

DRAFT

**FLORIDA POLYTECHNIC UNIVERSITY
BOARD OF TRUSTEES
MEETING MINUTES
The Terrace Hotel
Ballrooms A and B
329 East Main Street
Lakeland, FL 33801
September 9, 2015 at 2:00 PM**

I. Call to Order and Roll Call

Chair Bostick called the meeting to order at 1:46 p.m.

Maggie Mariucci called the roll: Chair Bostick, Trustee Frank Martin, Trustee Bill Brown, Trustee Christina Drake, Trustee Sandra Featherman, Trustee Dick Hallion, Trustee Veronica Perez-Herrera, Trustee Thomas O'Malley, Trustee Bob Stork, and Trustee Don Wilson were present (Quorum).

Staff present: President Randy Avent, Ghazi Darkazali, Gina DeJulio, Tom Hull, Crystal Lauderdale, Rick Maxey, Maggie Mariucci, Mark Mroczkowski, Elhami Nasr, Scott Rhodes, and Steve Warner were present.

II. Public Comment

There were no requests received for public comment.

III. Approval of Minutes

Trustee Featherman made of motion to approve the following minutes

- **Board Retreat/Workshop – June 3, 2015**
- **Board Meeting – June 3, 2015**
- **Board Meeting – June 4, 2015**
- **Board Meeting – August 20, 2015**

Trustee Martin seconded the motion; a vote was taken, and the motion passed unanimously.

IV. Chairman's Remarks

Chair Bostick gave his report and thanked everyone for attending.

He advised that Trustee Scott Hammock has submitted his resignation from the Board of Trustees, which was effective at the close of his term in July, 2015. He thanked Trustee Hammock for his service and commitment to the University as an inaugural trustee.

Chair Bostick announced the Presidential Inauguration and PIVOT events scheduled to take place October 8, 2015, as well as the Board of Governors Summit, November 4-5, 2015, and encouraged all to attend if possible.

V. President's Remarks

Dr. Avent gave his remarks to the Board and presented a report. Some of the highlights were faculty hiring, staff hiring, and a Master Schedule to be put in place for the coming year. Additionally, four (4) summer studies occurred:

1. How to Build our Research Infrastructure
2. Second Study on Innovation and Teaching
3. Organizational Structures (how to grow the number of majors)
4. How to Institutionalize Grant Work

Dr. Avent also noted the following organizational studies will take place and be reported on during weekly management meetings:

1. How to Become a Highly Selective Institution
2. Faculty Recruitment
3. Graduate School
4. Faculty Matters
5. Student Life
6. Key Performance Indicators
7. Space Study
8. Academic Initiatives
9. Research Enterprise

VI. Committee Reports

Governance Committee

Trustee Wilson provided a report on the Governance Committee. There are four (4) approval items for consideration:

- a. **Approval of the President's Evaluation for 2014-2015.** Trustee Wilson gave an overview of the evaluation process used. Each trustee independently evaluated the President's performance using a standard evaluation form created by the Committee for this purpose. Trustees submitted their responses and Gina DeJulio compiled them into a report that was distributed to the trustees.

After discussion of the President's evaluation, the committee voted to recommend the approval of an overall rating of "Exceeds Performance Expectations" for President Avent for 2014-15.

Trustee Wilson made a motion to approve the President's Evaluation report with an overall rating of "Exceeds Performance Expectations". Trustee Featherman seconded the motion; a vote was taken, and the motion passed unanimously.

- b/c. **Approval of President's Compensation – Base Salary & Bonus.** Trustee Wilson reported Committee members agreed President Avent did an outstanding job during the 2014-2015 fiscal year. He also noted that although the Committee could justifiably recommend more than the contractual minimum 3.5% increase in base salary, President Avent has requested the Board not consider going above the minimum.

Trustee Wilson also reported the Committee considered approval of a salary bonus for the President based on his evaluation for the 2014-2015 fiscal year. The University's contract with the President authorizes a maximum salary bonus of 20%. The Committee recommended approval of a 20% bonus based on the President's evaluation.

Trustee Wilson made a motion to grant the President a 3.5% base salary increase and a 20% salary bonus, effective July 1, 2015. The motion was seconded by Trustee Featherman; a vote was taken, and the motion passed unanimously.

- d. **Approval of President's Goals for 2015-2016.** Trustee Wilson reported that after review of the President's goals and objectives for 2015-2016, the Committee recommended approval.

Trustee Wilson made a motion to approve the President's goals for 2015-2016. Trustee Featherman seconded the motion; a vote was taken, and the motion passed unanimously.

Audit & Compliance Committee

- a. **Approval of Foundation 2014-2015 Audit.** Trustee Wilson gave a report on the Florida Polytechnic University Foundation, Inc.'s 2014-2015 Audit and reported the Committee recommended approval.

Trustee Wilson made a motion to approve the Foundation 2014-15 Audit. Trustee Martin seconded the motion; a vote was taken, and the motion passed unanimously.

- b. **Approval of an Audit & Compliance Committee Charter.** Trustee Wilson reported the University's CFO reviewed the proposed charter for the Committee. The Committee recommended approval of the charter.

Trustee Wilson made a motion to approve the Audit & Compliance Charter. Trustee Martin seconded the motion; a vote was taken, and the motion passed unanimously.

- c. **Approval of University Internal Audit Firm.** Trustee Wilson reported the University's CFO provided the Committee with comparison information, including cost estimates from three qualified audit firms. The Committee recommended approval of the CFO's recommendation of Sunera, LLC as the University's internal audit firm.

Trustee Wilson made a motion to approve Sunera, LLC as the University's internal audit firm. Trustee Stork seconded the motion; a vote was taken, and the motion passed unanimously.

Housing Committee

Trustee Bostick provided a report from the Housing Committee. He noted updates were given by Steve Warner, Director of Student Affairs, regarding the 2015-2016 housing situation, and John Gray, Director of Special Projects, concerning the construction of the Phase II dorm. Each indicated everything is going well and a groundbreaking for the Phase II dorm is scheduled for September 23, 2015.

Academic & Student Affairs Committee

Trustee Featherman provided a report from the Academic & Student Affairs Committee. She noted three policies were reviewed for action and recommended for approval and were moved to the Board's consent agenda. Additionally, the Committee heard updates from the following departments:

1. Executive Vice-President & Provost
2. SACS COC
3. Admissions – 2015 Fall Enrollment
4. Student Affairs

Strategic Planning Committee

Trustee Stork gave a report from the Strategic Planning Committee. He noted there were two approval items:

- a. **Approval of Florida Equity Report.** Trustee Stork noted the Florida Equity Report is required by Florida law and Board of Governors regulation. It is a snapshot of how the University is doing regarding the hiring of individuals in various groups.

Trustee Stork made a motion to approve the Florida Equity Report. Trustee Martin seconded the motion; a vote was taken, and the motion passed unanimously.

- b. **Approval of FIPR Annual Report.** Trustee Stork noted the FIPR Annual Report was presented by Dr. Brian Birky, FIPR's interim Director.

Trustee Stork made a motion to approve the FIPR Annual Report. Trustee Featherman seconded the motion; a vote was taken, and the motion passed unanimously.

Finance & Facilities Committee

- a. **Approval of Named Building Space.** Trustee Martin gave a report from the Finance & Facilities Committee. He noted the Foundation Board is recommending the name of the North Atrium in the Innovation, Science & Technology Building as "The Allen Family and Allen Company Atrium" which was voted upon during their meeting on August 11, 2015.

Trustee Martin made of motion to approve the name of the North Atrium in the Innovation, Science & Technology Building as "The Allen Family and Allen

Company Atrium". Trustee Featherman seconded the motion; a vote was taken, and the motion passed unanimously.

Consent Agenda

Chair Bostick reported that all Consent Agenda items were approved during committee meetings earlier in the day and were unanimously recommended for approval by the reviewing committees.

Trustee Wilson made a motion to approve all consent agenda items (listed below):

- 1. FPU-5.0084AP – Course Credit for Military Training and Courses**
- 2. FPU-5.0086AP – Credit for Online Courses Completed Prior to Initial Enrollment**
- 3. FPU-12.0011AP – Sponsored Research Roles and Responsibilities**
- 4. Investment Policy**

Trustee Martin seconded the motion; a vote was taken, and the motion passed unanimously.

VII. Upcoming Meetings/Events

Chair Bostick made note of the following upcoming events:

1. October 8, 2015 – Inauguration
2. October 8, 2015 – PIVOT
3. November 4-5, 2015 – BOG Board of Trustees Summit (FIU – Miami, FL)
4. Board of Trustees Meetings:
 - November 18, 2015 (if needed, meeting should be conducted in the a.m. to accommodate Trustee Featherman's schedule)
 - December 2, 2015
 - March 16, 2016
 - June 1-2, 2016 – Retreat/Meeting
5. Board of Governors Meetings:
 - November 4-5, 2015 (FIU – Miami, FL)
 - January 20-21, 2016 (FSU – Tallahassee, FL)
 - February 18, 2016 (Florida Polytechnic University – Lakeland, FL)
 - March 16-17, 2016 (University of West Florida – Pensacola, FL)
 - May 12, 2016 (Conference Call)
 - June 14-16, 2016 (University of Central Florida – Orlando, FL)
 - September 14-15, 2016 (New College of Florida – Sarasota, FL)
 - November 2-3, 2016 (Florida Atlantic University – Boca Raton, FL)

With no further business to discuss, the Board of Trustees meeting adjourned at 2:14 p.m.