

Florida Polytechnic University
Board of Trustees

Board of Trustees Meeting

MEETING MINUTES – AMENDED

Wednesday, May 23, 2018

8:30 AM-12:00 PM

Joker Marchant Stadium, 2301 Lakeland Hills Blvd., Lakeland, FL 33805

I. Call to Order

Chair Frank Martin called the Board of Trustees meeting to order at 8:30 a.m.

II. Roll Call

Kris Wharton called the roll: Chair Frank Martin, Vice Chair Don Wilson, Trustee Philip Dur, Trustee Henry McCance, Trustee Travis Hills, Trustee Bob Stork, Trustee Adrienne Perry, Trustee Mark Bostick, Trustee Jim Dewey, Trustee Dick Hallion, Trustee Cliff Otto, Trustee Louis Saco, and Trustee Gary Wendt were present (Quorum).

Staff present: President Randy Avent, Provost Terry Parker, Ms. Gina Delulio, Mr. Mark Mroczkowski, Mr. Kevin Aspegren, Mr. Rick Maxey, Mrs. Kris Wharton, Mrs. Kim Abels and Mrs. Maggie Mariucci were present.

III. Public Comment

There were five requests received for public comment. Dr. Christina Drake, Dr. Patrick Luck, and Dr. Robert Austin addressed the Strategic Plan. Dr. Houssain Kettani addressed the Academic and Student Affairs Committee Report. Dr. Rich Matyi addressed aspects of the education environment at Florida Poly.

IV. Approval of Minutes

Trustee Philip Dur made a motion to approve the Board of Trustees meeting minutes of February 28, 2018. Trustee Louis Saco seconded the motion; a vote was taken, and the motion passed unanimously.

V. Chairman's Remarks

Chair Frank Martin asked to dedicate this meeting to the memory of Dr. Sandra Featherman. A moment of silence in her memory was observed. She was a champion of women and higher education and will be missed.

Chair Martin shared the comments he gave to the graduating seniors at Commencement on May 4, 2018. He thanked all of the Trustees for their support over the past two years. He will continue to serve on the board for two additional years and stated that he will be engaged and involved.

VI. President's Remarks

President Randy Avent began his remarks by reviewing many events that have been held since the Board last met. Events include the Economic Development Symposium, Women in STEM, Poly Pi Run, Excelerate and Commencement. He reported the Foundation and Industry Relations are working with 25 companies to engage and build relations. The University met with Lakeland Regional Health on collaboration in areas of IT Security, Operations, Informatics and Clinical Informatics. Trustee Cliff Otto is serving in this collaborative effort.

President Avent reported the University has begun leadership training for all Department Chairs and Heads. A culture initiative was rolled out in January and an Annual Employee Awards banquet (ABLAZE) was held in April. Communications to students and internal stakeholders are being improved and President Avent can now be found on Twitter.

A diversity inclusion town hall was held in April and was very successful. Several faculty and President Avent traveled to Brazil to discuss partnering with two universities. Florida Poly also continues to work with SunTrax.

Funding for an Advanced Mobility Institute (AMI) was requested and received from the state legislature; several faculty are being funded this summer to work with Suntrax to help define infrastructure.

VII. Legislative Session Report

Ms. Kathy Mizereck presented an update on the 2018 Legislative Session. She reviewed the appropriations history, operating funds, Public Education Capital Outlay (PECO), FIPR Institute, State University System (SUS) issues and policy issues. The appropriations history shows Florida Poly has held its own on receiving funds and is continuing to grow. Funding was requested for three projects and \$500,000 was received for the Advanced Mobility Institute (AMI).

The House and the Senate adopted resolutions recognizing Florida Poly for progress and accomplishments to date. A resolution from The Governor and cabinet recognized January 16, 2018 as Florida Polytechnic University day in honor of Florida Poly Day at the capitol.

Ms. Mizereck expressed her thanks to the Board for their support and stressed the relationships in Tallahassee are critical as there will be many changes happening with upcoming seat changes.

VIII. University Strategic Plan

President Randy Avent gave a presentation on the new Strategic Plan. He stated the end results of a strategic plan are positioning, priorities, performance, and payment. In the University's strategic plan, President Avent addresses positioning and priorities together. Payment comes in the form of the University's annual operations plan.

Discussion ensued on mitigating enterprise risk such as mass shootings. President Avent stated the University provides access to 24/7 mental health counseling; he is also in discussion with Chief Holland about campus-wide active shooter training.

There are three key items that differentiate Florida Poly from other universities in the SUS: Florida Poly is

a small institution, a new institution, and 100% STEM focused.

Discussion occurred on the wording for the new mission and vision statements. Trustees and President Avent agreed upon the following:

Mission: “Serve students, the state and beyond through excellence in education, discovery and application of engineering and applied sciences”

Vision: “Florida Poly will be a premier STEM university producing highly desirable graduates and new solutions”

There are four primary strategic priorities in the new plan: degree alignment, student success, economic development, and affordability.

Degree Alignment: the goal is to build prominent programs in high paying industries. Trustees discussed the value of including traditional programs that still pay well. Chair Martin reminded Trustees that Florida Poly also needs to be distinct and different from other engineering schools in the state.

President Avent reviewed performance metrics around enrollment, faculty, and instruction. Trustee Wendt inquired as to whether the University should track applications as part of performance metrics. President Avent agreed that applications could be included as part of the metrics; however, it is more important to look at the data surrounding the actual incoming class. Chair Martin requested more information on why applications went down in 2015 and 2016 and what the University has done to increase interest and applications.

Student Success: this includes four major priorities that help prepare students for a lifetime of success. Performance indicators are found in retention rate, jobs, and the number of industry projects.

Economic Development: the main goal is to grow a high-technology economy around Florida Poly. Trustee Dur asked about including a metric around a sustainable industry interaction model. Trustee McCance countered that some things will be difficult to assign a metric to. President Avent reviewed a graph on university-industry interactions and where Florida Poly has strong interactions and where the University has moderate and weak interactions.

Affordability: this priority is to maximize the value for the student. Performance will be assessed via the annual Noel Levitz student survey and on spending, specifically % expenditures on instructional effort, net tuition & fees per 120 hours and the University’s Performance Based Funding (PBF) score.

Trustees agreed that the University must be more aggressive in its outreach throughout the state of Florida. Trustee Otto stated it is the responsibility of every Trustee to weave discussions about Florida Poly into their daily life and work with colleagues and peers.

Staff and Trustees clarified the next steps for the Strategic Plan: with Board approval of President Avent’s presentation, a final narrative will be written and brought to the Board for approval at the September 5, 2018 meeting. Mr. Rick Maxey confirmed the University only has to submit the final strategic plan document to the BOG, but the BOG does not officially approve the plan.

Trustee Don Wilson made a motion to approve the new University Strategic Plan, mission statement and vision statements as presented and revised during this meeting, with the stipulation that the final narrative be written during the summer, circulated to Trustees for initial review, and presented for final

approval of the Board on September 5, 2018. Trustee Gary Wendt seconded the motion; a vote was taken, and the motion passed unanimously.

IX. Foundation and Development Update

Mr. Kevin Aspegren presented the Foundation and Development report, which included their goals for the 2018-19 year. He reviewed year-to-year comparisons on contribution distribution by donor type, new funds, and endowment contributions. The Foundation currently has \$2.4M in unrestricted funds.

Mr. Aspegren reviewed the feasibility of launching a capital campaign. The University and the Foundation are not ready at this time. It requires a 12-18 month planning period, the new Strategic Plan to be in place, and the full support of both boards. A determination is needed on how much funding the University wants to raise as well as the purpose for raising the funds. It will be important for all Trustees to contribute financially to the campaign.

Trustees asked for marketing materials to hand out when talking with potential supporters across the state. Mr. Aspegren confirmed that materials will be provided to all Trustees.

Another current focus of the Foundation is recruiting additional members for the Foundation Board.

X. Economic Development

Mr. Rick Maxey presented the University's goals for economic development as well as reported on the Economic Development Summit that took place on campus in March. Administration's goal is to develop a research park around the existing campus, with an immediate focus of securing the land immediately to the west of the current campus. The research park would include industry, residential, and retail. Florida Poly is in a prime location with appropriate infrastructure such as airports, major highways, seaports, and rail.

XI. Title IX and Accessibility (American Disabilities Act – ADA)

Mrs. Michelle Disson presented on Title IX and Accessibility. She reviewed the history of Title IX complaints at Florida Poly and presented her training program plans for employees and students. She also covered her intent to ensure the campus is ADA compliant.

XII. Committee Reports

A. Governance Committee Report:

Committee Chair Hallion stated that the Governance Committee had 3 items for approval:

1. President's Evaluation for 2017-18

The Governance committee reviewed the President's self-evaluation and concurred President Avent is doing an excellent job. Chair Frank Martin reported his discussions with the Chair of the Board of Governors regarding President Avent's performance resulted in all good comments.

Trustee Philip Dur made a motion to approve the composite report on the President's performance evaluation for 2017-18 with the addition of the initials of the trustee next to each comment to

indicate which trustee made the comment. Trustee Don Wilson seconded the motion; a vote was taken and the motion passed unanimously.

2. Adjustments to the President's compensation

Committee Chair Hallion reported the recommendations to the President's compensation are consistent with the other leaders in the Florida State Universities. He also stated President Avent requested that any adjustment to his salary be no more than 3.5 percent.

Trustee Don Wilson made a motion to approve a 3.5 percent increase to the current base salary. Trustee Mark Bostick seconded the motion; a vote was taken and the motion passed unanimously.

Trustee Don Wilson made a motion to approve a performance-based compensation bonus of 20% of the President's current base salary for President Avent. Trustee Mark Bostick seconded the motion; a vote was taken and the motion passed unanimously.

3. President's Goals 2018-19

Committee Chair Hallion reported the President's Goals were reviewed and were found to be reasonable and far-sighted and the committee recommends approval of the goals.

Trustee Philip Dur made a motion to approve the President's goals for 2018-19. Trustee Cliff Otto seconded the motion; a vote was taken and the motion passed unanimously.

Committee Chair Hallion also shared that the committee also nominated a slate of officers for 2018-2020, which will be reviewed and voted on later in this meeting's agenda. The committee also reviewed the 2016-18 Governance Committee Work Plan.

B. Strategic Planning Committee Report:

Committee Chair Wilson informed the board that the Strategic Planning Committee had one item for approval, the 2018 University Accountability Report.

Trustee Robert Stork made a motion to approve the 2018 University Accountability report. Trustee Louis Saco seconded the motion; a vote was taken and the motion passed unanimously.

Committee Chair Wilson also reported the Strategic Planning committee reviewed the 2016-2018 Strategic Planning Committee Work Plan.

C. Finance & Facilities Committee Report:

Committee Chair Stork stated the Finance and Facilities Committee had several items for approval:

1. ARC Funding Recommendation

Trustee Don Wilson made a motion to approve an additional \$15.8M in carry forward funding be committed so ARC construction can begin immediately. Trustee Henry McCance seconded the motion; a vote was taken and the motion passed unanimously.

2. 2018-19 University Operating Budget

Trustee Gary Wendt made a motion to approve the University budget for fiscal year 2018-2019. Trustee Henry McCance seconded the motion; a vote was taken and the motion passed unanimously.

3. Contract for Review and Approval

Trustee Gary Wendt made a motion to approve the Clark Nikdel Powell contract for 1.5M. Trustee Louis Saco seconded the motion; a vote was taken and the motion passed with 9 yays and 4 nays.

4. Legislative Budget Request for 2019-2020 Operating Budget

Trustee Gary Wendt made a motion to approve the Legislative Budget Request for 2019-2020 for the Operating Budget. Trustee Don Wilson seconded the motion; a vote was taken and the motion passed unanimously.

5. Legislative Budget Request for 2019-2020 Capital Improvement Plan

Trustee Don Wilson made a motion to approve the Legislative Budget Request for 2019-2020 for the Capital Improvement Plan. Trustee Cliff Otto seconded the motion; a vote was taken and the motion passed unanimously.

6. Current Foundation Board Member Confirmation

Trustee Cliff Otto made a motion to recognize and confirm the current Florida Polytechnic University Foundation, Inc. Board Members. Trustee Gary Wendt seconded the motion; a vote was taken and the motion passed unanimously.

7. 2018-19 Foundation Budget

Trustee Jim Dewey made a motion to approve the Florida Polytechnic University Foundation 2018-19 Budget. Trustee Philip Dur seconded the motion; a vote was taken and the motion passed unanimously.

8. Approval of Four Financial Gifts

The following gifts were reviewed and approved with one vote:

- Avent Family Foundation Endowed Scholarship: \$25K
- Chess Club Endowed Scholarship: \$26K
- Boring Business Solutions Naming Opportunity: \$50K
- Gidel Family Fund Endowed President's Fund: \$100K

Trustee Henry McCance made a motion to accept the four financial gifts as presented. Trustee Philip Dur seconded the motion; a vote was taken and the motion passed unanimously.

9. Anticipated Use of University Resources for 2018-19

Trustee Cliff Otto made a motion to approve the estimated resources of \$232,885 to be provided to the Florida Polytechnic University Foundation for the 2018-19 fiscal year. Trustee Gary Wendt seconded the motion; a vote was taken and the motion passed unanimously.

The Finance & Facilities Committee also reviewed the 2016-2018 Finance & Facilities Committee Work Plan.

D. Academic & Student Affairs Committee Report:

Committee Chair Richard Hallion reported on the Academic and Student Affairs Committee and the items needing board approval:

1. Four Year Graduation Improvement Plan

Trustee Philip Dur made a motion to approve the four-year graduation improvement plan. Trustee Robert Stork seconded the motion; a vote was taken and the motion passed unanimously.

2. Name Change on Two Undergraduate Degrees

Trustee Robert Stork made a motion to approve renaming the degree “Data Analytics” to “Data Science” and to approve renaming the degree “Science and Technology Management” to “Business Analytics”. Trustee Louis Saco seconded the motion; a vote was taken and the motion passed unanimously.

3. New Degrees over the Next Three Years

Trustee Cliff Otto made a motion to approve the development of a new degree titled “Engineering Mathematics”, the development of a new degree titled “Engineering Physics” and the development of a new degree titled “Environmental Engineering”. Trustee Don Wilson seconded the motion; a vote was taken and the motion passed unanimously.

4. Faculty Handbook Revision

Trustee Don Wilson made a motion to approve the revised Faculty Handbook. Trustee Philip Dur seconded the motion; a vote was taken and the motion passed unanimously.

Committee Chair Hallion also reported that the Academic & Student Affairs Committee reviewed the 2016-18 Academic & Student Affairs Committee Work Plan, heard highlights from Career Services, and heard an update on the Accreditation Board for Engineering and Technology (ABET).

E. Audit & Compliance Committee Report:

Committee Chair Cliff Otto gave a review of the Audit & Compliance committee meeting and sought board approval for three items:

1. University Financial Audit-FYE 6/30/17

Trustee Louis Saco made a motion to approve the University Financial Audit FYE 6/30/17. Trustee Robert Stork seconded the motion; a vote was taken and the motion passed unanimously.

2. Foundation Financial Audit- FYE 06/30/17

Trustee Louis Saco made a motion to approve the Foundation Financial Audit- FYE 06/30/17.

Trustee Robert Stork seconded the motion; a vote was taken and the motion passed unanimously.

3. University Compliance and Ethics Program Plan

Trustee Robert Stork made a motion to approve the University Compliance and Ethics Program Plan. Trustee Dick Hallion seconded the motion; a vote was taken and the motion passed unanimously.

Committee Chair Otto also reported that the Audit & Compliance Committee also reviewed the 2016-18 Audit & Compliance Committee Work Plan, heard an Audit & Compliance update and discussed Enterprise Risk Management (ERM).

XIII. Consent Agenda Discussion

Chair Frank Martin discussed that for future meetings a consent agenda system will be implemented. When the Committees hold their meetings, they will place a "C" for consent on some of the agenda items and "R" for regular agenda item. Utilizing this approach, one motion will cover all of the Consent Agenda items unless a request is made to address a consent agenda item separately.

XIV. Board of Trustees Meeting Calendar

Chair Frank Martin reviewed the following dates for the Board of Trustees Meetings:

1. September 5, 2018
2. December 5, 2018
3. February 27, 2019
4. May 21-22, 2019
5. September 11, 2019
6. December 11, 2019

Trustee Dick Hallion made a motion to approve February 27, 2019, May 21-22, 2019 and December 11, 2019 as upcoming Board meeting dates. Trustee Don Wilson seconded the motion; a vote was taken and the motion passed unanimously.

Board of Governor's meetings will be held at the following dates and times:

1. June 26-28, 2018 (University of Central Florida, Orlando)
2. September 12-13, 2018 (New College of Florida, Sarasota)
3. October 16, 2018 Facilities Committee and Budget and Finance Committee Workshops (University of South Florida, Tampa)
4. November 7-8, 2018 (Florida Atlantic University, Boca Raton)

XV. Election of Officers 2018-2020

The Governance Committee met on Wednesday, May 16, 2018. At this meeting, the committee voted to recommend the nomination of Trustee Don Wilson as the 2018-2020 Board of Trustees Chair and Trustee Cliff Otto as the 2018-2020 Board of Trustees Vice-Chair.

Chair Martin asked for any nominations from the floor.

With no nominations from the floor, Trustee Gary Went made a motion to approve Trustee Don Wilson

as Board of Trustees Chair for the term of 2018-2020 and to approve Trustee Cliff Otto as Board of Trustees Vice-Chair for the term 2018-2020. Trustee Louis Saco seconded the motion; a vote was taken and the motion passed unanimously.

XVI. Closing Remarks and Adjournment

With no further comments, the meeting adjourned at 1:10 p.m.