	1,550,439	1,798,816	(248,377)
Auxiliaries	14,390,323	9,509,850	4,880,473
Contracts & Grants	1,530,000	2,080,162	(550,162)
Financial Aid	12,435,711	11,381,000	1,054,711
FIPR	3,387,584	3,399,846	(12,262)
Other Unrestricted	1,890,102	1,000,000	890,102
Other Temporary Restricted	1,299,861	-	1,299,861
<b>Total Other Funds Uses</b>	<b>\$ 36,484,020</b>	<b>\$ 29,169,674</b>	<b>\$ 7,314,346</b>

<b>TOTAL ALL SOURCES</b>	<b>\$ 99,034,934</b>	<b>\$ 93,900,491</b>	<b>\$ 5,134,443</b>
<b>TOTAL ALL USES</b>	<b>\$ 99,034,934</b>	<b>\$ 97,408,169</b>	<b>\$ 1,626,765</b>
<b>SOURCES OVER/(under) USES</b>	<b>\$ -</b>	<b>\$ (3,507,678)</b>	<b>\$ 3,507,678</b>

**FLORIDA POLYTECHNIC UNIVERSITY  
FY2024-25 E&G OPERATING BUDGET REQUEST**

CC #	Cost Center Hierarchy	Salaries & Benefits (Non-OPS)	Salaries & Benefits (OPS)	Total Position Budget Request	Operational Expenses	Contracts	Total Expense Budget Request	FY24-25	FY23-24	FY24-25 vs. FY23-24 Increase/(Decrease)
								Total Operating Budget Request	Total Adjusted Operating Budget	
<b>The Office of the President</b>										
1002	1002 Office of the President	790,507	-	790,507	80,000	50,000	130,000	920,507	891,656	28,851
1035	1035 University Relations	927,272	-	927,272	767,822	-	767,822	1,695,094	1,656,772	38,322
1037	1037 Government Affairs	114,066	-	114,066	44,249	-	44,249	158,315	150,760	7,555
1038	1038 Strategic Relationships	166,858	-	166,858	20,000	-	20,000	186,858	186,858	-
1085	1085 Title IX	133,164	-	133,164	11,152	4,633	15,786	148,950	145,057	3,893
1086	1086 Audit & Compliance	202,535	-	202,535	5,832	-	5,832	208,367	208,435	(68)
1096	1096 International Relations	107,463	-	107,463	37,499	-	37,499	144,962	145,363	(401)
1097	1097 Presidential Discretionary	-	-	-	12,409,478	-	12,409,478	12,409,478	20,361,280	(7,951,802)
<b>Total Office of the President</b>		<b>\$ 2,441,865</b>	<b>\$ -</b>	<b>\$ 2,441,865</b>	<b>\$13,376,032</b>	<b>\$ 54,633</b>	<b>\$ 13,430,666</b>	<b>\$ 15,872,531</b>	<b>\$ 23,746,181</b>	<b>\$ (7,873,650)</b>

<b>Academic Affairs Division</b>										
<b>Office of the Executive Vice President &amp; Provost</b>										
1003	1003 Office of the Provost Academic Affairs	911,090	470,000	1,381,090	393,500	145,388	538,888	1,919,978	2,704,301	(784,323)
1004	1004 Engineering Programs	4,759,191	-	4,759,191	110,000	-	110,000	4,869,191	4,048,323	820,868
1005	1005 CS & DSBA Programs	4,319,645	-	4,319,645	75,000	-	75,000	4,394,645	3,538,356	856,289
1006	1006 Science, Arts & Applied Mathematics	3,581,111	-	3,581,111	85,000	-	85,000	3,666,111	3,056,658	609,453
1011	1011 Registrar	543,646	-	543,646	33,555	32,653	66,207	609,853	561,033	48,820
1084	1084 Applied Economic Analysis	73,000	-	73,000	2,000	-	2,000	75,000	75,000	-
2000	2000 Faculty Recruitment	2,836,795	-	2,836,795	-	-	-	2,836,795	5,302,100	(2,465,305)
<b>Subtotal Office of Exec. Vice President &amp; Provost</b>		<b>\$17,024,478</b>	<b>\$ 470,000</b>	<b>\$17,494,478</b>	<b>\$ 699,055</b>	<b>\$ 178,041</b>	<b>\$ 877,095</b>	<b>\$ 18,371,573</b>	<b>\$ 19,285,771</b>	<b>\$ (914,198)</b>

<b>Academic Affairs - Vice Provost</b>										
1008	1008 Graduate Programs	85,073	554,320	639,393	376,838	16,525	393,363	1,032,756	1,059,355	(26,599)
1009	1009 Assessment & Instruction	586,146	40,000	626,146	140,198	57,535	197,733	823,878	808,486	15,392
1050	1050 Ombudsman	6,685	-	6,685	4,950	-	4,950	11,635	11,150	485
<b>Subtotal Academic Affairs</b>		<b>\$ 677,904</b>	<b>\$ 594,320</b>	<b>\$ 1,272,224</b>	<b>\$ 521,986</b>	<b>\$ 74,060</b>	<b>\$ 596,046</b>	<b>\$ 1,868,269</b>	<b>\$ 1,878,991</b>	<b>\$ (10,722)</b>

<b>Academic Services - Vice Provost</b>										
1012	1012 Academic Support Services	508,308	75,000	583,308	15,665	-	15,665	598,973	538,201	60,772
1017	1017 International Students	-	36,180	36,180	40,000	3,635	43,635	79,815	80,680	(865)
1018	1018 Student Development	620,507	50,000	670,507	43,652	33,345	76,997	747,504	685,826	61,678
1089	1089 Library	96,085	-	96,085	86,695	220,125	306,820	402,905	329,486	73,419

1090	1090 Disabilities	239,709	-	239,709	6,318	84,199	90,517	330,226	219,794	110,432
1091	1091 Career	263,054	-	263,054	11,725	15,449	27,174	290,228	235,530	54,698
<b>Subtotal Academic Services</b>		<b>\$ 1,727,663</b>	<b>\$ 161,180</b>	<b>\$ 1,888,843</b>	<b>\$ 204,055</b>	<b>\$ 356,753</b>	<b>\$ 560,808</b>	<b>\$ 2,449,651</b>	<b>\$ 2,089,517</b>	<b>\$ 360,134</b>

<b>Enrollment &amp; Student Development</b>										
1015	1015 Enrollment Management	1,369,256	181,600	1,550,856	1,038,000	1,359,390	2,397,390	3,948,246	2,979,687	968,559
1016	1016 Financial Aid	383,264	10,400	393,664	90,200	5,500	95,700	489,364	501,154	(11,790)
<b>Subtotal Enrollment &amp; Student Development</b>		<b>\$ 1,752,520</b>	<b>\$ 192,000</b>	<b>\$ 1,944,520</b>	<b>\$ 1,128,200</b>	<b>\$1,364,890</b>	<b>\$ 2,493,090</b>	<b>\$ 4,437,610</b>	<b>\$ 3,480,841</b>	<b>\$ 956,769</b>

<b>Research</b>										
1022	1022 Grants & Contracts	217,075	-	217,075	16,498	-	16,498	233,573	240,471	(6,898)
<b>Subtotal Research</b>		<b>\$ 217,075</b>	<b>\$ -</b>	<b>\$ 217,075</b>	<b>\$ 16,498</b>	<b>\$ -</b>	<b>\$ 16,498</b>	<b>\$ 233,573</b>	<b>\$ 240,471</b>	<b>\$ (6,898)</b>

<b>Total Academic Affairs</b>		<b>\$21,399,640</b>	<b>\$1,417,500</b>	<b>\$22,817,140</b>	<b>\$ 2,569,794</b>	<b>\$1,973,744</b>	<b>\$ 4,543,537</b>	<b>\$ 27,360,676</b>	<b>\$ 26,975,591</b>	<b>\$ 385,085</b>
-------------------------------	--	---------------------	--------------------	---------------------	---------------------	--------------------	---------------------	----------------------	----------------------	-------------------

<b>Information Technology Services Division</b>										
<b>Office of Information Technology Services</b>										
1040	1040 ITS Sector Services	156,545	20,218	176,763	71,900	-	71,900	248,663	214,164	34,499
1041	1041 CIO and ITS General	293,893	-	293,893	54,450	70,000	124,450	418,343	360,304	58,039
1042	1042 IT University-wide Contracts	-	-	-	75,400	1,098,031	1,173,431	1,173,431	1,010,634	162,797
1043	1043 Network and Security Operations	635,810	22,000	657,810	192,550	743,600	936,150	1,593,960	1,372,820	221,140
1044	1044 ATSS	719,887	113,500	833,387	163,085	102,000	265,085	1,098,472	946,074	152,398
1045	1045 Platforms	506,937	-	506,937	115,150	340,250	455,400	962,337	828,826	133,511
1046	1046 DevOps	740,786	-	740,786	15,750	-	15,750	756,536	651,577	104,959
1047	1047 IT Solutions Delivery	749,522	-	749,522	62,350	203,000	265,350	1,014,872	874,073	140,799
<b>Total Information Technology Services</b>		<b>\$ 3,803,380</b>	<b>\$ 155,718</b>	<b>\$ 3,959,098</b>	<b>\$ 750,635</b>	<b>\$2,556,881</b>	<b>\$ 3,307,516</b>	<b>\$ 7,266,614</b>	<b>\$ 6,258,473</b>	<b>\$ 1,008,141</b>

<b>Advancement Division</b>										
1034	1034 Advancement	1,101,691	45,000	1,146,691	229,355	57,169	286,524	1,433,215	1,327,758	105,457
1039	1039 Alumni Relations	-	-	-	11,900	-	11,900	11,900	23,500	(11,600)
<b>Total Advancement</b>		<b>\$ 1,101,691</b>	<b>\$ 45,000</b>	<b>\$ 1,146,691</b>	<b>\$ 241,255</b>	<b>\$ 57,169</b>	<b>\$ 298,424</b>	<b>\$ 1,445,115</b>	<b>\$ 1,351,258</b>	<b>\$ 93,857</b>

<b>Administration and Finance Division</b>										
<b>Office of the Vice President &amp; Chief Financial Officer</b>										
1019	1019 Environmental Health & Safety	136,001	-	136,001	28,300	46,000	74,300	210,301	202,359	7,942
1024	1024 Facilities & Safety Services	1,049,649	-	1,049,649	373,583	1,420,000	1,793,583	2,843,232	2,695,518	147,714
1026	1026 Public Safety & Police	1,226,588	42,340	1,268,928	117,010	16,005	133,016	1,401,944	1,280,449	121,495
1028	1028 Procurement	476,883	16,000	492,883	15,500	14,043	29,543	522,425	450,323	72,102
1029	1029 Student Business Services	244,695	-	244,695	11,500	76,755	88,255	332,950	302,017	30,933

1030	1030 Budget	213,577	-	213,577	2,400		2,400	215,977	271,285	(55,308)
1031	1031 Finance & Accounting	1,011,434	-	1,011,434	15,700	31,481	47,181	1,058,615	984,505	74,110
1032	1032 Human Resources	648,290	-	648,290	22,150	103,476	125,626	773,916	807,209	(33,293)
1036	1036 Utilities	-	-	-	-	1,334,220	1,334,220	1,334,220	1,294,220	40,000
1048	1048 Central Services	88,942	-	88,942	5,000	90,800	95,800	184,742	100,000	84,742
1058	1058 Office of the CFO	395,665	-	395,665	34,176	-	34,176	429,841	378,552	51,289
1059	1059 Risk Management	115,098	-	115,098	6,740	308,836	315,576	430,674	328,200	102,474
1060	1060 Leadership Academy	-	-	-	20,000	-	20,000	20,000	-	20,000
<b>Total Administration &amp; Finance</b>		<b>\$ 5,606,822</b>	<b>\$ 58,340</b>	<b>\$ 5,665,162</b>	<b>\$ 652,059</b>	<b>\$3,441,616</b>	<b>\$ 4,093,676</b>	<b>\$ 9,758,837</b>	<b>\$ 9,094,637</b>	<b>\$ 664,200</b>

<b>General Counsel Division</b>										
1001	1001 Board of Trustees	90,235	-	90,235	29,350	6,000	35,350	125,585	109,963	15,622
1033	1033 VP - General Counsel	611,606	-	611,606	18,137	61,813	79,950	691,556	702,392	(10,836)
1083	1083 Office of Public Policy Events	-	-	-	30,000	-	30,000	30,000	-	30,000
<b>Total General Counsel</b>		<b>\$ 701,841</b>	<b>\$ -</b>	<b>\$ 701,841</b>	<b>\$ 77,487</b>	<b>\$ 67,813</b>	<b>\$ 145,300</b>	<b>\$ 847,141</b>	<b>\$ 812,355</b>	<b>\$ 34,786</b>

<b>Total E&amp;G Uses</b>		<b>\$35,055,239</b>	<b>\$1,676,558</b>	<b>\$36,731,797</b>	<b>\$17,667,262</b>	<b>\$8,151,856</b>	<b>\$ 25,819,119</b>	<b>\$ 62,550,914</b>	<b>\$ 68,238,495</b>	<b>\$ (5,687,581)</b>
---------------------------	--	---------------------	--------------------	---------------------	---------------------	--------------------	----------------------	----------------------	----------------------	-----------------------

<b>OTHER FUNDS</b>										
105	Student Fees	153,278	227,450	380,728	1,169,711		1,169,711	1,550,439	1,798,816	
104	Auxiliaries	1,385,974	57,450	1,443,424	12,946,899		12,946,899	14,390,323	9,509,850	5,023,981
201/203	Contracts & Grants	163,649	-	163,649	1,366,351		1,366,351	1,530,000	2,080,162	(393,594)
202	Financial Aid	42,000	-	42,000	12,393,711		12,393,711	12,435,711	11,381,000	1,054,711
102	FIPR	991,057	-	991,057	2,396,527		2,396,527	3,387,584	3,399,846	2,187,584
106	Other Unrestricted	-	-	-	1,890,102		1,890,102	1,890,102	1,000,000	1,890,102
205	Temporary Restricted Revenues	30,000	-	30,000	1,269,861		1,269,861	1,299,861	-	90,861
<b>Total Other Funds</b>		<b>\$ 2,765,958</b>	<b>\$ 284,900</b>	<b>\$ 3,050,858</b>	<b>\$33,433,162</b>		<b>\$ 33,433,162</b>	<b>\$ 36,484,020</b>	<b>\$ 29,169,674</b>	<b>\$ 9,853,645</b>
<b>TOTAL EXPENSE BUDGET REQUEST</b>		<b>\$37,821,197</b>	<b>\$1,961,458</b>	<b>\$39,782,655</b>	<b>\$51,100,424</b>	<b>\$8,151,856</b>	<b>\$ 59,252,281</b>	<b>\$ 99,034,934</b>	<b>\$ 97,408,169</b>	<b>\$ 4,166,064</b>



**ALL SOURCES**

	Appropriation - Operating Funds	41,316,946	36,236,030	5,080,916
	Educational Enhancement (Lottery)	694,779	737,324	(42,545)
<b>R</b>	Appropriation - Operational Support	3,000,000	5,000,000	(2,000,000)
<b>NR</b>	Appropriation - Operational Support	3,000,000	-	3,000,000
<b>NR</b>	Performance Based Incentives/Investment (R&R)	TBD	12,500,000	(12,500,000)
<b>NR</b>	Performance Based Incentives/Investment (PBF)	4,905,634	4,905,634	-
<b>NR</b>	Performance Based Incentives/Investment (PBF)	5,865,769	5,865,769	-
	Program for Strategic Emphasis	118,000	159,821	(41,821)
	Risk Management Insurance	60,872	63,087	(2,215)
	Student Financial Assistance	50,000	50,000	-
	Tuition & Fees	3,538,914	2,720,830	818,084
<b>Total E&amp;G Sources</b>		<b>\$62,550,914</b>	<b>\$ 68,238,495</b>	<b>\$ (5,687,581)</b>
105	Trust Fund Fees	1,550,439	1,140,231	410,208
104	Auxiliaries	14,390,323	9,366,342	5,023,981
201/203	Contracts & Grants	1,530,000	1,923,594	(393,594)
202	Financial Aid	12,435,711	11,381,000	1,054,711
102	FIPR	3,387,584	1,200,000	2,187,584
	Investment Income	1,184,000	625,829	558,171
106	Other Unrestricted	1,890,102	-	1,890,102
205	Temporary Restricted Revenues	115,861	25,000	90,861
<b>Total Other Sources</b>		<b>\$ 36,484,020</b>	<b>\$ 25,661,996</b>	<b>10,822,024</b>
<b>TOTAL BUDGETED SOURCES</b>		<b>\$ 99,034,934</b>	<b>\$ 93,900,491</b>	<b>\$ 5,134,443</b>

**AGENDA ITEM: Board Office**

**Florida Polytechnic University**

**Board of Trustees**

**June 5, 2024**

**Subject: FY 2025-26 Capital Improvement Plan (CIP) Approval**

---

**Proposed Committee Action**

Recommend to the Board of Trustees approval of the University's Capital Improvement Plan for fiscal year 2024-25.

**Background Information**

Pursuant to sections 1011.40(1), 1013.60, and 1001.706(12), Florida Statutes (F.S.), each university is required to submit information to support and justify its legislative budget request for fixed capital outlay (FCO). This information is submitted via the Capital Improvement Plan (CIP).

Per s.1001.706(12)(c)3, F.S., all new projects to be funded via appropriation from the Public Education Capital Outlay (PECO) trust fund must be recommended in the latest educational plant survey (EPS) to be eligible for inclusion in the scored/ranked Preliminary Selection Group.

The 2025-2026 CIP requires the Board of Trustees' approval and submission to the Board of Governors by July 1, 2024. The Board of Governors are scheduled to adopt the Fixed Capital Outlay (FCO) and Legislative Budget Request (LBR) at their September 2024 meeting. The 2025-26 CIP includes 1) the Student Achievement Center, 2) a general campus remodeling request at completion of the Student Achievement Center, and 3) Academic Building 3. Through this approval and transmittal, the University is requesting state Public Education Capital Outlay (PECO) funds for the Student Achievement Center and consideration of other capital projects of note.

---

**Supporting Documentation:**

- 2025-2026 Capital Improvement Plan

**Prepared by:** Dr. Allen Bottorff, Vice President and Chief Financial Officer; David Calhoun, Assistant Vice President of Facilities and Safety Services

State University System  
5-Year Capital Improvement Plan (CIP)  
FY 2025-26 through 2029-30

**Summary of Projects**  
(PECO-Eligible Project Requests)

University: Florida Polytechnic University

Contact: Dr. Allen Bottorff  
(name)

(863) 874-8408  
(phone)

abottorff@floridapoly.edu  
(email)

Priority No.	Project Title	Total Supplemental (Non PECO) funding	Total Prior PECO Funding	Projected Annual PECO Funding Requested					Programs to Benefit from Project	Net Assignable Sq. Ft. (NASF)	Gross Sq. Ft. (GSF)	Total Project Cost	Project Cost Per GSF	EPS Recommendation Date & Rec. # <sup>(1)</sup>
				FY25-26	FY26-27	FY27-28	FY28-29	FY29-30						
1	Student Achievement Center	\$ 21,500,000	\$ 5,698,055	\$ 44,468,185	\$ 13,074,737	\$ -	\$ -	\$ -			\$ 84,740,977			
2	Campus Relocation Remodel Project			\$ 8,534,922	\$ 1,234,922						\$ 9,769,844			
3	Academic Building 3					\$ 18,102,046	\$ 27,552,216	\$ 17,963,185			\$ 63,617,447			
											\$ -			
											\$ -			
											\$ -			
											\$ -			
											\$ -			
											\$ -			
											\$ -			
											\$ -			
											\$ -			
											\$ -			

1) Pursuant to s. 1001.706(12)c., F.S., new projects that have not already been partially appropriated funding must be Recommended in the latest Educational Plant Survey (EPS) in order to be included in the final prioritized list of projects (for the FCO LBR). If a project was partially appropriated funding without an EPS Recommendation, please cite the General Appropriations Act year and (\$) amount(s) appropriated, for reference.



State University System  
5-Year Capital Improvement Plan (CIP)  
FY 2025-26

**Summary of Projects**  
(\*Back of Bill' Legislative Project Authorizations) \*

University Florida Polytechnic University Contact: Dr. Allen Bottorff (863) 874-8408 abottorff@floridapoly.edu  
(name) (phone) (email)

**Estimated Annual Operating & Maintenance Cost**

Project Name *	Brief Description of Project	GSF	Project Location	Project Cost	Project Funding Source(s)	Estimated Annual Operating & Maintenance Cost	
						Amount (\$)	Funding Source(s)
Residence Hall 4	Development of the next dormitory phase(s)	134,400		\$41,395,200			
Residence Hall 5	Development of the next dormitory phase(s)	134,400		\$41,395,200			
Parking Structure 1	Development of vertical parking structure(s)	156,000		\$19,500,000			
Parking Structure 2	Development of vertical parking structure(s)	156,000		\$19,500,000			
Expansion Land Acquisition	Land acquisition proximal to main campus, to allow for future growth beyond the current 170 acre limitation	TBD		\$15,000,000			

\* List all proposed FCO projects for FY 2024-25 to be constructed, acquired and financed by the university or DSO via Debt or P3 that require Legislative (Back-of-Bill) authorization. **Projects meeting the requirements listed in s. 1010.62(7)(a) are Legislatively approved and do not require Legislative 'back-of-bill' authorization.**

## PECO Project Detail

University: Florida Polytechnic University  
 Project Name: Student Achievement Center  
 Project Address: 4500 Polytechnic Circle, Lakeland FL 33805-5831

Project Priority #: 1

### PROJECT NARRATIVE

The Student Achievement Center (SAC) stands as the cornerstone of Florida Polytechnic University's campus expansion, embodying our commitment to nurturing student success and fostering a vibrant learning environment. Much like the iconic Innovation, Science, and Technology Building (IST) and the transformative Barnett Applied Research Center (BARC) have defined our campus's architectural landscape and academic prowess, the SAC will serve as the heart of student life at Florida Poly.

This visionary facility is more than just a building; it is a testament to our dedication to empowering students to reach their full potential and become leaders in the high-skilled, high-wage workforce of tomorrow. By providing a centralized hub for student support services, academic resources, and collaborative spaces, the SAC will not only enhance the educational experience but also cultivate a sense of community, belonging, and purpose among our diverse student body.

Unlike traditional academic buildings, the SAC will be a dynamic space designed to meet the multifaceted needs of our growing campus population. From state-of-the-art study areas to interactive multimedia zones, from social gathering spots to career development centers, every aspect of the SAC will be meticulously planned to facilitate learning, innovation, and personal growth.

As we anticipate significant enrollment growth in the coming years, with projections surpassing 2,250 students by 2025 and reaching approximately 3,000 students by 2030, the SAC is not just a luxury but a necessity. It is a strategic investment in our students' future and the continued success of Florida Polytechnic University as a premier institution of higher learning.

Together, let us build a brighter future for Florida Poly and the talented students we proudly serve.

### RESERVE ESCROW PLAN

	Renovation/Remodeling Projects (1% per s. 1001.706(12)(c) F.S.)	New Construction Projects (2% per Board Regulation 14.002)
Estimated Bldg Value:	\$ -	\$ 84,740,977
Value Basis/Source:	Total construction cost or insurable value, whichever is greater, per Board Regulation 14.002	
Estimated 1st Yr Deposit:	\$ -	\$ 1,694,820
Funding Source:		
Comments:		

### BUILDING SPACE DESCRIPTION (account for all building space below)

Space Type (per FICM)	Net Assignable		Net-to-Gross		Unit Cost * (per GSF)	Building Cost
	Sq. Ft. (NASF)	Conversion Factor	Gross Sq. Ft. (GSF)			
<b>NEW CONSTRUCTION</b>						
Study	10,000	<u>1.6</u>	16,000		<u>448</u>	7,173,760
Office	20,000	<u>1.6</u>	32,000		<u>459</u>	14,692,480
Auditorium/Exhibition	2,500	<u>1.6</u>	4,000		<u>507</u>	2,029,760
Instructional Media	6,500	<u>1.6</u>	10,400		<u>327</u>	3,404,024
Campus Support Services	2,500	<u>1.6</u>	4,000		<u>416</u>	1,663,400
	-		-			-
	-		-			-
	-		-			-
Assignable E&G Space (subtotal):	41,500		66,400			28,963,424
Non-E&G Space:	45,000	<u>1.6</u>	72,000		<u>448</u>	32,256,000
Total Space:	86,500		138,400			61,219,424

\* Apply Unit Cost to total GSF based on Space Type

### REMODELING / RENOVATION

	Remodeling Projects <b>Only</b>	
	BEFORE	AFTER
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-
Assignable E&G Space (subtotal):	-	-
'Other Assignable' E&G Space:	-	-
Non-E&G Space:	-	-

Total:	-	-	-	-	-
<b>Grand Total:</b>	<b>86,500</b>	<b>138,400</b>	<b>61,219,424</b>		

**PROJECT COMPONENT COSTS & PROJECTIONS**

	Costs Incurred		Projected Costs				Total
	to Date	Year 1	Year 2	Year 3	Year 4	Year 5	
<b>Basic Construction Costs</b>							
Building Cost (from above)		46,330,178	14,889,246	-	-	-	61,219,424
Environmental Impacts/Mitigation	-	-	-	-	-	-	-
Site Preparation	-	25,000	2,500	-	-	-	27,500
Landscape / Irrigation	-	50,000	5,000	-	-	-	55,000
Plaza / Walks	-	37,500	3,750	-	-	-	41,250
Roadway Improvements	-	-	-	-	-	-	-
Parking : spaces	-	500,000	50,000	-	-	-	550,000
Telecommunication	-	60,000	6,000	-	-	-	66,000
Electrical Service	-	87,500	8,750	-	-	-	96,250
Water Distribution	-	80,000	8,000	-	-	-	88,000
Sanitary Sewer System	-	80,000	8,000	-	-	-	88,000
Chilled Water System	-	110,000	3,011,000	-	-	-	3,121,000
Storm Water System	-	75,000	7,500	-	-	-	82,500
Energy Efficient Equipment	-	-	-	-	-	-	-
Escalation Estimate		1,660,231	629,991				2,290,222
<b>Subtotal: Basic Const. Costs</b>	-	<b>49,095,409</b>	<b>18,629,737</b>	-	-	-	<b>67,725,146</b>
<b>Other Project Costs</b>							
Land / existing facility acquisition	-	-	-	-	-	-	-
Professional Fees	4,980,707	-	-	-	-	-	4,980,707
Fire Marshall Fees	-	-	-	-	-	-	-
Inspection Services	-	300,000	-	-	-	-	300,000
Insurance Consultant	-	9,500	-	-	-	-	9,500
Surveys & Tests	20,000	-	-	-	-	-	20,000
Permit / Impact / Environmental Fees	5,000	-	-	-	-	-	5,000
Artwork	-	-	50,000	-	-	-	50,000
Moveable Furnishings & Equipment	-	-	6,000,000	-	-	-	6,000,000
Project Contingency	692,348	4,958,276	-	-	-	-	5,650,624
<b>Subtotal: Other Project Costs</b>	<b>5,698,055</b>	<b>5,267,776</b>	<b>6,050,000</b>	-	-	-	<b>17,015,831</b>
<b>Total Project Cost:</b>	<b>5,698,055</b>	<b>54,363,185</b>	<b>24,679,737</b>	-	-	-	<b>84,740,977</b>

**PROJECT FUNDING**

Funding Received to Date (all sources)			Projected Supplemental Funding			Projected PECO Requests		Total Project Cost
Source	FY	Amount	Source	FY	Amount	FY	Amount	
PECO	24-25	5,698,055	Carry Forward		-	25-26	44,468,185	Should equal Total Project Cost above
			Donations/Gifts	25-26	10,000,000	26-27	13,074,737	
			Donations/Gifts	26-27	10,000,000			
			Auxiliaries	26-27	1,500,000			
		<b>5,698,055</b>			<b>21,500,000</b>		<b>57,542,922</b>	<b>84,740,977</b>

## PECO Project Detail

University: Florida Polytechnic University

Project Priority #: **2**

Project Name: Campus Relocation Remodel Project

Project Address: 4550 Polytechnic Circle, Lakeland FL 33805-5831

### PROJECT NARRATIVE

At such time that the Student Achievement Center (SAC) is completed by the University, a corresponding project is needed. This next, critical project holds immense potential to optimize resources and enhance collaboration within Florida Polytechnic University by bringing together the majority of our staff onto main campus. We are seeking to remodel existing buildings on our main campus to accommodate the relocation of essential administrative departments including a number of those within the divisions of the President, Administration & Finance, Advancement & Foundation, and the General Counsel — from our current location on Polk State College's Lakeland Campus colloquially known as Poly South.

This strategic initiative serves multiple purposes. Firstly, by bringing these key departments onto our main campus, we will foster greater cohesion, access, communication, and efficiency in our administrative operations. Consolidating these functions on one campus will streamline decision-making processes, enhance cross-departmental collaboration, and ultimately improve service delivery to our students, faculty, and staff. Secondly, the relocation of these departments will free up valuable space at Polk State College, which can then be repurposed and renovated by them to better serve their evolving needs. By vacating this space in a timely manner, we demonstrate our commitment to being responsible stewards of public resources and fostering mutually beneficial partnerships with our esteemed colleagues at Polk State College.

The remodel of existing buildings on our main campus represents a prudent investment in our institution's future. It will not only address immediate space constraints but also lay the groundwork for future growth and innovation. By creating a more cohesive and functional administrative infrastructure, we position Florida Polytechnic University for continued success and leadership in higher education both having far-reaching implications for our institution and the broader community we serve.

### RESERVE ESCROW PLAN

	Renovation/Remodeling Projects (1% per s. 1001.706(12)(c) F.S.)	New Construction Projects (2% per Board Regulation 14.002)
Estimated Bldg Value:	\$ 9,866,719	\$ -
Value Basis/Source:	Total construction cost or insurable value, whichever is greater, per Board Regulation 14.002	
Estimated 1st Yr Deposit:	\$ 98,667	\$ -
Funding Source:	Carry Forward	
Comments:		

### BUILDING SPACE DESCRIPTION (account for all building space below)

Space Type (per FICM)	Net Assignable Sq. Ft. (NASF)	Net-to-Gross Conversion Factor	Gross Sq. Ft. (GSF)	Unit Cost * (per GSF)	Building Cost		
<b>NEW CONSTRUCTION</b>							
	-		-		-		
	-		-		-		
	-		-		-		
	-		-		-		
	-		-		-		
	-		-		-		
	-		-		-		
	-		-		-		
Assignable E&G Space (subtotal):	-		-		-		
Non-E&G Space:			-		-		
Total Space:	-		-		-		
* Apply Unit Cost to total GSF based on Space Type							
<b>REMODELING / RENOVATION</b>						<b>Remodeling Projects <u>Only</u></b>	
						<b>BEFORE</b>	<b>AFTER</b>
Office	25,000	1	25,000	300	7,500,000	-	-
						-	-
						-	-
						-	-
						-	-
						-	-
						-	-
Assignable E&G Space (subtotal):	25,000		25,000		7,500,000	-	-
'Other Assignable' E&G Space:	-		-		-	-	-
Non-E&G Space:	-		-		-	-	-
Total:	25,000		25,000		7,500,000	-	-



Grand Total:	25,000	25,000	7,500,000
--------------	--------	--------	-----------

**PROJECT COMPONENT COSTS & PROJECTIONS**

	Costs Incurred to Date	Projected Costs					Total
		Year 1	Year 2	Year 3	Year 4	Year 5	
<b>Basic Construction Costs</b>							
Building Cost (from above)		7,500,000	-	-	-	-	7,500,000
Environmental Impacts/Mitigation	-	-	-	-	-	-	-
Site Preparation	-	-	-	-	-	-	-
Landscape / Irrigation	-	-	-	-	-	-	-
Plaza / Walks	-	-	-	-	-	-	-
Roadway Improvements	-	-	-	-	-	-	-
Parking :      spaces	-	-	-	-	-	-	-
Telecommunication	-	-	-	-	-	-	-
Electrical Service	-	-	-	-	-	-	-
Water Distribution	-	-	-	-	-	-	-
Sanitary Sewer System	-	-	-	-	-	-	-
Chilled Water System	-	-	-	-	-	-	-
Storm Water System	-	-	-	-	-	-	-
Energy Efficient Equipment	-	-	-	-	-	-	-
Escalation Estimate	-	-	-	-	-	-	-
<b>Subtotal: Basic Const. Costs</b>	-	7,500,000	-	-	-	-	<b>7,500,000</b>
<b>Other Project Costs</b>							
Land / existing facility acquisition	-	-	-	-	-	-	-
Professional Fees	-	700,000	-	-	-	-	700,000
Fire Marshall Fees	-	-	-	-	-	-	-
Inspection Services	-	100,000	-	-	-	-	100,000
Insurance Consultant	-	-	-	-	-	-	-
Surveys & Tests	-	-	-	-	-	-	-
Permit / Impact / Environmental Fees	-	-	-	-	-	-	-
Artwork	-	-	-	-	-	-	-
Moveable Furnishings & Equipment	-	-	1,000,000	-	-	-	1,000,000
Project Contingency	-	234,922	234,922	-	-	-	469,844
<b>Subtotal: Other Project Costs</b>	-	1,034,922	1,234,922	-	-	-	<b>2,269,844</b>
<b>Total Project Cost:</b>	-	8,534,922	1,234,922	-	-	-	<b>9,769,844</b>

**PROJECT FUNDING**

Funding Received to Date (all sources)			Projected Supplemental Funding			Projected PECO Requests		Total Project Cost
Source	FY	Amount	Source	FY	Amount	FY	Amount	
						25-26	8,534,922	Should equal <i>Total Project Cost</i> above
						26-27	1,234,922	
		-			-		9,769,844	<b>9,769,844</b>

## PECO Project Detail

University: Florida Polytechnic University  
 Project Name: Academic Building 3  
 Project Address: 4390 Polytechnic Circle, Lakeland FL 33805-5831

Project Priority #: **3**

### PROJECT NARRATIVE

In just its 10th year, Florida Polytechnic University has risen as a beacon of excellence in STEM education, earning national acclaim for its remarkable student outcomes. Out of over 1,100 institutions, Florida Poly is nationally ranked, surpassing even renowned universities like Harvard, MIT, and Georgia Tech in preparing students for high-tech, high-wage careers.

Our academic programs and teaching methodologies are tailored to meet the demands of the modern workforce, ensuring that our graduates are not only job-ready but also invaluable assets to the thriving tech industry, both within Florida and across the nation. However, sustaining this level of excellence hinges upon securing adequate academic space to accommodate our projected student growth and the expanding array of programs demanded by industry leaders.

Our industry partners eagerly anticipate continued collaboration with our esteemed faculty and talented students, recognizing them as a significant catalyst for driving Florida's economic prosperity. They rely on the caliber of talent produced by Florida Poly, knowing that our graduates are exceptionally equipped to tackle real-world challenges, collaborate seamlessly within interdisciplinary teams, and leverage cutting-edge technologies to drive innovation.

As we strive to address the pressing issues facing society, it is paramount that our students have access to state-of-the-art facilities and technology, ensuring they remain at the forefront of technological advancements and industry practices. Our commitment to excellence extends beyond the classroom, as our students work hand-in-hand with industry experts and faculty mentors to deliver solutions that shape the future.

By investing in the academic infrastructure of Florida Polytechnic University, you are not only investing in the future of our students but also in the continued growth and prosperity of Florida's economy. Together, let us empower the next generation of innovators and problem-solvers, ensuring that Florida Poly remains a trailblazer in engineering education and a driving force in shaping the technological landscape of tomorrow.

### RESERVE ESCROW PLAN

	Renovation/Remodeling Projects <small>(1% per s. 1001.706(12)(c) F.S.)</small>	New Construction Projects <small>(2% per Board Regulation 14.002)</small>
Estimated Bldg Value:	\$ -	\$ 63,617,447
Value Basis/Source:	Total construction cost or insurable value, whichever is greater, per Board Regulation 14.002	
Estimated 1st Yr Deposit:	\$ -	\$ 1,272,349
Funding Source:		
Comments:		

### BUILDING SPACE DESCRIPTION (account for all building space below)

Space Type <small>(per FICM)</small>	Net Assignable Sq. Ft. <small>(NASF)</small>	Net-to-Gross Conversion Factor	Gross Sq. Ft. <small>(GSF)</small>	Unit Cost * <small>(per GSF)</small>	Building Cost
<b>NEW CONSTRUCTION</b>					
Research Lab	25,000	<u>1.6</u>	40,000	<u>570</u>	22,799,200
Office	20,000	<u>1.6</u>	32,000	<u>459</u>	14,692,480
Campus Support Services	13,000	<u>1.6</u>	20,800	<u>416</u>	8,649,680
			-		-
			-		-
			-		-
			-		-
			-		-
Assignable E&G Space (subtotal):	58,000		92,800		46,141,360
Non-E&G Space:			-		-
Total Space:	58,000		92,800		46,141,360

\* Apply Unit Cost to total GSF based on Space Type

REMODELING / RENOVATION	Remodeling Projects <u>Only</u>	
	BEFORE	AFTER
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-
Assignable E&G Space (subtotal):	-	-
'Other Assignable' E&G Space:	-	-

Non-E&G Space:	-	-	-	-
Total:	-	-	-	-
<b>Grand Total:</b>	<b>58,000</b>	<b>92,800</b>	<b>46,141,360</b>	

### PROJECT COMPONENT COSTS & PROJECTIONS

	Costs Incurred to Date	Projected Costs					Total
		Year 1	Year 2	Year 3	Year 4	Year 5	
<b>Basic Construction Costs</b>							
Building Cost (from above)	-	-	-	11,969,608	23,070,680	11,101,072	46,141,360
Environmental Impacts/Mitigation	-	-	-	-	-	-	-
Site Preparation	-	-	-	25,000	2,500	-	27,500
Landscape / Irrigation	-	-	-	50,000	5,000	-	55,000
Plaza / Walks	-	-	-	37,500	3,750	-	41,250
Roadway Improvements	-	-	-	-	-	-	-
Parking :      spaces	-	-	-	500,000	50,000	-	550,000
Telecommunication	-	-	-	60,000	6,000	-	66,000
Electrical Service	-	-	-	87,500	8,750	-	96,250
Water Distribution	-	-	-	85,000	8,500	-	93,500
Sanitary Sewer System	-	-	-	87,500	8,750	-	96,250
Chilled Water System	-	-	-	110,500	11,050	50,000	171,550
Storm Water System	-	-	-	75,000	7,500	-	82,500
Energy Efficient Equipment	-	-	-	-	-	-	-
Escalation Estimate	-	-	-	1,374,199	2,434,160	1,170,863	4,979,222
<b>Subtotal: Basic Const. Costs</b>	-	-	-	<b>14,461,807</b>	<b>25,616,640</b>	<b>12,321,935</b>	<b>52,400,382</b>
<b>Other Project Costs</b>							
Land / existing facility acquisition	-	-	-	-	-	-	-
Professional Fees	-	-	-	2,610,939	710,776	450,000	3,771,715
Fire Marshall Fees	-	-	-	-	-	-	-
Inspection Services	-	-	-	-	215,000	21,500	236,500
Insurance Consultant	-	-	-	9,500	-	950	10,450
Surveys & Tests	-	-	-	5,000	-	500	5,500
Permit / Impact / Environmental Fees	-	-	-	5,000	-	500	5,500
Artwork	-	-	-	-	-	33,000	33,000
Moveable Furnishings & Equipment	-	-	-	-	-	4,125,000	4,125,000
Project Contingency	-	-	-	1,009,800	1,009,800	1,009,800	3,029,400
<b>Subtotal: Other Project Costs</b>	-	-	-	<b>3,640,239</b>	<b>1,935,576</b>	<b>5,641,250</b>	<b>11,217,065</b>
<b>Total Project Cost:</b>	-	-	-	<b>18,102,046</b>	<b>27,552,216</b>	<b>17,963,185</b>	<b>63,617,447</b>

### PROJECT FUNDING

Funding Received to Date (all sources)			Projected Supplemental Funding			Projected PECO Requests		Total Project Cost
Source	FY	Amount	Source	FY	Amount	FY	Amount	
						27-28	18,102,046	Should equal Total Project Cost above
						28-29	27,552,216	
						29-30	17,963,185	
		-			-		<b>63,617,447</b>	<b>63,617,447</b>

**Florida Polytechnic University  
Board of Trustees  
June 5, 2024**

**Subject: Resolution on Signature Authority on Depository Accounts**

---

**Proposed Board Action**

Approve the Resolution for Signature Authority on Depository Accounts to the Board of Trustees, effective July 7, 2024.

**Background Information**

Section 1011.42, Florida Statutes requires signature authority be established for university depository accounts. Due to an upcoming change in staff, the University proposes to remove Randy K. Avent and add Dr. Devin Stephenson, President to Signature Authority on all accounts, effective July 7, 2024. The remaining signatories remain unchanged.

---

**Supporting Documentation:**

1. Resolution 2022-001, red-lined
2. Resolution 2024-001, clean copy

**Prepared by:** David Fugett, Vice President and General Counsel

**THE FLORIDA POLYTECHNIC UNIVERSITY BOARD OF TRUSTEES**

**Board of Trustees  
Resolution 202~~4~~<sup>2</sup>-001**

**SUBJECT: Signature Authority on Depository Accounts**

---

The Florida Polytechnic University Board of Trustees hereby adopts the following Resolution:

**The Florida Polytechnic University Board of Trustees hereby resolves to establish signature authority on University depository accounts in accordance with section 1011.42, Florida Statutes:**

WHEREAS the University desires to update the authorized signatories for checks, payments and transfers of funds respecting the designated depository for deposit of funds for the University pursuant to this Resolution;

NOW THEREFORE, BE IT RESOLVED, that pursuant to section 1011.42(7), Florida Statutes, which requires that the Board "specifically designate and spread upon the minutes of the board the legal name and position title of any university employee authorized to sign checks to pay legal obligations of the university":

The University employees listed on Attachment A attached hereto are each authorized, on behalf of the University, in connection with the depository account(s) specified for the relevant employee, to:

1. sign checks and make payments of legal obligations of the University from such accounts, and
2. to transfer funds to, within or between, depositories for investment or payment of expenditures of the University, including signing related documentation.

Each of the designated employee's authority will automatically terminate when the employee is no longer employed by the University in the specified position or when such authority is terminated by the Trustees or by the President of the University or his designee with notice to the Trustees, whichever is sooner. The Vice President and Chief Financial Officer in consultation with the internal auditor shall approve internal controls for withdrawals and transfers of funds.

The individuals designated for removal and addition of signature authority on Attachment A as authorized signatures are effective July 8, 2024.

*Resolution adopted by the Florida Polytechnic University Board of Trustees on ~~March 23,~~  
2022* June 5, 2024.

Chair's signature: \_\_\_\_\_  
Clifford K. Otto, Chair

## **Attachment A**

To Florida Polytechnic University Board of Trustees Resolution

Resolution 202~~42~~-001

(1) Depository:

- Wells Fargo Bank, N.A.

(2) Signature Authority:

- Wells Fargo Bank, N.A.
  - All Accounts
    - ~~Randy K. Avent, President~~Dr. Devin Stephenson
    - Allen Bottorff, Vice President Administration and Finance
    - Penelope Farley, University Controller

**THE FLORIDA POLYTECHNIC UNIVERSITY BOARD OF TRUSTEES**

**Board of Trustees  
Resolution 2024-001**

**SUBJECT: Signature Authority on Depository Accounts**

---

The Florida Polytechnic University Board of Trustees hereby adopts the following Resolution:

**The Florida Polytechnic University Board of Trustees hereby resolves to establish signature authority on University depository accounts in accordance with section 1011.42, Florida Statutes:**

WHEREAS the University desires to update the authorized signatories for checks, payments and transfers of funds respecting the designated depository for deposit of funds for the University pursuant to this Resolution;

NOW THEREFORE, BE IT RESOLVED, that pursuant to section 1011.42(7), Florida Statutes, which requires that the Board "specifically designate and spread upon the minutes of the board the legal name and position title of any university employee authorized to sign checks to pay legal obligations of the university":

The University employees listed on Attachment A attached hereto are each authorized, on behalf of the University, in connection with the depository account(s) specified for the relevant employee, to:

1. sign checks and make payments of legal obligations of the University from such accounts, and
2. to transfer funds to, within or between, depositories for investment or payment of expenditures of the University, including signing related documentation.

Each of the designated employee's authority will automatically terminate when the employee is no longer employed by the University in the specified position or when such authority is terminated by the Trustees or by the President of the University or his designee with notice to the Trustees, whichever is sooner. The Vice President and Chief Financial Officer in consultation with the internal auditor shall approve internal controls for withdrawals and transfers of funds.

The individuals designated for removal and addition of signature authority on Attachment A as authorized signatures are effective July 8, 2024.

*Resolution adopted by the Florida Polytechnic University Board of Trustees on June 5, 2024.*

Chair's signature: \_\_\_\_\_  
Clifford K. Otto, Chair

## **Attachment A**

To Florida Polytechnic University Board of Trustees Resolution  
Resolution 2024-001

(1) Depository:

- Wells Fargo Bank, N.A.

(2) Signature Authority:

- Wells Fargo Bank, N.A.
  - All Accounts
    - Dr. Devin Stephenson
    - Allen Bottorff, Vice President Administration and Finance
    - Penelope Farley, University Controller



**Florida Polytechnic University  
Board of Trustees  
June 5, 2024**

**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. Governance, Audit, and Compliance Committee
  - 1. Approve Regulation FPU-1.0305 Commercial Filming on Campus
  - 2. Approve Regulation FPU-6.004 Annual Leave
  - 3. Approve Regulation FPU-6.005 Sick Leave
  
- B. Academic and Student Affairs Committee
  - 1. Approve Revisions to the 2024 Florida Polytechnic University Accountability Plan
  - 2. Approve General Education Course Requirements
  - 3. Revisions to Faculty Handbook: Labor Categories and Committee Structure
  
- C. Finance and Facilities Committee
  - 1. Approve Main Campus - Parking Lot 5 Project Budget Increase
  - 2. Approve Gary C. Wendt Engineering Building (Engineering Building 1) Project Budget Amendment
  - 3. Approve Foundation's Planned Uses of University Personnel and Property (FY+1)
  
- D. Board of Trustees
  - 1. Approve Board of Trustees Meeting minutes from April 25, 2024

**Background Information**

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

---

**Supporting Documentation:** Board of Trustees meeting minutes from April 25, 2024

**Prepared by:** Kristen Wharton, Corporate Secretary, University Board of Trustees

**Florida Polytechnic University  
Board of Trustees  
June 5, 2024**

**Subject: Committee Reports**

---

**Proposed Board Action**

Action required for one (1) Finance and Facilities Committee item.

**Background Information**

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

A. Academic and Student Affairs Committee

B. Finance and Facilities Committee

**\*Action Required\***

1. Approve the following naming opportunities:

- Barnett Applied Research Center – Room 1122: *Polumbo Group Conference Room*
- Barnett Applied Research Center – Room 1116: *Duke Energy Lab*
- Barnett Applied Research Center – Room 1124: *Dr. Muhammad Harunur Rashid Classroom*

C. Governance, Audit, and Compliance Committee

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

---

**Supporting Documentation:**

1. Interdepartmental Memo – Polumbo Group
2. Interdepartmental Memo – Duke Energy
3. Interdepartmental Memo – Dr. Muhammad Harunur Rashid

**Prepared by:** Kristen Wharton, Corporate Secretary, University Board of Trustees



**INTERDEPARTMENTAL MEMO**

**APPROVAL REQUIRED**

To: Dr. Randy K Avent, University President <sup>RKA</sup>

From: Kathy Bowman, Foundation CEO <sup>KB</sup>

Date: May 9, 2024

Re: Barnett Applied Research Center, Lab 1116, to be named the Duke Energy Lab in support of charitable contributions greater than \$100,000 to Florida Polytechnic University.

Comments: This request honors the generosity of Duke Energy in support of Florida Polytechnic University. Duke Energy has been an ardent supporter of the University. It is their desire to name the laboratory in recognition of their company.

In recognition of Duke Energy's generosity, leadership, and support of Florida Polytechnic University, I request your approval of this memo to then move this to the Florida Polytechnic University Foundation Board of Directors for approval and forward to the University's Board of Trustees for ratification of naming the Barnett Applied Research Center Lab 1116 the *Duke Energy Lab*.



FLORIDA POLYTECHNIC UNIVERSITY  
**FOUNDATION**

**INTERDEPARTMENTAL MEMO**

**APPROVAL REQUIRED**

To: Dr. Randy K Avent, University President<sup>RKA</sup>

From: Kathy Bowman, Foundation CEO *KB*

Date: April 23, 2024

Re: Barnett Applied Research Center, Room 1122, to be named the Polumbo Group Conference Room in support of their charitable contributions of \$25,000 to Florida Polytechnic University.

Comments: This request honors the generosity of Jake and Sandra Polumbo and the Polumbo Group, LLC, in support of Florida Polytechnic University. The Polumbo's have been ardent supporters of the University. It is their desire to name the conference room in recognition of their company, Polumbo Group, LLC.

In recognition of Jake and Sandra Polumbo's generosity, leadership, and support of Florida Polytechnic University, I request your approval of this memo to then move this to the Florida Polytechnic University Foundation Board of Directors for approval and forward to the University's Board of Trustees for ratification of naming the Barnett Applied Research Center Room 1122 the *Polumbo Group Conference Room*.



FLORIDA POLYTECHNIC UNIVERSITY  
**FOUNDATION**

**INTERDEPARTMENTAL MEMO**

**APPROVAL REQUIRED**

To: Dr. Randy K Avent, University President<sup>RKA</sup>

From: Kathy Bowman, Foundation CEO *KB*

Date: May 9, 2024

Re: Barnett Applied Research Center, Room 1124, naming the Dr. Muhammad Harunur Rashid classroom in support of a contribution in the amount of \$25,000 to Florida Polytechnic University.

Comments: This request honors the generosity of Dr. Muhammad Rashid in support of Florida Polytechnic University. Dr. Rashid has been an ardent supporter of the University. It is his desire to name the classroom in recognition of his loyalty, dedication and contribution.

In recognition of Dr. Muhammad Rashid's generosity, leadership, and support of Florida Polytechnic University, I request your approval of this memo to then move this to the Florida Polytechnic University Foundation Board of Directors for approval and forward to the University's Board of Trustees for ratification of naming the Barnett Applied Research Center Room 1124 Classroom the "*Dr. Muhammad Harunur Rashid Classroom*".

**Florida Polytechnic University  
Board of Trustees  
June 5, 2024**

**Subject: Risk Management Presentation**

---

**Proposed Board Action**

Information only. No action required.

**Background Information**

Michelle Powell, Risk Manager, will provide a high-level overview of Florida Poly's Risk Management Department and its function.

---

**Supporting Documentation:** N/A

**Prepared by:** Kristen Wharton, Corporate Secretary, University Board of Trustees



**FLORIDA POLYTECHNIC**  
UNIVERSITY

# **Risk Management at Florida Polytechnic University**

**Michelle Powell**  
**Risk Manager**

**June 5, 2024**



# Michelle Powell



- **Employed at Florida Poly since March 2015**
- **Education:**
  - M.S., Engineering, Florida Polytechnic University
  - B.A., Mathematics, McKendree University
- **Certifications**
  - Regulatory Compliance Specialization, University of Pennsylvania
  - Risk Management Specialization, New York Institute of Finance
  - Committee of Sponsoring Organizations (COSO) Enterprise Risk Management (ERM) Certificate (In Progress)
  - Associate in Risk Management 400 & 401 (402 in progress)



# History of Risk Management at Florida Poly

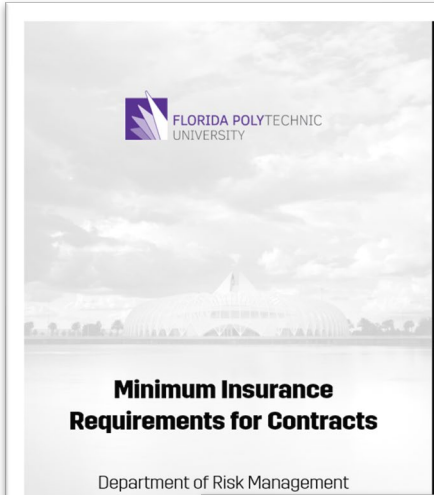
---

- **Decentralized responsibilities & focus on traditional risk management;**
  - Insurance management - renewals, reporting, claims, etc.
  - Certificates of Insurance - requirements not clear
  - Ambiguous risk strategies
    - Mitigation, transference, acceptance, avoidance
- **October 2023, centralization of risk management with the creation of the Department of Risk Management.**

# Current Focus of Risk Management

- **Solidify Risk Management as a standalone department to best serve Florida Poly as an “internal consultant”:**
  - Policy review and suggestions
  - Campus Community education
    - Department of Risk Management Summer 2024 Educational Series
  - Documentation & resource development
    - Examples on next slide
  - Insurance review, purchasing, renewals, claims, etc.
  - Testing formal risk assessment process aligned with Committee of Sponsoring Organizations (COSO) Enterprise Risk Management (ERM) Framework

# Examples



**FLORIDA POLYTECHNIC UNIVERSITY**

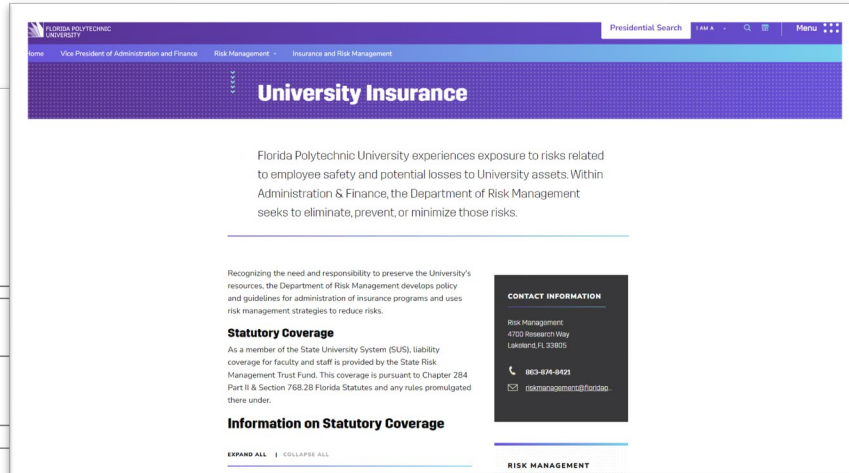
## Minimum Insurance Requirements for Contracts

Department of Risk Management

**FLORIDA POLYTECHNIC UNIVERSITY**

### Table of Contents

- I. Scope
- II. Insurance Coverage
  - Commercial General Liability
  - Business Automobile Liability
  - Workers' Compensation/Employers Liability
  - Umbrella Liability
- III. Other Lines of Insurance Coverage
  - Property Insurance
  - Pollution Liability Insurance
  - Professional Liability (Errors & Omissions)
  - Crime Insurance
  - Cyber Liability Insurance
- IV. Certifications of Insurance
  - Certifications of Insurance (Description & Content)
- V. Other Key Considerations
  - Minors on Campus
  - Use and/or Sale of Alcohol
  - Tenant User Liability Insurance Program
  - Governmental Tort Immunity
  - Self-Insured Contracting Parties
  - Loss Documentation and Investigation
- VI. Insurance Requirements Matrix Key & Matrix
  - Matrix Key
  - Matrix



**University Insurance**

Florida Polytechnic University experiences exposure to risks related to employee safety and potential losses to University assets. Within Administration & Finance, the Department of Risk Management seeks to eliminate, prevent, or minimize those risks.

Recognizing the need and responsibility to preserve the University's resources, the Department of Risk Management develops policy and guidelines for administration of insurance programs and uses risk management strategies to reduce risks.

**Statutory Coverage**

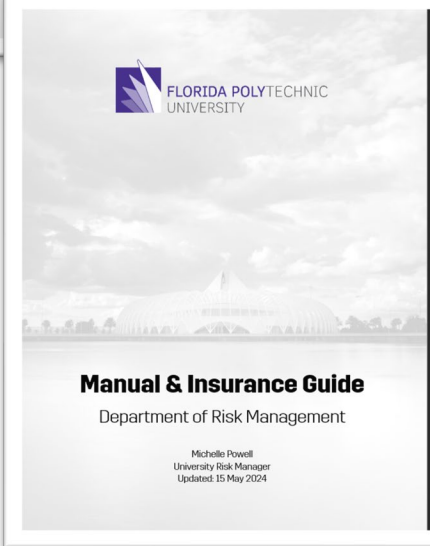
As a member of the State University System (SUS), liability coverage for faculty and staff is provided by the State Risk Management Trust Fund. This coverage is pursuant to Chapter 284 Part II & Section 768.28 Florida Statutes and any rules promulgated there under.

**Information on Statutory Coverage**

**CONTACT INFORMATION**

Risk Management  
6720 Research Way  
Lakeland, FL 33805

863-874-8421  
riskmanagement@floridapoly.edu



**FLORIDA POLYTECHNIC UNIVERSITY**

## Manual & Insurance Guide

Department of Risk Management

Michelle Powell  
University Risk Manager  
Updated: 15 May 2024

**Table of Contents**

Purpose	3
Definition of Risk Management	3
Florida Polytechnic University Insurance	4
State Risk Management Trust Fund	4
Point of Contact	4
Available Coverages	4
Department of Management Services	6
Point of Contact	6
Available Coverages	6
Other Coverages & Points of Contact	8
Reporting & Insurance Claims	12
Approved Drivers & Operators Process	13
On & Off Campus Events	14
Vendors	15
Risk Management Education	17
Risk Assessments	Error! Bookmark not defined.
Enterprise Risk Management	Error! Bookmark not defined.
Professional Organizations	19
Appendix	20



**Vehicle Use**

- Speed** All drivers must follow all posted speed limits. Any ticket expenses are covered by the individual.
- Fuel** Vehicle fueling should be completed using the WEX program. Please contact Procurement with questions.
- Parking** Vehicles shall not use general, visitor or reserved parking spaces. Overnight parking is only allowed in approved locations.
- Phones** Use not permitted. This includes other electronics that may be a distraction. Ear buds also not permitted while driving.
- STOP** Vehicles are not permitted on sidewalks or campus walkways unless approval is granted by University Police.

**Vehicle Training**

Departments are responsible for training its employees on proper operation and procedures related to University owned vehicles.

Departments operating vehicles used for shuttling persons can utilize training available through Auxiliary Enterprises. Please contact them at auxserv@floridapoly.edu to learn more.

Departments need assistance in developing their employee vehicle training can reach out to EH&S (Safety Services) or Risk Management for assistance.

**Vehicle Safety**

Florida Poly values its campus community and strives to protect all employees, students and visitors. The vehicle procedures and expectations outlined in this pamphlet ensure our campus can continue to operate safely and utilize vehicles in accordance with community standards and state regulations. By operating a university owned vehicle, individuals are acknowledging these guidelines

**Contact Us**

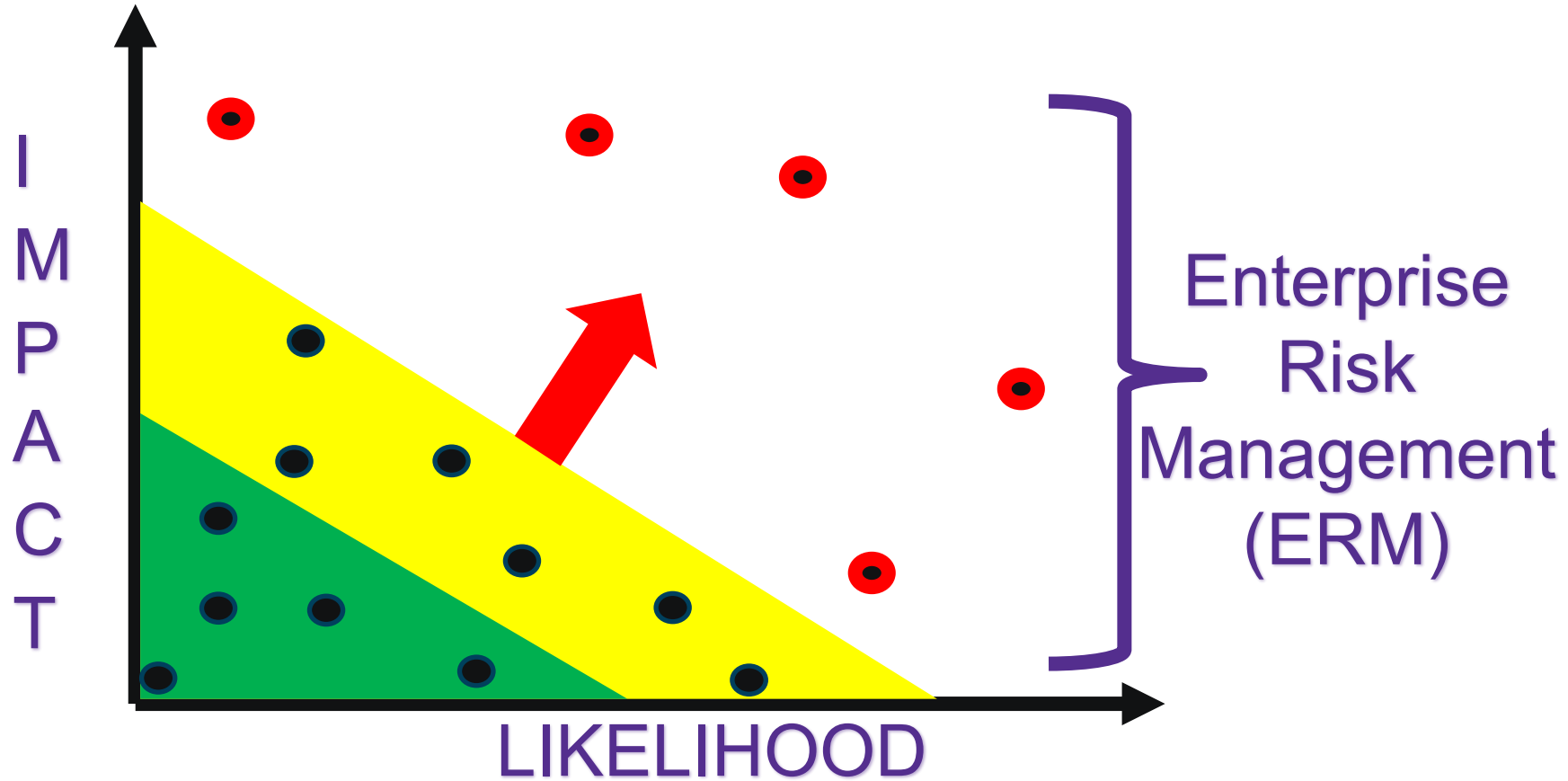
Environmental Health & Safety  
Florida Polytechnic University  
safetyservices@floridapoly.edu

Office of Risk Management  
Florida Polytechnic University  
IST 2031  
863-874-8421  
riskmanagement@floridapoly.edu

Scan to view University policies



# Future of Risk Management





# What ERM is...

- **Aligned to support achievement of Strategic Plans**
- **Ongoing/continuous process (& way of thinking)**
- **Includes practices that management puts in place to manage risks**
- **A process that can be used by organizations of any size**
- **An aid to making better decisions**



# What ERM is Not...

- **A separate or siloed activity**
- **A separate staff function or department**
- **A “to-do” or checklist**
- **Simply a listing or inventory of risks**
- **A solely quantitative exercise**



# What is on the Horizon

- **Continuous work to cultivate a culture of Risk Awareness at Florida Poly.**
- **Guiding and facilitating necessary conversations across departments and functional areas.**
- **Supporting the Strategic Plan and Operational Plan through risk management processes to minimize potential loss to Florida Poly.**
- **Discussions on establishing acceptable levels of risk.**



*"Risk culture is a term describing the **VALUES, BELIEFS, KNOWLEDGE, ATTITUDES** and **UNDERSTANDING** about risk shared by a group of people with a **COMMON PURPOSE.**"*

*-The Institute of Risk Management*



**Florida Polytechnic University  
Board of Trustees  
June 5, 2024**

**Subject: Board of Trustees 2024-2025 Meeting Calendar**

---

**Proposed Board Action**

Approve the revised Board of Trustees meeting calendar for 2024-2025.

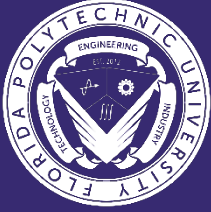
**Background Information**

The approved date for our Board Committee meetings on September 18, 2024, now conflicts with the dates for the September 18-19 Board of Governors' meetings. The new proposed date for Committee meetings is Friday, September 20, 2024.

---

**Supporting Documentation:** Board of Trustees 2024-2025 Meeting Calendar

**Prepared by:** Kristen Wharton, Corporate Secretary



# 2024-2025 Meeting Schedule

## 2024

### February

Wednesday, Feb 7: Committee Meetings (*virtual*)  
Tuesday, Feb 13: Full Board Meeting (*in-person*)(*student engagement*)

### April

Thursday, April 25: Academic & Student Affairs Committee (*to approve Accountability Plan (AP) only*) and brief Full Board Meeting (*to approve AP only*) (*virtual*)

### June

Wednesday, May 29: Committee Meetings (*virtual*)  
Wednesday, June 5: Full Board Meeting (*in-person*)(*BOT/Foundation Board Event*)

### September

Wednesday, Sept 18: Committee Meetings (*virtual*)  
Wednesday, Sept 25: Full Board Meeting (*in-person*)(*faculty engagement*)

### November \*\*\*ANNUAL BOARD RETREAT\*\*\*

Thursday, Nov 7: Committee Meetings (*virtual*)  
Tues/Wed, Nov 19-20: Full Board Meeting & Annual Board Retreat (*in-person*)  
(*industry engagement/annual Board dinner*)

## 2025

### February

Wednesday, Feb 5: Committee Meetings (*virtual*)  
Wednesday, Feb 12: Full Board Meeting (*in-person*)(*student engagement*)

### April

Thursday, April 24: Academic & Student Affairs Committee (*to approve Accountability Plan (AP) only*) and brief Full Board Meeting (*to approve AP only*) (*virtual*)

### June

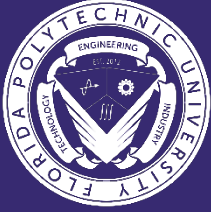
Wednesday, May 28: Committee Meetings (*virtual*)  
Wednesday, June 4: Full Board Meeting (*in-person*)(*BOT/Foundation Board Event*)

### September

Thursday, Sept 18: Committee Meetings (*virtual*)  
Wednesday, Sept 24: Full Board Meeting (*in-person*)(*faculty engagement*)

### November \*\*\*ANNUAL BOARD RETREAT\*\*\*

Monday, Nov 10: Committee Meetings (*virtual*)  
Tues/Wed, Nov 18-19: Full Board Meeting & Annual Board Retreat (*in-person*)  
(*industry engagement/annual Board dinner*)



# 2024-2025 Meeting Schedule

## Florida Board of Governors

### 2024

January 24:	Florida State University, Tallahassee
February 21:	Board of Governors Meeting via Conference Call
March 26-27:	University of Florida, Gainesville
May 8:	Board of Governors Meeting via Conference Call
June 27-28:	University of Central Florida, Orlando
September 18-19:	Florida Atlantic University, Boca Raton
October 16:	BOG Committee Workshops, University of West Florida, Pensacola
October 29-30:	Trustee Summit and Board of Governors Meeting Florida International University, Miami

### 2025

January 29-30:	University of North Florida, Jacksonville
February 20:	Board of Governors Meeting via Conference Call
March 25-26:	FAMU, Tallahassee
May 15:	Board of Governors Meeting via Conference Call
June 19-20:	Florida Atlantic University, Boca Raton
September 10-11:	Florida Gulf Coast University, Ft. Myers
October 9:	University of Central Florida, Orlando
November 5-6:	University of Florida, Gainesville