

**FLORIDA POLYTECHNIC UNIVERSITY**

**BOARD OF TRUSTEES**

**MEETING MINUTES**

**Florida Polytechnic University**

**Circle B Bar Reserve**

**Lakeland, FL 33803**

**June 2, 2016 @ 11:00 AM**

**I. Call to Order and Roll Call**

Chair Mark Bostick called the Board of Trustees meeting to order at 11:21 a.m.

Maggie Mariucci called the roll: Chair Mark Bostick, Vice-Chair Frank Martin, Trustee Christina Drake, Trustee Philip Dur, Trustee Sandra Featherman, Trustee Richard Hallion, Trustee Veronica Perez-Herrera, Trustee Henry McCance, Trustee Cliff Otto, Trustee Bob Stork, and Trustee Don Wilson were present (Quorum).

Staff present: President Randy Avent, Gina DeJulio, Crystal Lauderdale, Maggie Mariucci, Rick Maxey, Mark Mroczkowski, Dr. Elhami Nasr, and Scott Rhodes were present.

**II. Public Comment**

There were no requests received for public comment.

**III. Approval of Minutes**

**Trustee Bob Stork made a motion to approve the Board of Trustees meeting minutes of March 16, 2016. Trustee Sandra Featherman seconded the motion; a vote was taken, and the motion passed unanimously.**

**IV. Chairman's Remarks**

Chairman Mark Bostick thanked Trustee Don Wilson for having the Board to his home and indicated a good time was had by all.

**V. President's Remarks**

President Avent also thanked Trustee Don Wilson for graciously opening his home to the Board for a wonderful dinner.

President Avent introduced three new trustees to the Board: Trustee Rear Admiral Philip Dur, Trustee Henry McCance, and Trustee Cliff Otto, and thanked each for agreeing to join the Board.

President Avent provided an update on hiring:

- Director of Strategic and Industry Partnerships
- Vice-President for Advancement
  - Down to two final candidates – A decision should be made next week and hopefully an offer will be made.
- Provost
  - There are three strong candidates who will be visiting the campus next week. A decision by the end of the week is hopeful, with an offer the following week.

Trustee Henry McCance asked on a scale of 1 to 10 what grade President Avent would give the search firm. President Avent stated the firm is very reputable and he has been very pleased with the results and would rate them 9 out of 10.

President Avent reported the faculty has petitioned to vote on whether or not to unionize. The University has worked with the United Faculty of Florida (UFF) on the definition of “unit”. It has been determined that “unit” is defined as full-time faculty (assistant, associate and full professors). Adjunct and visiting professors are not included in the unit. The Assistant Librarian and the Wellness Counselors are also in the unit.

President Avent stated the actual names of the faculty members eligible to vote will be defined by mid-August and the election will be held mid to late September.

President Avent reported Florida Poly has hired a firm specializing in labor law to help inform faculty on the pros and cons of unionizing. These discussions will begin in late August, as soon as faculty return.

Trustee Philip Dur asked if membership is obligatory. President Avent stated membership is voluntary. Trustee Don Wilson stated that although voluntary, the union will speak for all faculty.

Trustee Philip Dur inquired if there are certain areas where the union will have a voice and others where it will not. Additionally, Trustee Dur asked if tenure becomes a matter for negotiation. Trustee Don Wilson stated the union can negotiate whatever it wishes; however, the administration does not have to agree and there is no binding arbitration. President Avent stated if there happens to be a stand-off where the administration does not agree on an issue, then the issue goes before the Board of Trustees. Also, President Avent stated the union will have no right to strike.

Trustee Cliff Otto inquired regarding the duration of time the unionization vote is taking. President Avent stated that this involves a public union and therefore different rules apply. Also, Gina DeJulio, General Counsel, stated Florida Poly wanted to get full clarity regarding the make-up of the “unit”. Negotiations and hearings took place regarding who would be considered as part of the unit, when the vote would be taken to ensure that newly hired faculty would be allowed to participate in the vote, as well as provide time for the educational process to occur prior to the vote.

Trustee Sandra Featherman stated she believes faculty have more freedom and strength when not unionized.

**VI. SACSCOC Update**

Dr. Tom Dvorske, Director of Institutional Effectiveness, provided an accreditation update to the Board.

- In Fall 2015, Florida Poly's candidacy application was submitted to SACSCOC. The candidacy application consists of the University's compliance with 33 standards and principles of accreditation including core and federal requirements. It was determined Florida Poly would be a good candidate for accreditation.
- In March 2016, a site visit was held. The committee came to the campus, met with individuals and then submitted a report to their Board of Trustees based upon their findings. That Board will make a candidacy decision and inform Florida Poly of that decision on June 17.
- In the meantime, the University has been working on its Compliance Certification to demonstrate compliance with approximately 96 standards and principles for accreditation. An August 2016 deadline is in place for submitting the draft Compliance Certification to Dr. Mary Kirk, the University's accreditation representative, for review.
  - Internally, a great deal of work is being done to complete the Compliance Certification application. All academic programs are being reviewed/evaluated and all administrative units are completing unit reviews.
- Amendments will be made to the application based upon Dr. Kirk's review and recommendations.
- The Compliance Certification application will then be submitted to the Commission on Colleges in November 2016.
- A final site visit is tentatively scheduled for February 13, 2017.
- Dr. Belle Whelan, President of SACSCOC, will then determine if Florida Poly will be placed on the June 2017 agenda for candidacy approval.

**VII. Committee Reports**

***Finance and Facilities Committee***

Chair Frank Martin stated there are four action items being brought to the Board for approval.

- A. Approval of the Legislative Budget Request – Operating Budget and Capital Improvement Plan

**Based upon the report given by Rick Maxey, Chair Frank Martin presented a motion with full Committee approval to approve the 2017-2018 Legislative Budget Request for both the Operating Budget and Capital Improvement Plan. Trustee Dick Hallion seconded the motion; a vote was taken, and the motion passed unanimously.**

- B. 2016-2017 University Operating Budget

**Chair Frank Martin stated the Committee requested information regarding carry forward funds; however, presented a motion with full Committee approval to approve the 2016-2017 University Operating Budget. Trustee Henry McCance seconded the motion; a vote was taken, and the motion passed unanimously.**

C. Increase in Waiver Authority.

**Chair Frank Martin presented a motion with full Committee approval to approve an increase in the annual waiver authority from \$1.5M to \$2.4M. Trustee Philip Dur seconded the motion; a vote was taken, and the motion passed unanimously.**

D. Amend Campus Master Plan – Add English Language School Facilities

**Chair Frank Martin presented a motion with full Committee approval to approve the amendment of the Campus Master Plan to add English Language School facilities. Trustee Veronica Perez-Herrera seconded the motion; a vote was taken, and the motion passed unanimously.**

Chair Martin reported the following items came before the Finance and Facilities Committee by way of update:

- 2016-2017 Foundation Budget
  - Copy of budget requested
- Facilities Update
- Workday Implementation Update

***Governance Committee***

Chair Don Wilson stated the Governance Committee met and has a number of items to recommend to the full Board for approval.

A. President's Evaluation for 2015-2016

Chair Wilson reported that based upon the compilation of the members evaluations of the President, it was determined that in all categories the President either met or exceeded their expectations.

**Chair Don Wilson presented a motion with full Committee approval for the adoption of the compilation summary report of the President's evaluation for 2015-2016, to then be submitted to the Board of Governors. Trustee Sandra Featherman seconded the motion; a vote was taken, and the motion passed unanimously.**

B. President's Compensation for 2016-2017

Chair Don Wilson stated the President's contract provides for a 3.5% increase in base salary annually, with 20% of the base salary being performance based.

**Chair Don Wilson presented a motion with full Committee approval to recommend the President be granted a 3.5% increase in base salary and 20% of his annual base salary be given as a performance bonus. Trustee Sandra Featherman seconded the motion; a vote was taken, and the motion passed unanimously.**

C. President's Goals for 2016-2017

Chair Don Wilson stated the President's goals for 2016-2017 were presented to the Committee. These are the items on which the President's evaluation will be determined for the coming year.

**Chair Don Wilson made a motion with full Committee approval to adopt the President's goals for 2016-2017. Trustee Philip Dur seconded the motion; a vote was taken, and the motion passed unanimously.**

D. Removal of Members of the Board of Trustees Policy

Chair Don Wilson stated SACSCOC standard 3.2.5 requires that the governing board have a policy in place whereby members can be dismissed only for appropriate reasons and by a fair process.

**Chair Don Wilson made a motion with full Committee approval to adopt the Removal of Members of the Board of Trustees Policy. Trustee Henry McCance seconded the motion; a vote was taken, and the motion passed unanimously.**

E. Annual Certification of Compliance with the Code of Ethics for Public Officers

Chair Don Wilson reported the Board of Trustees must have a policy addressing conflicts of interest and indicate their understanding of and compliance with the policy by signing the appropriate form.

**Chair Don Wilson made a motion with full Committee approval to adopt the Certification of Compliance with the Code of Ethics for Public Officers form. Trustee Cliff Otto seconded the motion; a vote was taken, and the motion passed unanimously.**

F. President's Position Description

Chair Don Wilson reported that SACSCOC requires that a position description be on file for all positions at the University.

**Chair Don Wilson made a motion with full Committee approval to adopt the President's position description. Trustee Veronica Perez-Herrera seconded the motion; a vote was taken, and the motion passed unanimously.**

*Academic and Student Affairs Committee*

Chair Sandra Featherman stated the Committee reviewed one policy for approval which has been moved to the Consent Agenda. Additionally, updates were heard from the following:

- Provost
- Admissions
- Student Services
- Internships and Academic Success

Chair Featherman indicated the reports were very informative and provided for a very productive session.

***Strategic Planning Committee***

Chair Bob Stork stated Rick Maxey, Director of Government Relations, presented the 2016 Florida Poly University Work Plan.

**Chair Bob Stork made a motion with full Committee approval to approve the 2016 Florida Polytechnic University Work Plan. Trustee Philip Dur seconded the motion; a vote was taken, and the motion passed unanimously.**

Chair Stork also reported the Committee heard informative reports from President Avent on the following:

- Transportation Center
- Industry Partnerships

***Nominations Committee***

Chair Bob Stork reported the Nominations Committee met April 20, 2016 via teleconference.

Chair Stork opened the floor for any nominations for the positions of Board Chair and Vice-Chair.

**Having received no further nominations from the floor, Chair Bob Stork made a motion with full Committee approval to accept of the nomination of Trustee Frank Martin for Board Chair for the 2016-2018 term, and the nomination of Trustee Don Wilson for Board Vice-Chair for the same term. Trustee Sandra Featherman seconded the motion; a vote was taken, and the motion passed unanimously.**

Trustee Sandra Featherman stated how fortunate the Board has been to have Chair Bostick's leadership. Chair Bostick thanked everyone for their support during his term and stated it's amazing to see how far the University has come in such a short period of time.

***Consent Agenda***

Chair Mark Bostick stated policy FPU-2.007 – Foreign Exchange Visitor Insurance Requirements was heard by the Academics and Student Affairs Committee and is recommended for approval.

**Trustee Bob Stork made a motion to approve policy FPU-2.007 – Foreign Exchange Visitor Insurance Requirements. Trustee Philip Dur seconded the motion; a vote was taken, and the motion passed unanimously.**

VIII. Upcoming Meetings

Chair Mark Bostick stated a request has been made by Trustee Frank Martin to move the date of the next meeting to September 7, 2016 (rather than September 14, 2016).

**Trustee Don Wilson made a motion that the Board meeting schedule be changed to reflect a meeting of September 7, 2016 rather than September 14, 2016. Trustee Sandra Featherman seconded the motion; a vote was taken, and the motion passed unanimously.**

Chair Bostick encouraged the Board to attend any of the Board of Governors meetings if at all possible.

President Avent stated Florida Poly will be hosting the Board of Governors meeting on January 25-26, 2017.

Chair Mark Bostick thanked the Board for participating in the two day retreat/board meeting.

With no further business to discuss, the Board of Trustees meeting adjourned at 11:53 a.m.