

**FLORIDA POLYTECHNIC UNIVERSITY  
BOARD OF TRUSTEES  
MEETING**

**Florida Polytechnic University  
Admissions Center  
4700 Research Way  
Lakeland, FL 33805  
September 7, 2016 @ 4:15 p.m.**

I. Call to Order

Chair, Frank Martin, called the Board of Trustees meeting to order at 4:15 p.m.

II. Roll Call

Maggie Mariucci called the roll: Chair Frank Martin, Vice-Chair Don Wilson, Trustee Mark Bostick, 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 were present (Quorum).

Staff present: President Randy Avent, Kevin Aspegren, Gina DeJulio, Crystal Lauderdale, Maggie Mariucci, Rick Maxey, Dr. Kathryn Miller, Mark Mroczkowski, Dr. Elhami Nasr, Dr. Terry Parker, Scott Rhodes and Dr. Steve Warner were present.

III. Public Comment

There were no requests received for public comment.

IV. Approval of Minutes

**Trustee Philip Dur made a motion to approve the Board of Trustees meeting minutes of June 2, 2016. Trustee Henry McCance seconded the motion; a vote was taken, and the motion passed unanimously.**

V. Chairman's Remarks

Chair Frank Martin thanked Mark Bostick for his leadership and service during his two years as Board of Trustees Chair. Chair Martin noted among many accomplishments, four milestones were reached during Trustee Bostick's tenure:

1. The first students were enrolled at Florida Poly.
2. Florida Poly obtained candidacy for SACSCOC accreditation.
3. Florida Poly received the first installment of Legislative funding for the Applied Research Center.
4. Millions of dollars were raised for student scholarships.

Chair Martin stated a gift of appreciation will be presented to Trustee Bostick at the December 2016 Board of Trustees meeting.

Chair Martin thanked the Board on behalf of Vice-Chair Don Wilson and himself for entrusting the leadership of the Board to them for the next two years. Chair Martin stated they will continue to build on the success of the previous years because of the talent and commitment of the Board, and the desire to make Florida Poly a premiere institution not only state-wide, but nationally and globally. Chair Martin stated he and Vice Chair Wilson will make certain they are worthy of the trust placed in them.

Vice-Chair Don Wilson stated being on the Board is one of the most exciting things he has done in his career and expressed appreciation for the opportunity to serve the next two years in this capacity.

Chair Martin stated Maggie Mariucci handed out a document containing the trustee committee structure for the next two years and indicated there may be a few minor changes in the near future.

Chair Martin then addressed the planning for the Board in the following areas:

1. Planning

- a) Chair Martin requested that each committee develop a work plan for the next two years. This plan should lay out the committee's major goals, priorities, and identify the issues the committee plans to address that will lead to achieving those goals and priorities. Chair Martin stated the December 2016 meeting will be an ideal time for each committee to develop these plans.

2. Structure of Operations

- a) Chair Martin requested that each Committee Chair be responsible for developing the committee agenda. Chair Martin stated there will be a staff member assigned to each committee. Therefore, the Committee Chair and staff member will work collaboratively to develop the agenda and be responsible for ensuring all necessary topics are identified for the full involvement of each committee.

Chair Martin will work with President Avent in the development of the overall full Board agenda.

Chair Martin stated there will be some issues which will be a part of each Board meeting:

- i. Fiscal reports – Monitor and track on an on-going basis
- ii. Investments – After the adoption of an Investment Policy
- iii. Contracts – Items over a certain dollar amount (threshold to be determined)
- iv. Foundation Update
- v. Construction Progress Report
- vi. Student/faculty presentation at each Board meeting
- vii. Single issues of importance as needed

3. Improve Communication Between the Board and the Board of Governors

- a) Chair Martin stated that at the June 2016 Board of Governors meeting Florida Poly met with the Select Committee regarding the University's Work Plan.

- b) Chair Martin mentioned the need for close collaboration between the Board of Trustees and the Board of Governors.
- c) Chair Martin stated he will be contacting the Select Committee as well as Chancellor Criser to ensure there is open dialogue between the two Boards.

4. Other Items

- a) Chair Martin mentioned Florida Poly is completing its 10-year Campus Master Plan showing collaboration between the University and the community.
- b) Chair Martin stated the Workday ERP system is nearing final implementation which will allow Florida Poly to be more effective and efficient, and thanked all the staff involved with the implementation process.
- c) Chair Martin mentioned President Avent has completed the hiring of key personnel, setting the course and a new direction in making Florida Poly competitive.

Chair Martin summarized by stating the need for transparency in all aspects of the Board and vetting all necessary items through the appropriate channels. Chair Martin stated that the Board is in place for the students, to assist them as they embark on their academic careers and obtain high-paying jobs upon graduation.

Chair Martin mentioned that each year the Board of Governors hosts a Trustee Summit. This year's summit will be held at Florida Atlantic University (Boca Raton, FL) on November 2, 2016. Chair Martin stated the Board of Governors encourages each university have a high level of participation.

Trustee Sandra Featherman requested the Chair provide a list of the items required of the Committee Chairs.

VI. President's Remarks

President Avent stated he has recently been reminding the faculty and staff to take stock in how far the University has come and the accomplishments achieved. President Avent mentioned starting a new university from the ground up while applying for accreditation as well as implementing a new ERP system, all on low staff, has been a herculean task.

President Avent indicated the implementation of Workday is almost complete and is slated for full implementation October 3, 2016.

President Avent also stated the first draft of the SACSCOC Compliance Certification application was submitted August 22, 2016, with the final application to be submitted in November 2016.

President Avent noted the University is on the cusp of achieving several major milestones and thereby transferring to a completely new phase. Since 2012, the focus has been on getting the doors open, reaching the required mandates, and building a new university. From this point forward, the focus will be on growing a new university, making improvements to what has already been done, and getting Florida Poly on track to becoming the type of university that is desired by everyone.

President Avent stated the aforementioned has all been accomplished while four key positions were open in the past year. President Avent reported the University has been very deliberate in

finding high quality staff to fill these vacancies. These positions have been filled by the following:

- **Executive Vice-President and Provost**

Dr. Terry Parker joined Florida Poly on September 6 and comes to the University from Colorado School of Mines where he served as Provost and assisted in growing that university to be the most selective university in the state of Colorado.

President Avent thanked Dr. Elhami Nasr for serving as the Interim Provost.

- **Vice-President of Advancement**

Kevin Aspegren joined Florida Poly on August 1 and comes to the University from the American University in Bulgaria where he served as President. Mr. Aspegren brings with him a wealth of experience in diverse areas which will help build the Development area.

President Avent thanked Cindy Alexander for accepting the position of Associate Vice-President of Advancement and assisting during the interim while the search for the right Vice President candidate took place.

- **Associate Vice-President of Entrepreneurship**

Dr. William Rhey joined Florida Poly on August 1 and comes to the University from Florida Southern College where he served as Dean of the Barney Barnett School of Business. Dr. Rhey has a wealth of experience in industry partnerships and has been a key figure in the Lakeland/Polk County area.

President Avent stated two additional positions will be filled in the area of entrepreneurship:

- General Jake Pumbo has been hired on a part-time basis to assist in building stronger relationships in the area of defense both inside and outside the state of Florida. The University is already in discussions with L3 Communications regarding a number of various projects.
- Entrepreneurship Coordinator (interviews taking place) – This individual will work directly with students regarding entrepreneurship, establish an Entrepreneurship Club, and help the students develop these processes.

President Avent stated the need for Florida Poly's students to excel in technology, industrial design, and entrepreneurship.

- **Director of Health Informatics**

President Avent reported an offer has been extended to Robert Steele who comes to Florida Poly from the Medical University of South Carolina where he serves as a full Professor.

President Avent stated an additional position has recently been posted for an individual to assist in the Government Relations department in Tallahassee. This person will work directly with advocacy with the Legislature.

President Avent mentioned that with the arrival of Kevin Aspegren in the Advancement Department, Kim Kennedy will be moving from supporting the Board of Trustees to supporting Kevin as well as the Foundation Board. The administrative function of the Board of Trustees will be filled by Maggie Mariucci and Kris Wharton out of the President's Office.

President Avent reported there are a number of important upcoming University events:

- October 14-16, 2016 – 2016 Family Weekend
- January 3, 2017 – Florida Poly's first commencement
- January 25-26, 2017 – Florida Poly hosts the Board of Governors meeting
- February 4, 2017 – PIVOT
- Week of February 14, 2017 – SACSCOC Accreditation Site Visit
- March 14, 2017 – Women in STEM

President Avent also noted a special announcement will be made September 26, 2016.

President Avent stated that on September 20, 2016, voting cards will be mailed to 50 in-unit faculty regarding the unionization vote for the UFF Union (United Faculty of Florida). The official announcement of the results will be made on October 11, 2016. Florida Poly has been working with a firm with labor attorneys to ensure the University's faculty make an informed decision regarding unionization.

At this point, the Board of Trustees meeting temporarily adjourned at 5:05 p.m. for purposes of holding the second public hearing on the 2015-2025 Campus Master Plan and Campus Master Plan meeting.

The Board of Trustees meeting reconvened at 5:13 p.m. at the conclusion of the Campus Master Plan meeting.

#### VII. Faculty/Student Presentation

Dr. Harish Chintakunta along with four students, Joseph Prine, Eric Vickers, Ezequiel Juarez G., and Paul Luckey, presented information regarding their SKANSKA Insite project and Biometrics Sleep Apnea Project. Each student participated in the presentation along with live demonstrations of their work and prototypes.

#### VIII. Accreditation Update

Dr. Tom Dvorske reported that Florida Poly achieved status as a candidacy institution from the SACSCOC effective June 16, 2016. Achieving candidacy authorizes the University to complete a Compliance Certification in anticipation of an Accreditation Committee visit.

Dr. Dvorske stated that on August 22, 2016, the University submitted a complete draft of the Compliance Certification to Dr. Mary Kirk, Vice-President of SACSCOC, and the University's staff member at the Commission. Dr. Kirk will review the document and provide comments for improvement. She will visit Florida Poly on November 16-17, 2016, as part of SACSCOC policy.

Dr. Dvorske stated the University's Accreditation Committee is scheduled to visit campus during the week of February 14, 2017.

Dr. Dvorske noted should the Board have questions prior to any of the scheduled visits, to submit them to Dr. Avent or Dr. Terry Parker.

Trustee Sandra Featherman commended Dr. Avent and the team for a job very well done.

Trustee Bob Stork requested the slides presented by Dr. Dvorske be added to the Board's packet.

IX. Committee Reports

*Finance and Facilities Committee*

A. Approval of the 2016-2017 University Foundation Operating Budget

**Based upon the report given by Kevin Aspegren and Loretta Sanders, Chair Bob Stork presented a motion with full Committee approval to approve the 2016-2017 University Foundation Operating Budget. A vote was taken and the motion passed unanimously.**

B. Approval of Naming Opportunity

Gina DeJulio reminded the Board of the disclosure form filed by Trustee Otto (attached) that was read to the Finance Committee earlier today when all the trustees were present whereby Trustee Otto disclosed that he is CEO of Saddle Creek Logistics.

**Based upon the information provided by Kevin Aspegren and Loretta Sanders, Chair Bob Stork presented a motion with the Committee's approval to name the Commons located in the Innovation, Science and Technology Building as the "Saddle Creek Logistics Commons". A vote was taken and the motion passed unanimously. Trustee Cliff Otto, CEO of Saddle Creek Logistics, abstained from the vote.**

Chair Bob Stork reported the Committee also heard updated information on the following:

- University Financial Results (three years financial trends and budget comparison)
- Carry Forward
- Workday
- The English Language School
- Facilities and Campus Design Standards

*Governance Committee*

Chair Richard Hallion reported the Committee approved four policies that will be voted upon through the Consent Agenda.

A. Approval of Government Relations Plan

**Chair Richard Hallion presented a motion with full Committee approval to approve the Government Relations Plan as presented by Rick Maxey and Jessica Throckmorton. A vote was taken and the motion passed unanimously.**

*Academic and Student Affairs*

- A. Approval of Academic Calendar Amendment – Graduation

**Chair Sandra Featherman presented a motion with full Committee approval to approve the amendment to the 2016-2017 academic calendar to include graduation. A vote was taken and the motion passed unanimously.**

- B. Approval of 2018-2019 Academic Calendar

**Chair Sandra Featherman presented a motion with full Committee approval to approve the 2018-2019 academic calendar. A vote was taken and the motion passed unanimously.**

*Audit and Compliance Committee*

- A. Approval of Internal Audit Report Goals and Objectives

**Chair Cliff Otto presented a motion with full Committee approval to approve the Internal Audit Report Goals and Objectives as presented by Mark Mroczkowski. A vote was taken and the motion passed unanimously.**

Chair Cliff Otto reported the Committee also heard a Regulatory Report presented by Mark Mroczkowski.

*Strategic Planning Committee*

- A. Approval of the 2016 Florida Polytechnic University Revised Work Plan

**Chair Don Wilson presented a motion with full Committee approval to approve the 2016 Florida Polytechnic University Revised Work Plan as presented by Kevin Calkins. A vote was taken and the motion passed unanimously.**

- B. Approval of the 2015-2016 Florida Equity Report

**Chair Don Wilson presented a motion with full Committee approval to approve the 2015-2016 Florida Equity Report as presented by Kevin Calkins. A vote was taken and the motion passed unanimously.**

- C. Approval of the 2015-2016 FIPR Institute Annual Report

**Chair Don Wilson presented a motion with full Committee approval to approve the 2015-2016 FIPR Institute Annual Report as presented by Dr. Brian Birky. A vote was taken and the motion passed unanimously.**

Chair Don Wilson reported the Committee also heard a Marketing and Communications update from Crystal Lauderdale.

***Consent Agenda***

- A. Approval of FPU-6.004 – Annual Leave (Amendment)
- B. Approval of FPU-6.005 – Sick Leave (Amendment)
- C. Approval of FPU-6.003 – Hours of Work and Overtime (Amendment)
- D. Approval of FPU-1.014 – Animals on University Property

**Chair Frank Martin stated the aforementioned four policies were heard and unanimously approved by the Governance Committee. These items were unanimously recommended to the Board for approval. A vote was taken and the policies were unanimously approved.**

X. Upcoming Meetings

Chair Frank Martin stated the next Board of Trustees meeting will be held December 7, 2016.

Chair Martin stated he plans to attend all Board of Governors meetings and encouraged the Board to attend any of the meetings if at all possible.

Chair Frank Martin thanked the Board for participating in the day's meetings.

With no further business to discuss, the Board of Trustees meeting adjourned at 5:41 p.m.