

Florida Polytechnic University
Board of Trustees

Board of Trustees Meeting

MEETING MINUTES

Wednesday, September 11, 2019

2:00-3:30 p.m.

**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 2:00 p.m.

II. Roll Call

Kris Wharton called the roll: Chair Don Wilson, Vice Chair Cliff Otto, Trustee Mark Bostick, Trustee Ryan Perez, Trustee Frank Martin, Trustee Henry McCance, Trustee Victoria Astley, Trustee Bob Stork, Trustee Dick Hallion, Trustee Adrienne Perry, and Trustee Gary Wendt were present (Quorum).

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. Kathy Mizereck, Ms. Michele Rush, Mrs. Kim Abels, and Mr. David Blanton were present.

III. Public Comment

There were three requests received for public comment. Dr. Patrick Luck addressed the Academic and Student Affairs Committee Report, Dr. Christina Drake addressed the Audit and Compliance Committee Report, and Mr. Marshall Ogletree addressed the Executive Committee Report.

Chair Wilson responded with brief, personal comments, stating his support of and confidence in the President and Provost.

IV. Chairman's Remarks

Chair Wilson recognized and expressed appreciation to the Provost and faculty on achieving ABET accreditation; he applauded the achievement of the admissions team for meeting enrollment goals; and he shared that President Avent and Trustee Mark Bostick were listed as two of Florida's most influential business leaders according to Florida Trend's "Florida 500" list.

V. President's Remarks

President Randy Avent commented on several achievements that occurred over the summer, including the improvements to the outdoor space between Student Development Center and Wellness Center; the addition of 16 new offices in the Saddle Creek Logistics Commons; the successful one-year reopener of

the Collective Bargaining Agreement (CBA); the progress on the new website design; the hiring of Kathy Bowman, Vice President of Advancement; the successful revision to the Accountability plan; the Applied Research Center (ARC) groundbreaking; and the soon-to-be-released Board of Trustees monthly communique "Board Briefs", and new trustee flipped orientation.

Chair Wilson led a discussion on Board meeting format. Trustee Martin recommended holding all committee meetings and deriving a consent agenda at the end of day one, then holding the Workshop and full Board meeting the morning of day two. This general concept seemed favorable to the group and Board staff will work on a draft schedule to send out for further consideration.

VI. Consent Agenda

Chair Don Wilson read the list of items on the consent agenda:

- A. Governance Committee
 - 1. Approve Fourth Amended & Restated By-laws revision
 - 2. Approve Regulation FPU-2.005 Admission of International Students
- B. Finance & Facilities Committee
 - 1. Approve University Policy FPU-7.0001P Electronic Funds Transfer
- C. Board of Trustees
 - 1. Approve May 22, 2019 Board of Trustees Meeting Minutes

Trustee Philip Dur made a motion to approve the Consent Agenda as presented. Trustee Frank Martin seconded the motion; a vote was taken, and the motion passed unanimously.

VII. Performance Based Funding BOT Choice Metric

President Avent stated based on the discussion held the Academic and Student Affairs meeting, "percent of incoming distinguished FTIC students" is the metric he recommends. It is consistent with the University's mission and is one the institution can improve on every year. Trustee Adrienne Perry asked if this metric conflicts with the goal of attracting minority students. President Avent stated the University has a program in place that will allow both goals to be achieved. Provost Terry Parker shared the institution has 29% of students who receive Pell grants, and that there will be plenty of opportunity to meet the diversity targets that are important to Florida Poly.

Trustee Philip Dur made a motion to approve the "percent of incoming distinguished First Time in College (FTIC) students" as the Board of Trustees Choice Metric for Performance Based Funding. Trustee Cliff Otto seconded the motion; a vote was taken, and the motion passed with all trustees approving the metric except for Trustee Victoria Astley.

VIII. Committee Reports

A. Executive Committee Report

Chair Don Wilson reported the Florida Polytechnic University Executive Committee met on August 12, 2019 and considered two items:

The Board of Governors reviewed the University's Accountability Plan at its June meeting. They did not accept the report at that time and asked that the University revise the plan to address their concerns

and bring it back for their review after getting the Board of Trustees to approve the changes. Chair Wilson acknowledged the work of Provost Parker and his team in revising the Accountability Plan which was approved by the Executive Committee on August 12, then approved by the Board of Governors on August 28.

Chair Wilson stated the amendment to the Collective Bargaining Agreement (CBA) was also approved by the Executive Committee on August 12.

Vice Chair Cliff Otto commended the work of President Avent, Provost Parker, and staff who revised the Accountability Report over the summer, noting the report was well received by the Board of Governors.

Of note to trustees: following each Executive Committee meeting, minutes will be sent to all members of the Board of Trustees for their review.

B. Governance Committee Report

Committee Chair Philip Dur stated the Committee was provided with documentation memorializing President Avent's requested waiver of the 3.5% increase in his base salary.

The Committee also reviewed the existing process for the evaluation of the President and recommends some revisions to the timeline and process in order to have the evaluation process completed when the Board addresses the renewal of the President's Employment Agreement.

The Committee recommended the Board approve the proposed process and timeline as stated in the Governance Committee and Board agenda items. Trustee Gary Wendt seconded the motion; a vote was taken, and the motion passed unanimously.

Additionally, the Committee reviewed a draft of the evaluation instrument for the 2019-20 evaluation of the President. The Committee will continue to discuss the topic and will bring recommendations to the full board at a future meeting.

Proposed changes to the Bylaws were reviewed and unanimously approved. The adoption of the Fourth Amended and Restated Bylaws was approved as part of the Consent Agenda.

C. Academic & Student Affairs Committee Report

Committee Chair Dick Hallion stated the Committee heard a detailed report from Provost Parker and they recommend the following:

The Committee recommended the Board approve the updated plan for the Applied Research Center (ARC). Trustee Frank Martin seconded the motion; a vote was taken, and the motion passed unanimously.

The Committee recommended the Board approve the Textbook Affordability Report. Trustee Gary Wendt seconded the motion; a vote was taken, and the motion passed unanimously.

The Committee also recommends approval of Regulation FPU-2.005 Admission of International Students, which was approved in this meeting's Consent Agenda.

D. Finance & Facilities Committee Report

Committee Chair Frank Martin stated the Committee received the 4th Quarter Financial Review of the University's and the Foundation's financial results for the quarter ended June 30, 2019. Additionally, there are several items that require action by the Board:

The Committee recommended the Board approve the University resources in the amount of \$188,467.50 used by the Foundation for 2018-2019. Trustee Cliff Otto seconded the motion; a vote was taken, and the motion passed unanimously.

The Committee recommended the Board approve the amended Carry Forward and Fixed Capital Outlay budgets. Trustee Gary Wendt seconded the motion; a vote was taken, and the motion passed unanimously.

The Committee reviewed and recommended approval of two new contracts over \$500,000:

The Committee recommended the Board approve the Skanska construction management contract and the Guaranteed Maximum Price (GMP) construction proposal for the Applied Research Center (ARC) in the amount of \$8.2M. Trustee Gary Wendt seconded the motion; a vote was taken, and the motion passed unanimously.

The Committee recommended the Board approve the Compass Group, USA, Inc (Chartwells) contract in the amount of \$7.2M. Trustee Dick Hallion seconded the motion; a vote was taken, and the motion passed unanimously.

E. Strategic Planning Committee Report

Committee Chair Mark Bostick stated his committee has two items to bring to the Board for approval:

The Committee reviewed a request to approve a resolution that would authorize the University to partner with a Research and Development Authority that may be established by the Polk County Board of Commissioners. The Authority would serve as the entity that would lead development of a research park on land around Florida Poly. After creation by the Board of County Commissioners, approval would be sought from the Board of Governors to finalize the establishment of the Research Development Authority.

The Committee recommended approval of the resolution that would authorize the University to partner with a Research Development Authority created by the Polk County Board of Commissioners. Trustee Bob Stork seconded the motion; a vote was taken, and the motion passed unanimously.

The Committee also reviewed the 2019 Equity Report which gives a snapshot of the diversity on campus among the students, faculty and staff. The report is required by Board of Governors regulation and is compiled in a system-wide view of diversity within Florida's public universities. The committee discussed some of the challenges that the institution faces and the need to continue working to have a diverse campus.

The Committee recommended approval of the 2019 Equity Report. Trustee Adrienne Perry seconded the motion; a vote was taken, and the motion passed unanimously.

F. Audit & Compliance Committee Report

Committee Chair Gary Wendt stated the Committee heard an update on Audit and Compliance activities, and has three items to bring to the Board for approval:

The Chief Compliance Office (CCO) presented the Annual Report summarizing both University audit and compliance activities for the 2018-19 fiscal year.

The Committee recommended approval of University Audit and Compliance Annual Report FYE 6/30/19. Trustee Adrienne Perry seconded the motion; a vote was taken, and the motion passed unanimously.

The Chief Audit Executive (CAE) presented the annual risk assessment and activity plan outlining his proposed work which will focus on five items.

The Committee recommended approval of University Audit Risk Assessment/Activity Plan FYE 6/30/20. Trustee Dick Hallion seconded the motion; a vote was taken, and the motion passed unanimously.

The Chief Audit Executive (CAE) presented the audit of Americans with Disability Act (ADA) and Office of Disability Services (ODS) audit which included five audit observations. None of the observations were deemed to be high risk and follow-up will be performed to ensure that appropriate corrective action was taken with respect to the five audit observations.

The Committee recommended approval of UAC Report 2020-02: Audit of Americans with Disability Act and Office of Disability Services. Trustee Philip Dur seconded the motion; a vote was taken, and the motion passed unanimously.

Committee Chair Wendt shared that the Board of Governors hired Crowe, LLP, to perform an independent assessment of controls at each of the 12 state universities. Additionally, Committee Chair Wendt stated he will work on a process for trustees to obtain answers and information regarding critical legal items that are presented to them by University staff.

IX. Board of Trustees Meeting Calendar

Chair Wilson reviewed the Board of Trustees meeting calendar, which now includes meeting dates for 2021. The next Board meeting will be held on December 11, 2019.

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

X. Board of Governors' Meetings

Chair Wilson reviewed upcoming Board of Governors' meetings and encouraged trustees to attend, particularly the Trustee Summit on October 29, 2019, in Gainesville, FL.

XI. Faculty Presentation

Dr. Arman Sargolzaei, Assistant Professor, Electrical Engineering, stated he is proud to work at Florida Poly and enjoys the fast-paced work in his department. He shared his proposal to research safety and security in autonomous vehicles, which has just received funding from the National Science Foundation (NSF).

XII. Student Presentation

James Holland, senior undergraduate student at Florida Poly, gave a presentation on the impact of research on his life as well as his research work with Dr. Sargolzaei on autonomous vehicles.

XII. Economic Impact Study

Mr. Rick Harper from Economic Consulting Services, Inc., shared his findings on the economic impact of Florida Polytechnic University. He explained the job market, tax revenues, job growth prospects, return on investment metrics, occupations in the institution's core market, and how he sees the job market evolving in the future. The economic impact of the University is substantial. A final report will be released soon and will include a one-page summary.

XIV. Closing Remarks and Adjournment

Trustee Perry commended those who worked to make the 2019 spring Commencement successful. She recommends the University communicate the positive work of our faculty and students via audio-visual means while the audience is sitting and waiting for the ceremony to begin.

With no further comments, the meeting adjourned at 3:30 p.m.