



Trustee Responsibilities

Trusteeship is a generous and selfless act of public service requiring commitment, engagement, and dedication to the mission of Florida Polytechnic University, the needs of its multiple and diverse public and private constituencies and the overall public good.

Consistent with those obligations, the following are responsibilities and expectations related to service on the Florida Polytechnic University Board of Trustees:

1. To see that the mission of the University is accomplished and to work with other trustees and leadership to shape the University mission
2. Become familiar with key aspects of the University including, but not limited to, its mission, governance, financing, strategic plan, and performance measures
3. Appoint the president
 - a. Delegate authority to the president as necessary
 - b. Support the president
 - c. Assess the president
 - d. Review and approve president's employment agreement
 - e. Maintain a keen sensitivity to the boundary between board oversight and guidance and institutional management and administration
4. Approve the educational programs and ensure that they achieve the mission
5. Exercise all corporate powers consistent with law
 - a. Implement the business and affairs of the corporation through the president
 - b. Amend the bylaws of the corporation
 - c. Approve major policies and regulations
 - d. Preserve institutional autonomy
 - e. Fulfill fiduciary responsibilities by approving and monitoring the annual budget, protecting the institution's financial and capital assets, ensuring responsible and prudent investment of all restricted and unrestricted funds, and ensuring a competent and comprehensive annual audit process
 - f. Maintain the highest standards of ethical behavior. Any potential or apparent conflicts of interest must be publicly disclosed and promptly removed
6. Provide resources to achieve the mission
 - a. Personal financial support
 - b. Assist in fundraising

- c. Promote and refer to others
- 7. Approve a long-range strategic plan
 - a. Ensure a planning process
 - b. Ensure major planning issues developed
- 8. Enhance public image
 - a. Assure faculty, staff, and student morale
 - b. Assure a positive image to the constituency
 - c. Maintain some presence at key University functions and events (e.g., commencement) that are integral parts of the life of the University community
- 9. Enhance trustees' effectiveness
 - a. Elect officers of the board
 - b. Assess the performance of the board and recommend improvements
 - c. Contend with conflicts of interest of the board and liabilities
- 10. Regular attendance at board and committee meetings
 - a. Attend at least 3/4 of the scheduled board meetings and 3/4 of assigned committee meetings
 - b. Read background material provided to the board prior to meetings
 - c. Be prepared to interact on issues presented at board meeting
 - d. Serve on committees as appointed by the board chair