

**FLORIDA POLYTECHNIC UNIVERSITY
BOARD OF TRUSTEES
MEETING MINUTES
Greater Orlando Aviation Authority
One Jeff Fuqua Boulevard (One Airport Boulevard)
Orlando, Florida 32827
August 26, 2013**

1. Call to Order and Roll Call

Chair Rob Gidel called the meeting to order at 10:57 a.m. Gina DeIulio called the roll: Chair Rob Gidel, Vice Chair Mark Bostick, Trustee Bill Brown, Trustee Sandra Featherman, Trustee Dick Hallion, Trustee Scott Hammack, Trustee Kevin Hyman, Trustee Frank Martin, Trustee Bob Stork, and Trustee Don Wilson were present (Quorum).

Staff, Consultants and Presenters: Ava Parker, Dr. Ghazi Darkazalli, Gina DeIulio, Pete Karamitsanis, Scott Rhodes, Maggie Mariucci, Rick Maxey, Jeff Kallay and Brad Bennett.

2. Approval of Minutes

The minutes from the June 25, 2013 and August 13, 2013 Board of Trustees meetings were presented for approval. **Trustee Brown made a motion to approve the minutes. Trustee Hallion seconded the motion, a vote was taken and the motion passed unanimously.**

3. Chairman's Report

Chair Gidel gave his report to the Board and spoke about the University's ultimate mission and how Florida Poly can execute that mission.

Chair Gidel asked that each Committee chair look at the upcoming items on the chart provided by Ava Parker that will need approval for items that can be delegated to the Committees for approval versus the full Board.

4. Presidential Search

Chair Gidel addressed the Board and advised that the search for a consulting search firm has been narrowed down to one highly recommended candidate: Bill Funk.

Trustee Featherman advised that she has heard great things about Bill Funk and is in agreement with Chair Gidel.

Trustee Wilson made a motion for the Board of Trustees to authorize the Chair and staff to negotiate a contract with Bill Funk's firm to assist with finding a president. Trustee Featherman seconded the motion, a vote was taken and the motion passed unanimously.

5. Chief Operating Officer's Report

Ava Parker gave her report to the Board and advised that with the help of Maggie Mariucci she ensured that the Florida Poly message was being sent out to state and local stakeholders.

Florida Poly now has 41 full-time staff. Ava Parker introduced the new staff members to the Board:

- Ray Galleno, Director of Auxiliary Services
- Jackye Maxey, Director of Special Projects & Board Liaison
- Sean Malott, Director of Business Partnerships
- Crystal Lauderdale, Director of Marketing and Communications.

6. Conflict of Interest

Gina DeJulio read the conflict of interest that was filed by Trustee Don Wilson, it is attached.

7. Committee Reports

Academic Affairs Committee. Trustee Featherman gave an update on the Academic Affairs Committee.

a. Scholarship Recommendation.

- Gina DeJulio and Scott Rhodes presented the scholarship recommendations and the Board discussed the scholarship options.
- Trustee Featherman asked the Board to review all the years being considered for scholarship recommendation, but to concentrate on the inaugural class.
- Trustee Wilson made a motion to the Board to approve the scholarship recommendation for the inaugural undergraduate students of \$5,000 for the first three years and \$3,200 for the fourth year; and for the inaugural graduate students \$9,300 for two years with the ability to amend this motion to include additional years. Trustee Bostick seconded the motion, a vote was taken and the motion passed unanimously.**

b. Recruiting Update.

- Scott Rhodes gave an update on the recruiting process and advised that 14 applications were received (nine are transfer students and four are freshman). He also advised that Florida Poly will be accepting its first student next week.
- Scott Rhodes introduced Jeff Kallay, Cofounder and CEO at Render Experiences. Jeff Kallay advised that his company is working on creating a 45-minute Florida Poly preview film that will be presented in theaters throughout the state of Florida. The focus on this preview is for student admissions and recruiting purposes. Social media will be used to invite potential students to the preview. Trustee Featherman requested a list to be sent of the theaters where the preview is being shown.

c. Faculty Hiring Update.

Dr. Darkazalli addressed the Board and gave an update on the hiring of faculty. He advised there are several potential faculty members that are unable to start until after the first of the year or next summer. Five faculty members have been hired and will be starting within the next month or two.

d. Scholarship and Foundation Update.

Cindy Alexander gave an update on the scholarships and advised that the Foundation Board has been working to reach the goals of the University. She advised that they are also looking for three additional members that the Board of Trustees appoints to add to their Foundation Board and asked the Board of Trustees to let her know of any recommendations.

Operations Committee. Trustee Martin gave an update on the Operations Committee.

a. Admissions Office Update.

- Pete Karamitsanis advised the Board that the Operations Committee approved the construction of the admissions center and the purchase of a refabricated building. The location of the building was discussed and the construction of the building will be an amendment to the existing Skanska contract.

- b. Construction Update.
Pete Karamitsanis advised that the construction of the campus was on schedule and on budget.

Finance & Audit Committee. Trustee Bostick gave an update on the Operations Committee.

- a. Monthly Financial Report.
 - i. Trustee Bostick asked Brad Bennett from the University of Florida to present Florida Poly's financial reports for periods ending June 30, 2013 and July 31, 2013. The Committee will begin submitted monthly reports in September 2013. Brad Bennett went over the financial reports and explained the process of auditing the reports according to state guidelines. SACS requires two years of auditing, so the first year that Florida Poly will be able to submit is 2013.

Strategic Planning Committee. Trustee Stork gave an update on the Operations Committee.

- a. Marketing and Communications Plan.
Trustee Stork gave an update on the marketing and communications plan and he made a motion to approve the plan, a vote was taken and the motion passed unanimously.
- b. ITN for Redundant Communications
 - i. Part 1: The Strategic Planning Committee met this morning and approved the recommendation that a contract be awarded to Bright House Networks. **Trustee Stork made a motion for the Board to enter into negotiations for High Speed Communications with Bright House Networks for services related to: 1) Redundant High Speed Internet and Data Communications, 2) Cable Television Services, and 3) Telecommunication Services; to authorize staff to negotiate the final agreement, authorize the Board Chair to sign the contract. A vote was taken and the motion passed unanimously.**
 - ii. Part 2: The Strategic Planning Committee met this morning and approved the recommendation that a contract be awarded to Inland Fiber & Data. **Trustee Stork made a motion for the Board to authorize staff to enter into negotiations for High Speed Communications with Inland Fiber & Data for services related to off campus equipment location, once the final contract is negotiated, to authorize the Board Chair to sign the contract. A vote was taken and the motion passed unanimously.**
- c. Transfer of Property to Polk State
Pete Karamitsanis made a presentation regarding the four modulars that are being recommended to transfer from Florida Poly to Polk State College. **Trustee Stork made a motion for the Board to approve transferring the ownership of the four modular buildings located on the Polk State College campus from Florida Poly to Polk State College. A vote was taken and the motion passed unanimously.**
- d. Building Naming Policy
Trustee Stork presented the Building Naming Policy and reviewed the BOG regulation 9.005 Naming of Buildings and Facilities. **Trustee Stork made a motion for the Board to approve the Naming of Buildings and Facilities Policy. A vote was taken and the motion passed unanimously.**
- e. Industry Partner Summit
Trustee Stork gave an update on the upcoming Industry Summit. The guest speaker at the luncheon will be John Couch, Vice President of Education for Apple. Invitations have been distributed for the September 17, 2013 event.
- f. Industry Partnership Plan
Staff is in the process of developing a plan for reaching a large number of target sector businesses within the State. The University will reach out to business and industry leaders to establish an ongoing exchange of information. The Board will be receiving a list of companies that are being targeted for this event.

8. Action Items – Consent Agenda

Gina DeJulio presented the consent agenda items that were approved by the Academic Affairs Committee. Chair Gidel requested a motion for approval of regulations: FPU-6.004 Annual Leave and FPU-6.005 Sick Leave.

Trustee Featherman made a motion to approve the consent agenda items. Trustee Brown seconded the motion, a vote was taken and the motion passed unanimously.

9. Legislative Affairs Update

Rick Maxey gave an update on the legislative affairs and advised that meetings will be setup in the fall with the legislatures and the governor to discuss and update them on what Florida Poly is doing.

10. Employee Bonus Plan

Ava Parker advised at the last legislative session there was a bill that was passed for an employee bonus plan, and the plan is required to be approved by the Florida Poly Board of Trustees prior to being submitted to the Board of Governors before the due date in September 2013. Gina DeJulio presented the bonus plan and went over the details of the policy.

Trustee Brown made a motion to approve the Florida Poly Employee Bonus plan policy. Trustee Bostick seconded the motion, a vote was taken and the motion passed unanimously.

11. Future Meetings

The next Board meeting was set for October 9, 2013 at a location to be determined.

12. Closing Remarks & Adjournment

With no further business to discuss, Trustee Stork made a motion to adjourn the Board of Trustees meeting. Trustee Bostick seconded the motion, a vote was taken and the motion passed unanimously. The Board of Trustees meeting adjourned at 2:24 p.m.

FORM 8A MEMORANDUM OF VOTING CONFLICT FOR STATE OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Wilson, Donald H.	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Fla. Polytechnic Univ. Bd. of Trustees
MAILING ADDRESS 245 S. Central Ave.	NAME OF STATE AGENCY Board of Governors
CITY COUNTY Bartow, Florida 33830 Polk	MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE
DATE ON WHICH VOTE OCCURRED August 26, 2013	

WHO MUST FILE FORM 8A

This form is for use by any person serving at the State level of government on an appointed or elected board, council, commission, authority, or committee. It applies equally to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing the reverse side and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

ELECTED OFFICERS:

As a person holding elective state office, you may vote on a measure which inures to your special private gain or loss; to the special gain or loss of a principal by whom you are retained (including the parent organization or subsidiary of a corporate principal by which you are retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. However, if you vote on such a measure you must complete this form and file the form within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes.

For purposes of this law, a "relative" includes only your father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with you as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

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APPOINTED OFFICERS:

As a person holding appointive state office, you may vote on a measure which inures to your special private gain or loss; to the special gain or loss of a principal by whom you are retained (including the parent organization or subsidiary of a corporate principal by which you are retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. However, you must disclose the nature of the conflict before voting or before making any attempt to influence the decision by oral or written communication, whether made by you or at your direction.

For purposes of this law, a "relative" includes only your father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with you as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes.
- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION OR VOTE AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF STATE OFFICER'S INTEREST

I, Donald H. Wilson, hereby disclose that on August 26, 2013, 20 :

(a) A measure ~~is or~~ will come before my agency which (check one)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____;
- inured to the special gain or loss of my relative, _____;
- inured to the special gain or loss of Polk State College, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

The Board of Trustees of Florida Polytechnic University will be voting to transfer ownership of four modular buildings to Polk State College by who I am retained as General Counsel.

August 23, 2013

Date Filed

Donald H. Wilson

Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.