

Florida Polytechnic University
Board of Trustees

Board of Trustees Meeting

MEETING MINUTES

Wednesday, December 11, 2019
10:30 AM - 12:00 PM

Florida Polytechnic University, Student Development Center
4700 Research Way, Lakeland, FL 33805

I. Call to Order

Chair Don Wilson called the Board of Trustees meeting to order at 10:30 a.m.

II. Roll Call

Kris Wharton called the roll: Chair Don Wilson, Vice Chair Cliff Otto, Trustee Mark Bostick, Trustee Ryan Perez, Trustee Henry McCance, Trustee Victoria Astley, Trustee Bob Stork, Trustee Earl Sasser, Trustee Philip Dur, Trustee Lou Saco, and Trustee Gary Wendt were present (Quorum).

Trustees not present: Trustee Frank Martin, Trustee Adrienne Perry

Staff present: President Randy Avent, Provost Terry Parker, Mr. Mark Mroczkowski, Ms. Gina DeLulio, Ms. Kathy Bowman, Mr. Rick Maxey, Mrs. Kris Wharton, Mr. David Calhoun, Ms. Michele Rush, Mrs. Kim Abels, and Mr. David Blanton were present.

III. Public Comment

There were two requests received for public comment. Dr. Patrick Luck and Dr. Melissa Morris both addressed the Academic and Student Affairs Committee Report.

At the conclusion of the public comments, **Trustee Victoria Astley made a motion that the Board openly discuss the public comments. Chair Wilson stated that discussion of the comments is not on the agenda, however there may be time at the conclusion of the meeting for trustees to comment. Trustee Gary Wendt then seconded Trustee Astley's motion. Chair Wilson called for the vote; a vote was taken, and the motion failed with three ayes for open discussion versus seven nays.**

IV. Chairman's Remarks

Chair Wilson introduced new trustee, Dr. Earl Sasser, from Harvard Business School. He stated that Trustee Sasser is a welcome addition to this Board.

V. President's Remarks

President Randy Avent gave an update of the proposed research park, including the four innovation districts and the status of the property surrounding the campus.

VI. Mental Health on Campus Presentation

Dr. Kathryn Miller, Vice Provost, Student Affairs, presented an in-depth overview of mental health services on campus. Trustee Gary Wendt inquired if there is a cost to the student for counseling services. Dr. Miller stated they are covered in large part through the student health fee. Through the University's contract with BayCare, six counseling sessions are available on campus, or three counseling sessions with off-campus providers at no additional cost to the student. Dr. Miller acknowledged Trustee Astley and the Faculty Assembly for their partnership in delivery of "Cognito", a mental health simulation training program for faculty and staff. Trustee Cliff Otto inquired if this program is something other universities are implementing to which Dr. Miller affirmed it will roll out across the Florida State University System (SUS). Dr. Miller also shared results of the external assessment of the campus mental health services, which were favorable overall, and how the University has addressed key areas this semester to improve student life services. Trustee Lou Saco asked if a student-faculty conversation is recorded and kept confidential. Dr. Miller stated only conversations with licensed, clinical workers are protected.

VII. Revised Legislative Budget Request: University of Distinction

President Avent presented a revised Legislative Budget Request (LBR) based on the new "University of Distinction" designation introduced by the Board of Governors (BOG). Florida Poly's "Engineering Program of Distinction" proposal provides a plan for becoming one of the nation's top 15 engineering schools without a doctorate degree within five years. The new funding request is for \$3M in FY 2020-2021, growing to \$8.5M in four years; this proposal replaces the original LBR for \$2M increase to the University's base budget and aligns well with the 2018-2023 Strategic Plan. Trustee Otto inquired if the University should consider a goal "top 20" versus "top 15" engineering school; President Avent stated he would discuss this further with Mr. Rick Maxey.

Trustee Lou Saco made a motion to approve the revised Legislative Budget Request (Legislative Budget Request (LBR)) for \$3M in FY 2020-2021, growing to \$8.5M in four years, to establish Florida Poly as an "Engineering Program of Distinction." Trustee Bob Stork seconded the motion; a vote was taken, and the motion passed unanimously.

VIII. Student Introduction

Due to final exams, the student introduction occurred next on the agenda. Senior Omar Montesinos, a Computer Science major with a concentration in Cybergaming, shared a brief presentation on his internship with Coca Cola Beverages, and his senior capstone project, "Apex Hunter: An FPS Game."

IX. Advancement Presentation

Mrs. Kathy Bowman, VP Advancement, provided an update on the activities of her first 90 days. She introduced a "net production chart" to the trustees, which she will use in the future to communicate advancement financial data. She also covered her assessment of the current software her department uses and the new, flat structure of department personnel. A cloud-based training platform called "Academic Impressions" has been implemented that offers real-time professional development for her staff. She projects a total of \$1.5M raised for this fiscal year. In the future, she will prepare for campaign readiness.

X. Consent Agenda

Chair Wilson read the list of items to be approved on the consent agenda:

- A. Finance & Facilities Committee
 - 1. Approval of Revised Carry Forward Budget for Previously Unbudgeted Costs
 - 2. Approval of Revision to Regulation FPU-4.003 Special Fees, Fines and Charges
 - 3. Approval of Foundation Board Appointments

- B. Board of Trustees
 - 1. Approve September 11, 2019 Board of Trustees Meeting Minutes

Trustee Henry McCance made a motion to approve the Consent Agenda as presented. Trustee Cliff Otto seconded the motion; a vote was taken, and the motion passed unanimously.

XI. Committee Reports

A. Academic and Student Affairs Report

Chair Wilson stated he performed the role of Chair for the Academic and Student Affairs Committee. There were no action items within the committee meeting. He noted Dr. Terry Parker's information on applications and admissions as significant.

B. Governance Committee Report

Committee Chair Dur stated the committee revised its 2018-2020 Work Plan to reflect changes to the timing of the president's evaluation, and to provide that changes to the president's employment agreement will be discussed at the February 2020 committee meeting. The committee also discussed potential training topics for board members.

The committee discussed and is recommending there be five rating options on the president's evaluation instrument: "not achieved," "partially achieved," "achieved," "exceeded," and "far exceeded." They also recommend the president speak with each trustee individually for feedback on his performance.

The Committee recommends the Board approve the five options for performance ratings as phrased, and that each trustee speak individually with the president on his performance. Trustee Bob Stork seconded the motion; a vote was taken, and the motion passed unanimously.

C. Finance & Facilities Committee Report

Committee Vice Chair Henry McCance stated Mark Mroczkowski provided the committee with university and foundation financial reviews for the first quarter ending September 30, 2019 and the full Unaudited Annual Financial Report for the year ended June 30, 2019. The Committee learned that the audit of the Annual Financial Report is currently underway.

The Committee accepted and approved the University's amended Capital Outlay Budget to include an additional \$115,403 of Carryforward funds to be used for repairs and improvements. The Committee also accepted and approved an amendment to update Regulation FPU-4.003 on special fees as well as approved two new members to the Foundation Board of Directors. The committee reviewed two new contracts over \$200k and heard an update on the Applied Research Center (ARC).

The proposed regulation to govern the use of drones over the campus was discussed at length in the committee meeting. It was approved by a vote of three to two; however, since the vote was not unanimous, it was presented to the full Board for a vote. The trustees engaged in discussion about the policy and David Brunell, Assistant General Counsel, provided examples of policies of other SUS institutions. Trustees Wendt and Astley believe the policy as written is too restrictive. Chair Wilson stated the processes and procedures for drone use should be established by university staff.

The Committee recommends the Board approve Regulation FPU-1.0033 Unmanned Aircraft Systems (UAS) and Model Aircraft. Trustee Bob Stork seconded the motion; a vote was taken, and the motion passed with two dissenting votes.

D. Strategic Planning Committee Report

Committee Chair Mark Bostick stated changes were made to the Committee's Work Plan to accommodate new guidelines for the timing of submitting the University's Accountability Report to the BOG by May 1, and to add updating the Campus Master Plan. That deadline for the Accountability Report may require a call-in meeting be held in late March or early April to get approval on the final report.

The committee also heard the annual report for FIPR Institute from Dr. Jim Mennie. Committee Chair Bostick recommends the full Board hear this report at a future meeting. Additionally, Mr. Sean Malott gave a presentation on the Central Florida Innovation Districts that supports the University's efforts to establish a research park around the University. Lastly, Florida Poly's CIO, Ben Beachy, reviewed the status of the University's IT security and discussed what is currently being done and what is planned to ensure that all prudent steps are taken to protect the University from hackers and other IT threats.

E. Audit & Compliance Committee Report

Committee Chair Gary Wendt stated one change was made to the Audit & Compliance Committee's work plan. The committee also heard reports from David Blanton, CAE & CCO, on internal and external audits which were all in order.

XII. Faculty Presentation

Dr. Youssif Al-Nashif, Associate Professor, Department of Computer Science and Department of Electrical and Computer Engineering, shared the history of leading his team through the SACSCOC and ABET accreditation processes and the tremendous growth of his departments. He expressed his appreciation to the Provost, other faculty chairs, and Academic Affairs staff for their support in the accreditation processes.

XIII. Board of Trustees Meeting Calendar

Chair Wilson reviewed the Board of Trustees meeting calendar. In order to move the current December 2020 meeting dates further away from Thanksgiving week, the revised meeting calendar reflects a December 7 and 8 meeting date versus the previous December 1 and 2 dates.

Trustee Philip Dur made a motion to approve the Board of Trustees meeting calendar through 2021 as presented. Trustee Gary Wendt seconded the motion; a vote was taken, and the motion passed unanimously.

XIV. Board of Governors' Meetings

Chair Wilson encouraged trustees to attend the Board of Governors meetings when possible.

XV. Closing Remarks and Adjournment

Trustees shared topics of interest to them that they'd like to discuss at future meetings. Topics include emergency preparedness plan, discussion time about public comments made at meetings, and University marketing and branding.

Chair Wilson stated the trustees are interested in understanding employee satisfaction at the University but is concerned that polls or surveys that are administered not be partisan.

Trustee Lou Saco stated his pride in the institution's ABET accreditation and suggests we celebrate this great achievement and use it as a tool to move forward together.

With no further business to conduct, the meeting adjourned at 1:05 p.m.