

**FLORIDA POLYTECHNIC UNIVERSITY  
BOARD OF TRUSTEES  
GOVERNANCE COMMITTEE  
MEETING MINUTES  
Florida Polytechnic University Admissions Building  
4700 Research Way  
Lakeland, FL 33805  
March 15, 2017 @ 8:30 AM**

I. Call to Order and Roll Call

Committee Chair, Richard Hallion, called the Governance Committee meeting to order at 8:30am.

Maggie Mariucci called the roll: Chair Dick Hallion, Vice Chair Philip Dur, Trustee Mark Bostick, Trustee Cliff Otto, and Trustee Don Wilson were present (Quorum).

Other trustees present: Trustee Christina Drake, Trustee Sandra Featherman, Trustee Veronica Perez-Herrera, Trustee Frank Martin, Trustee Henry McCance and Trustee Bob Stork.

Staff present: President Dr. Randy Avent, Mr. Kevin Aspegren, Ms. Gina DeJulio, Mrs. Maggie Mariucci, Mr. Rick Maxey, Mr. Mark Mroczkowski, Dr. Terry Parker, and Dr. Bill Rhey.

II. Public Comment

There were no requests received for public comment.

III. Approval of Minutes

**Trustee Cliff Otto made a motion to approve the Governance Committee meeting minutes of February 23, 2017. Trustee Philip Dur seconded the motion. A vote was taken, and the motion passed unanimously.**

IV. 2016-2018 Governance Committee Work Plan Review

Chair Richard Hallion presented the updated 2016-2018 Governance Committee Work Plan to the Committee. The suggested recommendations from the December 7 meeting have been added to the Work Plan, which instills a training and evaluation process for Trustees. Chair Hallion opened up for comments or suggestions, and none were given by the Committee.

V. President's Evaluation Update

Ms. Gina DeJulio provided an update on the President's evaluation process:

Dr. Sally Mason has been hired to assist as the lead consultant in President Randy Avent's comprehensive review. Dr. Mason made her first visit to Florida Poly on March 6 and 7 and spent

several hours with President Avent as he shared about the history of the University, his accomplishments and past challenges, and his vision for the future. Dr. Mason also conducted over 12 individual preliminary interviews with Trustees and senior staff members. The primary purpose of the initial visit was for Dr. Mason to familiarize herself with the institution and prepare for the full-scale, comprehensive review.

Dr. Mason will return to campus April 10 through 14 to conduct 40 to 60 interviews for the comprehensive review. Dr. Mason will be interviewing all Trustees, senior staff, select faculty, students, other staff, and a variety of external constituents. The interviews, as well as Dr. Mason's notes from her previous visit, will inform the report to the Board's governing committee later this spring.

#### VI. University Delegation of Authority Discussion

Trustee Frank Martin asked the Governance Committee to carefully review the Delegation Best Practices document, provided by the Board of Governors, to determine whether changes need to be made to the University's current delegation of authority. After the Committee closely reviews and discusses the current delegation, the Committee will report to the Full Board in a subsequent meeting. While there may not be a need for any changes, Trustee Martin does ask the Committee to closely review the current delegation against the Best Practices document provided by the Board of Governors.

Some comments were given by the Committee regarding the University delegation of authority, and discussion occurred regarding whether the University will be adopting a single regulation or if the delegation will be spread out through all regulations.

Ms. DeJulio explained that the University currently has several methods for delegating authority depending upon whether the delegation is permanent or if it is adopted under certain terms. Ms. DeJulio clarified that the Committee will review the resolution and compare it to what the guidelines say what the delegation of authority to the President should be. Specifically, the Committee will look into the delegation of authority on the purchase of goods and services. When the President then further delegates that authority, it is either in a delegation of authority memorandum, or it is per policy where the title of the position that permanently holds that delegation is stated via policy or regulation. The University currently has a chart showing to whom authority has been delegated.

Trustee Martin stated that the Governance Committee will use the University delegation of authority chart and supporting documents as they meet to review and discuss the Delegation Best Practices and the current delegation of authority.

#### VII. Board Management Software Update

Mrs. Maggie Mariucci announced that after comparing several different board portal software companies over the last three months, the University has decided to go with Diligent as the official board portal software for the Board of Trustees. The Diligent board portal will provide digital access to the most up-to-date meeting materials and will help streamline meetings and the administrative process. Diligent is an iPad compatible system and can be used on any electronic device (iPad, tablet, computer, laptop, or smartphone).

Mrs. Mariucci explained that administration is currently working on the implementation process; more information, including board portal training, will be provided at the June meeting.

VIII. FPU-1.014 Animals on University Property- Amendment

Ms. Gina DeJulio stated that the amendment to FPU-1.014 Animals on University Property includes miniature horses as an additional service animal that may be used to assist an individual with a disability while on University property. Ms. DeJulio clarified that the Florida Statutes define “service animal” as either a dog or miniature horse.

**Trustee Cliff Otto motioned to recommend approval of the FPU-1.014 Animals on University Property amendment to the Board. Trustee Philip Dur seconded the motion. A vote was taken, and the decision passed unanimously**

IX. Closing Remarks and Adjournment

With no further comments, the Governance Committee meeting adjourned at 8:55am.