

FLORIDA
POLYTECHNIC
UNIVERSITY
BOARD OF TRUSTEES
GOVERNANCE COMMITTEE MEETING

Thursday, June 8, 2017
8:30 a.m. Eastern Standard Time

Florida Industrial & Phosphate Research Institute
1855 Main Street West
Bartow, Florida 33830

Dr. Richard Hallion, Chair
Mark Bostick

Cliff Otto

Rear Admiral Philip Dur, Vice-Chair
Don Wilson

AGENDA

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| I. | Call to Order | Rear Admiral Philip Dur,
Vice-Chair |
| II. | Roll Call | Maggie Mariucci |
| III. | Public Comment | Rear Admiral Philip Dur,
Vice-Chair |
| IV. | Approval of Minutes | Rear Admiral Philip Dur,
Vice-Chair |
| | A. March 15, 2017 Minutes Pgs. 3-5
Action Required | |
| | B. May 19, 2017 Minutes Pgs. 6-8
Action Required | |
| V. | 2016-18 Governance Committee Work Plan Pgs. 9-10
Review | Rear Admiral Philip Dur,
Vice-Chair |
| VI. | Legislative Session Update Pgs. 11-14 | Kathy Mizereck |
| VII. | Review of the Policy of the Annual Review of the President
Action Required Pgs. 15-19 | Rear Admiral Philip Dur,
Vice-Chair |
| VIII. | Review of the President's Goals for 2017-18 Pgs. 20-22
Action Required | Rear Admiral Philip Dur,
Vice-Chair |
| IX. | University President Delegation of Authority Pgs. 23-32
Discussion | Frank Martin, Board Chair |

X. Closing Remarks and Adjournment

**Rear Admiral Philip Dur,
Vice-Chair**

**FLORIDA POLYTECHNIC UNIVERSITY
BOARD OF TRUSTEES
GOVERNANCE COMMITTEE
MEETING MINUTES
Florida Polytechnic University Admissions Building
4700 Research Way
Lakeland, FL 33805
March 15, 2017 @ 8:30 AM**

I. Call to Order and Roll Call

Committee Chair, Richard Hallion, called the Governance Committee meeting to order at 8:30am.

Maggie Mariucci called the roll: Chair Dick Hallion, Vice Chair Philip Dur, Trustee Mark Bostick, Trustee Cliff Otto, and Trustee Don Wilson were present (Quorum).

Other trustees present: Trustee Christina Drake, Trustee Sandra Featherman, Trustee Veronica Perez-Herrera, Trustee Frank Martin, Trustee Henry McCance and Trustee Bob Stork.

Staff present: President Dr. Randy Avent, Mr. Kevin Aspegren, Ms. Gina DeJulio, Mrs. Maggie Mariucci, Mr. Rick Maxey, Mr. Mark Mroczkowski, Dr. Terry Parker, and Dr. Bill Rhey.

II. Public Comment

There were no requests received for public comment.

III. Approval of Minutes

Trustee Cliff Otto made a motion to approve the Governance Committee meeting minutes of February 23, 2017. Trustee Philip Dur seconded the motion. A vote was taken, and the motion passed unanimously.

IV. 2016-2018 Governance Committee Work Plan Review

Chair Richard Hallion presented the updated 2016-2018 Governance Committee Work Plan to the Committee. The suggested recommendations from the December 7 meeting have been added to the Work Plan, which instills a training and evaluation process for Trustees. Chair Hallion opened up for comments or suggestions, and none were given by the Committee.

V. President's Evaluation Update

Ms. Gina DeJulio provided an update on the President's evaluation process:

Dr. Sally Mason has been hired to assist as the lead consultant in President Randy Avent's comprehensive review. Dr. Mason made her first visit to Florida Poly on March 6 and 7 and spent

several hours with President Avent as he shared about the history of the University, his accomplishments and past challenges, and his vision for the future. Dr. Mason also conducted over 12 individual preliminary interviews with Trustees and senior staff members. The primary purpose of the initial visit was for Dr. Mason to familiarize herself with the institution and prepare for the full-scale, comprehensive review.

Dr. Mason will return to campus April 10 through 14 to conduct 40 to 60 interviews for the comprehensive review. Dr. Mason will be interviewing all Trustees, senior staff, select faculty, students, other staff, and a variety of external constituents. The interviews, as well as Dr. Mason's notes from her previous visit, will inform the report to the Board's governing committee later this spring.

VI. University Delegation of Authority Discussion

Trustee Frank Martin asked the Governance Committee to carefully review the Delegation Best Practices document, provided by the Board of Governors, to determine whether changes need to be made to the University's current delegation of authority. After the Committee closely reviews and discusses the current delegation, the Committee will report to the Full Board in a subsequent meeting. While there may not be a need for any changes, Trustee Martin does ask the Committee to closely review the current delegation against the Best Practices document provided by the Board of Governors.

Some comments were given by the Committee regarding the University delegation of authority, and discussion occurred regarding whether the University will be adopting a single regulation or if the delegation will be spread out through all regulations.

Ms. DeJulio explained that the University currently has several methods for delegating authority depending upon whether the delegation is permanent or if it is adopted under certain terms. Ms. DeJulio clarified that the Committee will review the resolution and compare it to what the guidelines say what the delegation of authority to the President should be. Specifically, the Committee will look into the delegation of authority on the purchase of goods and services. When the President then further delegates that authority, it is either in a delegation of authority memorandum, or it is per policy where the title of the position that permanently holds that delegation is stated via policy or regulation. The University currently has a chart showing to whom authority has been delegated.

Trustee Martin stated that the Governance Committee will use the University delegation of authority chart and supporting documents as they meet to review and discuss the Delegation Best Practices and the current delegation of authority.

VII. Board Management Software Update

Mrs. Maggie Mariucci announced that after comparing several different board portal software companies over the last three months, the University has decided to go with Diligent as the official board portal software for the Board of Trustees. The Diligent board portal will provide digital access to the most up-to-date meeting materials and will help streamline meetings and the administrative process. Diligent is an iPad compatible system and can be used on any electronic device (iPad, tablet, computer, laptop, or smartphone).

Mrs. Mariucci explained that administration is currently working on the implementation process; more information, including board portal training, will be provided at the June meeting.

VIII. FPU-1.014 Animals on University Property- Amendment

Ms. Gina DeIulio stated that the amendment to FPU-1.014 Animals on University Property includes miniature horses as an additional service animal that may be used to assist an individual with a disability while on University property. Ms. DeIulio clarified that the Florida Statutes define “service animal” as either a dog or miniature horse.

Trustee Cliff Otto motioned to recommend approval of the FPU-1.014 Animals on University Property amendment to the Board. Trustee Philip Dur seconded the motion. A vote was taken, and the decision passed unanimously

IX. Closing Remarks and Adjournment

With no further comments, the Governance Committee meeting adjourned at 8:55am.

DRAFT

**FLORIDA POLYTECHNIC UNIVERSITY
BOARD OF TRUSTEES
GOVERNANCE COMMITTEE
MEETING MINUTES
Florida Polytechnic University Tele-Conference
May 19, 2017 @ 1:00 PM**

I. Call to Order

Committee Chair Richard Hallion called the Governance Committee meeting to order at 1:02 p.m.

II. Roll Call

Maggie Mariucci called the roll: Chair Dick Hallion, Vice Chair Philip Dur, Trustee Mark Bostick, and Trustee Don Wilson were present (Quorum).

Other trustees present: Trustee Frank Martin, Trustee Jacob Livingston.

Staff present: President Dr. Randy Avent, Ms. Gina DeJulio, and Mrs. Maggie Mariucci.

Others present: Dr. Sally Mason.

III. Public Comment

There were no requests received for public comment.

IV. Comprehensive Review of the President

Dr. Sally Mason reviewed her process for completing President Randy Avent's comprehensive review. The process included two on-campus visits and in-person or telephone interviews with sixty-two individuals.

Dr. Mason reported the overall climate at Florida Poly as one that includes a high-functioning, well-led and cohesive governing board, a well-liked and respected President and tremendous enthusiasm by people both internal and external to the University.

She stated that it is incumbent upon the President to focus less on day-to-day operations and shift to a higher level of oversight, visioning and friend/fund raising.

Dr. Mason gave six specific recommendations:

1. Establish a mentor or executive coach (e.g. a seasoned former university president) who can serve as a resource to President Avent and help him grow in his role.

2. Encourage the President to participate in seminars and conferences devoted to fundraising at the presidential level.
3. Engage in a retreat for Trustees, the President and his senior staff to discuss the campus-wide strategic plan.
4. Trustees should think strategically about advocacy and their role going forward. The Board and President should work together to prepare the institution for a new level of accountability and ensure that appropriate metrics are in place for positioning Florida Poly as strongly as possible.
5. Establish best practices for improving and enhancing diversity. Dr. Mason recommended researching other universities and inviting experts to campus to get recommendations on approaches.
6. Encourage the President to become more involved in and seek leadership in national organizations that position the University within higher education both nationally and internationally.

Trustee Dur inquired as to a resource for obtaining an executive coach for President Avent. Dr. Mason suggested that the Board contact Dr. Merrill Schwartz at AGB who can assist with recommendations.

Committee members commended Dr. Mason for her work on the President's review.

Board Chair Frank Martin reported on his meeting with Board of Governors Chair, Mr. Tom Kuntz. After reviewing Dr. Mason's report, Chair Kuntz remarked that in light of how young the University is and how far it has come in a short period of time, President Avent has done great job of focusing on Florida Poly's mission and commended the President for his efforts. Chair Kuntz remarked on issues with last year's Workplan but felt that Florida Poly is on track for this year's Workplan. The only legislative mandate that has not been completed is receiving accreditation, and we await the June decision from SACSCOC.

Trustee Philip Dur motioned to accept the President's Comprehensive Review Report and Chair Kuntz' remarks as the annual evaluation of the President for this past year and to recommend forwarding the report to the Board. Trustee Don Wilson seconded the motion. A vote was taken, and the decision passed unanimously.

Regarding strategic plan goals, Dr. Mason recommends that President Avent focus less on quantitative goals and expand to larger, more qualitative goals.

Dr. Mason advised that going forward, the next time a comprehensive review is done, she recommended that a faculty, staff and student survey be administered to the campus prior to consultant's review. The President's annual review should continue to be between the Board and the President.

V. The President's Compensation Adjustments

Ms. Gina DeJulio recommended that the Committee review the President's compensation in two parts: 1. adjustment to base salary, which cannot be less than 3 ½ percent, and 2. a performance compensation bonus of up to 20% of the President's annual base salary. Should the University achieve accreditation, the President will receive an additional \$50,000 bonus upon receipt of the decision.

Trustee Philip Dur motioned to recommend a 3 ½ percent increase to President Avent's base salary. Trustee Don Wilson seconded the motion. A vote was taken, and the decision passed unanimously.

Trustee Mark Bostick motioned to recommend a performance compensation bonus of 20% for President Avent. Trustee Don Wilson seconded the motion. A vote was taken, and the decision passed unanimously.

VI. University President Delegation of Authority Discussion

Chair Frank Martin reviewed a request of the Board of Governors asking that all state universities complete an analysis of their institutions' delegations of authority. This is to ensure that there is appropriate oversight of the university by the Board of Trustees. A deeper discussion on this topic will occur at the Governance Committee meeting scheduled for June 8.

Chair Martin gave an overview of the documents in the Committee packet that pertain to delegation of authority. President Avent also sent an email with further information on the BOG's best practices for presidents' responsibilities and duties. A copy of the University of Florida's Governance Enhancement Standards is included as an example for review.

Chair Martin asked for the Governance Committee to review this information and give a report on their findings at the next Committee meeting on June 8. Florida Poly will give a report on its progress to the BOG at the BOG's June meeting.

Brief discussion occurred regarding thresholds in delegation and how they compare to the overall budget. Chair Hallion requested President Avent provide recommendations on reasonable threshold amounts to the Committee for consideration.

Trustee Wilson requested that any new contracts over the designated threshold that were not already included in the annual approved budget be reported to the Board.

VII. Closing Remarks and Adjournment

Board Chair Martin strongly encouraged committee members to attend the annual BOG Trustee Summit which will take place November 8-9 at the University of Central Florida (UCF) in Orlando. The BOG requests that Trustees identify one or two items for a break out session and develop an action plan. The deadline to share these items with the BOG is June 9. Chair Martin will send additional information via email next week and further discussion will occur at the June 8 Board meeting.

With no further comments, the Governance Committee meeting adjourned at 2:13 p.m.

AGENDA ITEM: V

**Florida Polytechnic University
Governance Committee
Board of Trustees
June 8, 2017**

Subject: 2016-2018 Governance Committee Work Plan Review

Proposed Committee Action

No action required- Information only.

Background Information

At the December 7, 2016, Governance Committee meeting, the committee reviewed and voted on the committee work plan. The work plan has been updated to include their recommendations, if any.

Supporting Documentation:

2016-2018 Revised Governance Committee Work Plan

Prepared by: Gina DeLulio, Vice President and General Counsel

Florida Polytechnic University
Governance Committee
Work Plan 2016-2018

¹Pre-March Meeting 2017	March 15, 2017	³May 2017 – conference call	June 7-8, 2017
<ul style="list-style-type: none"> • Discussion of process for President’s 360 degree evaluation 	<ul style="list-style-type: none"> • President’s delegation of authority discussion 	<ul style="list-style-type: none"> • Discuss consultant’s report on President’s 360 degree evaluation 	<ul style="list-style-type: none"> • President’s proposed goals for 2017-2018 • President’s 2016-2017 evaluation outcome and compensation • Revise Board’s policy on annual review of the President • Revise evaluation instrument to be used for president’s 2017-2018 annual evaluation • BoT Self-evaluation discussion • President’s delegation of authority continued discussion
September 13, 2017	December 6, 2017	²March 14, 2018	³May 2018 – conference call
<ul style="list-style-type: none"> • 2018 Government Relations Plan • Review and revise the Florida Polytechnic University Board of Trustees Bylaws • Review and revise BOT resolution: <i>Powers and Duties of the President</i> to conform to BOG guidelines 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Discuss President’s self-evaluation and proposed goals
²June 6-7, 2018	²September 12, 2018	²December 5, 2018	
<ul style="list-style-type: none"> • Make recommendations to Board on President’s proposed goals for 2017-2018, President’s 2016-2017 evaluation outcome and compensation 	<ul style="list-style-type: none"> • 2019 Government Relations Plan 	<ul style="list-style-type: none"> • 	
¹ Meeting will be held if needed ² Tentative until approved by the Board of Trustees ³ Exact date to be determined			

AGENDA ITEM: VI

**Florida Polytechnic University
Governance Committee
Board of Trustees
June 8, 2017**

Subject: Legislative Session Update

Proposed Committee Action

No action required- Information only.

Background Information

The 2017 Florida legislative session began on March 7, 2017 and concluded on May 8, 2017. Kathy Mizereck, Assistant Vice President for Government Relations, will present a summary of the budget and policy issues from the 2017 session.

Supporting Documentation:
2017 Legislative Session Update

Prepared by: Kathy Mizereck, Assistant Vice President of Government Relations

2017 Florida Polytechnic University LEGISLATIVE SESSION UPDATE*

TRUSTEES

The Florida Senate confirmed six trustees appointed or reappointed to the Board of Trustees.

Trustee	City	End of Term
Bostick, Mark	Lake Wales	06/30/2020
Otto, Clifford K.	Lakeland	06/30/2019
McCance, Henry F.	Lake Wales	06/30/2020
Martin, Frank T.	Clermont	07/15/2020
Featherman, Sandra	Highland Beach	07/15/2020
Dur, Philip A.	Destin	06/30/2020

BUDGET ISSUES

Appropriations of Operating Funds

Amount	Operating Revenue
\$36,322,098	Education & General 1. Includes \$4.8 million for faculty hiring (Requested \$6.6 million) 2. Includes \$660,093 for World Class Scholars (faculty hiring – SUS initiative)
\$5,119,562	FIPR Institute from the Phosphate Trust Fund
\$243,148	Lottery – Education Enhancement Trust Fund
\$50,000	Need-based Financial Aid
\$6,545,693	Tuition & Fees Authority (funds are collected from students)
\$250,000	Reduced Visibility Research (continuation of funding)
\$0	Institute for Technology Entrepreneurship (Requested \$5 million)
\$0	Summer Engineering Program for Underrepresented Youth (Requested \$250,000)

Historical Appropriations to Florida Polytechnic University

	E&G	Lottery	Tuition & Fees	Other Trust Funds	Total Approp.	\$ Change	% Change
2012-13	\$22,093,995	\$367,509	\$6,028,073	\$5,022,319	\$33,511,896		
2013-14	\$28,365,875	\$367,509	\$0	\$5,055,878	\$33,789,262	\$277,366	0.8%
2014-15	\$30,269,297	\$456,560	\$2,282,449	\$5,075,347	\$38,083,653	\$4,294,391	12.7%
2015-16	\$30,573,097	\$260,033	\$5,228,134	\$5,071,736	\$41,133,000	\$3,049,347	8.0%
2016-17	¹ \$34,646,866	\$292,702	\$6,545,693	\$5,071,736	\$46,556,997	\$5,423,997	13.2%
2017-18	² \$36,322,098	\$243,148	\$6,545,693	\$5,119,562	\$48,230,501	\$1,673,504	3.6%

¹Includes \$4.0 million in nonrecurring funds

²Includes \$0.0 dollars in nonrecurring funds

2017 Public Education Capital Outlay (PECO)	
¹ \$2,000,000	Applied Research Center (Requested \$25 million)

¹Total funding to date is \$12,000,000 (including \$5 M university match) with approximately \$26 million remaining to be funded.

Other Budget Issues that could impact Florida Polytechnic University	
\$150,000	FHP Academy relocation to Polk County- This is a feasibility study that will be conducted by the USF Center for Urban Transportation Research, using funds from DHSMV. It could have a positive impact on Florida Poly.
	Increases to student financial aid- FSAG need-based; Bright Futures Academic Scholars; First Generation Matching Grants Program; Benacquisto Scholars Program expansion to out of state student; creation of Florida Farmworkers Scholarships.

POLICY ISSUES – DIRECT IMPACT

1. Senate Bill 2502 – Budget Implementing Bill

- Extends the date by which Florida Poly must meet statutory requirements to December 31, 2017

2. Senate Bill 374 - Higher Education Budget Conforming Bill

- Requires each BOT to develop a block tuition and fee policy and submit to BOG by October 1, 2017 for implementation in fall 2018 with at least incoming freshmen
- Establishes a 4-year graduation rate metric for Performance Based Funding (instead of 6-year rate)
- Restricts the use of state funds by Direct Support Organizations
- Increases financial aid, including increases to FSAG to cover more students; summer funding and 100% of tuition and fees, plus a \$300 book stipend for Florida Academic Scholars; state-to-private match of 2:1 for the First Generation Matching Grant Program; expands the Benacquisto Scholarship Program to out-of-state students; and creating the Florida Farmworker Student Scholarship Program

OTHER POLICY ISSUES

1. House Bill 859 - State Authorization Reciprocity Agreement (SARA)

- Authorizes Florida to participate in the State Authorization Reciprocity Agreement (SARA), a voluntary agreement between states to establish comparable national standards for interstate offerings of postsecondary distance-education courses and programs
- Participation is voluntary for each state

2. House Bill 501 – Relating to Public Records/Information Technology

- Creates an exemption from public record and public meeting requirements for information relating to IT risk assessments and evaluation of system security strengths and weaknesses held by a university

3. House Bill 1079 – Relating to Public Records/Campus Emergency Response

- Creates an exemption from public record and public meeting requirements for information associated with a campus emergency response of a public postsecondary educational institution

4. Senate Bill 396 – Relating to Student Loan Debt

- Requires a postsecondary education institution that disburses state financial aid to provide up-to-date information annually to each student receiving student loans, including loan amounts, total potential repayment, monthly loan repayment and percentage of borrowing limit reached

5. House Bill 7069 – Best and Brightest Teachers and Principals

- Includes a requirement that all students entering a university beginning in the 2018-19 school year must demonstrate proficiency in civics by either passing a test or passing a course

6. House Bill 207 – Relating to Agency Inspectors General

- Prohibits a state agency that enters into an employment agreement, or renewal or renegotiation of an existing contract or employment agreement, with an inspector general or deputy inspector general, from offering a bonus on work performance

7. Senate Bill 80 – Public records fees

- Requires a court to award attorney’s fees and enforcement costs in actions to enforce public records laws if the court determines that an agency unlawfully refused access and the plaintiff provided written notice at least five business days before filing the action

BILLS THAT DID NOT PASS

1. Senate Bill 622- Relating to Concealed Weapons or Firearms

- Allowed a concealed weapons licensee to carry a concealed weapon on university property

2. Senate Bill 104- Relating to Computer Coding Instruction

- Promoted student access to education in computer science and related fields by requiring state universities to accept coding as foreign language credit for admission purposes

AGENDA ITEM: VII

**Florida Polytechnic University
Governance Committee
Board of Trustees
June 8, 2017**

Subject: Review of Policy on Annual Review of the President

Proposed Board Action

Review the BOT's **Policy on Annual Review of the President** to determine if any changes are warranted, and if so, to make recommendation to the full Board.

Background Information

The BOT Policy on Annual Review of the President was adopted by the Board on June 3, 2015 and has been used to conduct two annual reviews in addition to this year's comprehensive review. It is appropriate for the Committee to review the policy and make recommendations on revisions to the full Board.

Dr. Sally Mason, the consultant who conducted the comprehensive review of the President, reviewed the policy and on May 19, 2017 in discussions with the Committee, recommended that the comprehensive review process in the future, that there be a survey issued to faculty staff and students for input into the process.

Supporting Documentation:

BOT Policy on Annual Review of the President

Prepared by: Gina DeIulio, General Counsel

Florida Polytechnic University Board of Trustees Policy on Annual Review of the President

This policy supplements Florida Board of Governors (“BOG”) regulations and provides guidelines for conducting the annual review and assessment of the President’s performance, goals, and compensation by the Board of Trustees (“Board”). This policy outlines the purposes and details the process by which the President’s performance, goals and compensation shall be reviewed by the Board on an annual basis. In addition, a comprehensive review of the President’s performance and compensation shall normally occur at three-year intervals with the first comprehensive review being conducted toward the latter part of the President’s third year of employment with the University.

Principles

The Board believes six principles should guide and inform the review of the President’s performance:

1. The review should derive from explicit values of the University and from the University’s strategic plan, work plan and accountability report and the BOG’s Strategic Plan.
2. The review process should set specific annual goals for the President.
3. Reviewing the President’s performance is a non-delegable responsibility of the Board. While other viewpoints may be considered by the Board, specifically those of faculty, the Board must take direct responsibility for the review.
4. The review process should be a reciprocal process that includes a self-evaluation from the President.
5. The review should focus on how well the President advances the major institutional objectives of the University.
6. A formal review should be conducted annually, immediately following the academic year. A comprehensive review should occur at three-year intervals. Informal evaluations should occur frequently, in the form of informal conversations between the President and the Board Chair.

Annual Review

Purpose

The purpose of the annual review process is to enable the President to strengthen his or her performance, to enable the President and the Board to set mutually agreeable goals, and to

inform the Board's decisions on compensation adjustments and other terms of the President's employment.

Responsibility

The Board is responsible for assessing the President's performance, goals and compensation. The Board's Governance Committee, as its members shall mutually decide and within the parameters of this policy, is delegated the responsibility for organizing and conducting the annual review process with the President and making recommendations related to the outcome of the annual review, the annual goals and the President's compensation to the full Board.

Process

1. In April of each year, the President shall initiate the annual review process by preparing a self-evaluation that addresses higher level activities for the just concluded fiscal year. The President will submit his or her self-evaluation to the Board Chair and the Governance Committee by May 1 of each year. The self-evaluation format will remain the same year to year unless revised by the Committee in consultation with the President in the intervening period.
2. On or before June 1 of each fiscal year, the President will submit his or her proposed goals for the upcoming fiscal year to the Board Chair and the Governance Committee.
3. Once the President has submitted the self-evaluation and proposed goals to the Board Chair, the Board Chair shall provide copies of the same to the chair of the BOG and request the chair of the BOG's participation in the annual evaluation; the chair of the BOG may involve the chancellor in the review process. Such participation will include a review of the President's responsiveness to the BOG's strategic goals and priorities and compliance with system-wide regulations.
4. The Governance Committee shall review the self-evaluation and proposed goals and may request any additional information from the President to assist the Board in its review.
5. The Governance Committee will discuss the goals for the upcoming year with the President and present the proposed goals to the full Board for discussion and approval.
6. Prior to the Board meeting at which the President's review, goals, and compensation will be acted upon, the Chair shall send to the President and all members of the Board the self-evaluation and proposed goals, any supplemental information the Governance Committee may have requested of the President and any supplemental information the Governance Committee has developed.
7. The Board shall complete the annual review and make any compensation award contemplated under the President's Employment Agreement no later than September 30 of each year, commencing September 2015.

Outcomes

After the Board's deliberation and action, minutes shall be published to document the review of the President's performance, goals and any adjustments to the President's compensation.

Comprehensive Review

Purpose

The purpose of the comprehensive review is to strengthen the leadership of the President and Board by assessing the quality of their relationship and the President's performance through an independently conducted process which will normally include a 360° review. The process seeks to gather, on a wide range of management and governance matters, the informed perceptions of leaders of major stakeholder groups, as well as those of the President and trustees.

Responsibility

It is the Board's responsibility to comprehensively assess the quality of the relationship of the President and the Board of Trustees; and the President's performance and compensation, normally at three-year intervals. The Governance Committee, as its members shall mutually decide and within the parameters of this policy, is delegated the responsibility for organizing and conducting the comprehensive review process with the President, with the assistance of an independent consultant. The selected consultant shall not be connected, directly or indirectly, with the institution by present or past affiliation. The Board Chair and the President shall be consulted regarding the selection of the consultant. Procedural details shall be decided upon by the Governance Committee, with the consultant's advice and counsel, and within the parameters of this policy.

Process

All activities in this comprehensive review process shall be completed within four months after the selection of the consultant. The activities shall include personal interviews with appropriate individuals, internal and external to the institution, as agreed upon by the Committee and consultant. They also shall agree on the general nature of the questions to ask. A staff member shall be assigned to work directly with the consultant and the Committee.

The customary annual review shall be modified to be consistent with the advice of the consultant and Committee. Prepared in advance of the review process, the President's self-evaluation for years in which a comprehensive review is conducted shall provide a comprehensive picture of the institution's academic, financial, and other indicators of progress during the President's tenure. It should highlight particular achievements, as well as persistent institutional issues.

The Committee shall also decide how best to communicate with the University community and Lakeland and Polk County area before, during, and after this process. The Committee is delegated the authority to agree to (1) the consultant's compensation and an appropriate schedule of payments and reimbursements, (2) the general written and/or oral format for the consultant's report (for later submission to the Committee, President, and Board), and (3) the arrangement by which the consultant will be available to discuss the report with the President and the full Board.

Outcomes

The consultant will provide a comprehensive written report detailing the institution's progress and major achievements during the President's tenure, and the Board will consider the consultant's report in the Board's annual review of the President for that year. The consultant's report shall include substantive recommendations for both the President and the Board designed to strengthen the University's leadership, management and governance.

Note: Portions of this policy were selected from the following publication: R. T. Ingram and W. A. Weary, Presidential & Board Assessment in Higher Education Purposes, Policies & Strategies Appendix B Illustrative Board Policy and Procedures: Annual Presidential Performance Reviews (Washington, D.C.: Association of Governing Boards of Universities and College Publications, 2000), 57-58.

Adopted by the Florida Polytechnic University Board of Trustees on June 3, 2015.

Chair's signature: 

AGENDA ITEM: VIII

**Florida Polytechnic University
Governance Committee
Board of Trustees
June 8, 2017**

Subject: Review of the President's Goals for 2017-18

Proposed Committee Action

Recommend approval of the Review of the President's Goals for 2017-18 to the Board of Trustees.

Background Information

The Governance Committee will review the goals for President Avent for 2017-18.

Supporting Documentation: President's Goals for 2017-18

Prepared by: Gina DeIulio, Vice President and General Counsel

FY2017-18 Performance Goals
Randy K. Avent

PRODUCE HIGHLY SOUGHT-AFTER GRADUATES

Priority 1: Grow admissions outside Central Florida and increase diversity and academic quality to become a more selective institution.

Priority 2: Strengthen the academic program with focus on instructional delivery, rigor, advising and engagement.

Priority 3: Provide academic services and learning support to increase retention and 4-year graduation rates.

Priority 4: Deliver excellent services and foster a climate of active and engaged student life.

BUILD A HIGH-TECHNOLOGY ECONOMY AROUND FLORIDA POLY

Priority 5: Grow the faculty body and research infrastructure to build impactful programs in technologies relevant to the state economy.

Priority 6: Enhance industry relationships by expanding both the number and depth of interactions. Refocus industry outreach efforts to deliver more impact and grow stronger bonds through internships, industry-motivated projects, advisory boards, ...

Priority 7: Promote real-world problem solving and leadership skills through competitions, undergraduate research and entrepreneurship opportunities.

INCREASE ACCOUNTABILITY AND GROW PUBLIC SUPPORT FOR THE UNIVERSITY

Priority 8: Work to engage all stakeholders in developing a new strategic plan for the University.

Priority 9: Further strengthen relationships with community leaders, state legislature, Board of Trustees and Board of Governors to support our objectives.

Priority 10: Develop a sustainable discount rate model for attracting strong students and launch a Development campaign to raise \$2M in new scholarship funding.

Priority 11: Improve the unrestricted net position of the University and improve at least five major institutional processes.

Priority 12: Attract and retain strong faculty and staff by growing wages to become more competitive. Finalize annual reviews, merit pay and promotion policies.

AGENDA ITEM: IX

**Florida Polytechnic University
Governance Committee
Board of Trustees
June 8, 2017**

Subject: Delegations of Authority

Proposed Committee Action

Continue to discuss BOG Document titled “Delegation Best Practices and Principles” and existing BOT delegations of authority to President and administrators and make recommendations to the Board.

Background Information

The Board of Governors created the “Delegation Best Practices and Principles” document and requested that all boards of trustees review the document and determine whether any revisions to the existing delegations of authority were necessary or warranted. The Committee started its discussion on this topic at its last meeting.

Supporting Documentation:

Chart- BOG Best Practices and FPU Compliance
Proposed Language for Specific Delegations of Authority

Documents previously provided:

BOG- Delegation Best Practices and Principles
Supplement- UF’s Delegations and Benchmarks
BOT Resolution 2014-001 Powers and Duties of the President
Chart- Delegations of Authority by Board of Trustees and Administrators via by Rule, Regulation, Policy, or Board Resolution

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Proposed Language for Specific Delegations of Authority

1. Purchasing Agreements.

a. President's Authority. The President has authority to approve and execute contracts for the purchase sale, lease license or acquisition of commodities, goods, equipment and contractual services (Purchasing Agreements) with a contract value up to and including \$500,000 (contract value includes initial term and all potential renewals).

b. BOT Approval Required. For Purchasing Agreements where the contract value exceeds \$500,000, the Board of Trustees' approval is required prior to executing the Purchasing Agreement. In addition, if there are subsequent amendments to a Purchasing Agreement that would cause the contract value of the agreement to exceed \$500,000, approval by the Finance and Facilities Committee is required prior to executing the amendments.

c. Reports to BOT. At each regular Finance and Facilities Committee meeting, the committee will be provided an update on the current Purchasing Agreements (which shall include the vendor's name and expenditures to date for those contracts awarded) with a contract value in excess of \$200,000 as an informational item.

d. Multiple Agreements with Vendor. Purchasing Agreements related in scope that are with the same vendor shall be aggregated for the purposes of determining approval authority and reporting requirements.

2. Leases of Real Property.

a. University Leasing From a Third Party.

i. President's Authority. The President has authority to approve and execute contracts for the lease, rental, or use of real property (Lease Agreements) for University-related purposes where the University is the lessee/renter/user, provided the term of the lease does not exceed 5 years or 25,000 square feet.

ii. BOT Approval Required. For Lease Agreements where the agreement exceeds 5 years or 25,000 square feet, the Board of Trustees' approval is required prior to executing the Lease Agreement. In addition, if there are subsequent amendments to a Lease Agreement that would cause the agreement to exceed 5 years or 25,000 square feet, approval by the Finance and Facilities Committee is required prior to executing the amendments.

b. University Leasing to a Third Party.

i. President's Authority. The President has authority to approve and execute contracts for leasing University real property to a third party, provided the term of the contract does not exceed 3 years.

ii. BOT Approval Required. For contracts where the term exceeds 3 years, the Board of Trustees' approval is required prior to issuing the competitive solicitation or prior to executing the contract.

3. Construction Contracts.

a. President's Authority.

i. Capital Facilities Contracts. The President has the authority to approve and execute contracts for minor construction projects up to \$2,000,000.

ii. Change Orders. The President also has the authority to approve and execute change orders in the name of the Board of Trustees for amounts not exceeding \$100,000. The President may approve and execute change orders for an amount

exceeding \$100,000 only after consultation with and approval of the chair of the Finance and Facilities Committee, or if the chair has a conflict of interest, the Board Chair's designee. The Board Chair and Vice Chair shall be notified of all change orders and will be included as an informational item on the Finance and Facilities Committee agenda.

b. BOT Approval.

i. **Capital Facilities Contracts.** For construction projects greater than \$2,000,000, the Board of Trustees must approve the project prior to the execution unless the specific project is listed in a capital budget or in a projects line item in an operating budget that has already been approved by the Board.

ii. **Change Orders.** Change orders exceeding \$100,000 require the approval of the Finance and Facilities Committee prior to execution. All change orders shall be reported to the Board at a regular meeting of the Board as soon as practicable.

4. Claims and Settlements.

a. **President's Authority.** The President has the authority to initiate lawsuits and claims and appeal adverse rulings. For settlement of claims up to \$300,000, the President may take action. For settlement of claims greater than \$300,000, but less than \$750,000, the President may take action after consultation with the Chair of the Board of Trustees. For claims above \$750,000, the President will consult with and obtain the approval of the Board Chair prior to taking action and will notify the Board Vice Chair.

b. **Notification.** The President shall notify all trustees about settlements at or above \$300,000.

5. Personnel. The President will consult with the Chair of the Board of Trustees, or other trustee designee, on the hiring, dismissal, and compensation of any person serving in a Vice President capacity or other executive direct report position to the President or the Board of Trustees. The President shall also consult with the Board Chair on an annual basis to review the positions covered by this provision and amend the list based on the mission and strategic priorities of the University. The General Counsel, Chief Audit Executive and Chief Compliance Officer shall report to the Board of Trustees and the President.

BOG Best Practices and FPU Compliance

BOG Best Practices President's Duties and Responsibilities	Is there a delegation consistent with BOG Best Practices?	Florida Poly Rule, Reg, Policy or BOT resolution ("Reso") or policy where delegation is made; if none, recommended action
(1) University Administration and Oversight		
(a) Organize U to efficiently and effectively achieve its goals.	Yes	Reso. (36)
(b) Prepare a strategic plan	No	Add to resolution
(c) Prepare a multi-year workplan	No	Add to resolution
(d) Prepare and periodically update conflicts of interests policies	No	Add to resolution
(e) Maintain information system for reporting to BOT & BOG	Yes	Reso. (37)
(f) Take routine administrative actions related to promulgation of regulations and rules.	Yes	Reso. (15)
(g) Propose regulations to BOT	Yes	Reso. (14)
(h) Establish procedure related to data, technology, IT	Yes	BOG Reg 3.0075
(i) Secure comprehensive general liability insurance	Yes	Reso. (24)
(j) Provide for payment of cost of civil actions against officers, employees, or agents of the BOT	Yes	Reso. (38)
(k) Govern traffic on U grounds	Yes	FPU Rule 6C13-1.002
(l) Establish program for campus safety and emergency preparedness	Yes	BOG Reg. 3.001
(m) Close campus in event of emergency	Yes	Reso. (13)
(n) Consult with Chancellor of SUS prior to providing recommendation to BOT on addition or closure of additional campus or special purpose centers	Yes	BOG Reg 8.009
(o) Set BOT agenda in consultation with the chair	Yes	Reso. (1)
(p) Consult with BOT on matters appropriate to BOT's policy-making and fiduciary functions	Yes	Reso. (3)
(2) Academic Programs and Student Affairs		
(a) Propose regulations and policies in academic areas	Yes	Reso. (14)
(b) Develop, approve, and implement non-degree educational programs	No	Add to resolution
(c) Award degrees	Yes	Reso. (9)
(d) Develop, approve, and implement student exchange programs	Yes	Reso. (10) but less broad
(e) Establish the internal academic calendar	Yes	Reso. (8)
(f) Establish committee to review and evaluate the student disciplinary system	Yes	FPU-3.006 Student Code of Conduct
(g) Approve the internal procedures of SGA organizations	Yes	FPU-3.002 Student Government and Student Organizations
(h) Approve the establishment of ERCCD	Yes	Reso. (12)
(i) Administer U intercollegiate athletics program	Yes	Reso. (43)

(3) Personnel		
(a) Establish and implement policies and procedures (to recruit, appoint, transfer, promote, compensate, evaluate, reward, demote, discipline, and remove personnel)	Yes	Reso. (16)
(b) Consult with the chair of the Board of Trustees, or other trustee designee, on the hiring, dismissal, and compensation of any person to serve in a Vice President capacity... or other executive direct report position to the President or the Board of Trustees. <i>USF Proposal: The President shall consult with the chair of the Board on an annual basis to review the positions covered by this provision and amend the list based on the mission and strategic priorities of the University.</i>	In practice, but not formally delegated; Board needs to discuss	Add to resolution
(b) (cont.) General Counsel, Chief Audit Executive and Chief Compliance Officer shall report to BOT and President	No	Revise on org chart for General Counsel
(c) Approve travel	Yes	Reso. (17)
(d) Serve as U representative in collective bargaining; appoint collective bargaining team; execute final agreement on behalf of BOT	In practice, but not formally delegated	Add to resolution
(4) Financial Management		
(a) Keep BOT apprised of financial condition of U and DSOs	In practice, but not formally delegated	Add to resolution
(b) Prepare U budget request, fixed capital outlay and operating budget for BOT approval	Yes	Reso. (28) (21)
(c) Recommend schedule of tuition and fees for BOT approval	Yes	Reso. (18)
(d) Recommend regulation for waiver of tuition and fees	Yes	Reso. (14)
(e) Account for expenditures of all state, local, federal and other funds	No	Add to resolution
(f) Prepare the operating budget of the U for approval by BOT, and notify BOG in writing if unencumbered balance of E&G fund of approved budget goes below 5%	Yes	Reso. (21)
(g) Enter into agreement for, and accept, credit card payments for goods, services, tuition, and fees	Yes	Reso. (25)
(h) Establish policies and procedures for performance of annual internal audits of U finances and operations, submit reports to BOG after approved by BOT	No	Add to resolution
(i) Establish policies and procedures for financial controls, with review by internal auditor	No	Add to resolution
(j) Sign checks to pay legal obligations of U	Yes	Reso. (22)
(k) Perform banking transactions (may further delegate to individuals holding specific positions)	Yes	Reso. (22)
(l) Employ private attorney services (consult with GC)	Yes	Reso. (38)
(m) Employ collection agencies to collect delinquent accounts, charge off and settle accounts, report charge-offs to the BOT	Yes	Reso. (26)
(n) Ensure BOT receives sufficient information related to projects subject to BOG Debt Management Guidelines and U guidelines	No	Add to resolution
(5) Property and Purchasing		

(a) Administer program for maintenance and construction of facilities, certify compliance with requirements for expenditure of PECO funds	Yes	Reso. (27) (29)
(b) Act as custodian of all U property	Yes	Reso. (32)
<ul style="list-style-type: none"> • (c) Approve and execute contracts for purchase, sale, lease, license, or acquisition of commodities, goods, equipment, and contractual services (see examples in BOG Best Practices document) • Examples of monetary and term limitations are: <ul style="list-style-type: none"> ○ Purchases of goods and service not to exceed \$500,000 (Illinois State University); ○ Purchases of goods and services not to exceed \$1,000,000 (University of Minnesota); ○ All contracts with a total cost or monetary value not to exceed \$1,000,000, including all potential renewals (University of Texas) (Note: Board of Governors' regulations dealing with construction contracts include a delegation of authority to university presidents to execute contracts for projects up to \$2,000,000); ○ Purchases of goods and services not to exceed \$2,500,000 (University of Texas and this is being increased to \$5,000,000); ○ Purchases of goods and services at the University of Michigan, Pennsylvania State and Ohio State have no monetary threshold for President; ○ UF is considering requiring approval of the UF Governance Committee for purchases of goods and services that are: \geq \$10,000,000 total value & \geq \$2,000,000 per year average/or > 10 years with exclusivity. ○ USF is considering requiring approval by the Finance Committee Chair of any contracts for goods and services that exceed \$1,000,000. The value of the contract will be determined at the time of execution; however, subsequent amendments within the same fiscal year to the same contract will be added to the original contract amount to determine if an approval threshold is met. Contracts related in scope shall be aggregated for the purposes of approvals and reporting. In the event the Finance Committee Chair has a conflict of interest regarding a proposed contract for goods and services that is submitted for approval, then the chair of the Board shall appoint an individual trustee to review the contract in question. Contracts for goods and services equal to or greater than \$2,000,000 require approval by the Finance Committee. In consultation with the President, the Finance Committee will review approval thresholds for contracts for goods and services on an annual basis and revise the thresholds as needed. The President, or designee, will provide a list of contracts at or exceeding the \$1,000,000 threshold as an 	<p>BOT needs to determine whether needs to be revised, if so, what are the thresholds.</p>	<p>Reso. (23) Currently President's authority is unlimited. Revise as necessary.</p>

<p><i>informational item to the Finance Committee on a quarterly basis.</i></p>		
<p>(c) (cont.) Approve and execute contracts for leases of real property (see examples in BOG Best Practices document)</p> <ul style="list-style-type: none"> o <i>Leases of real property with an annual lease payment not to exceed \$1,000,000 (California State);</i> o <i>Leases of real property and easements if the amount to be paid by or to the university does not exceed \$1,250,000 (University of Minnesota);</i> o <i>Leases of real property that do not exceed 10 years or 50,000 square feet (University of Michigan);</i> o <i>Leases of real property that do not exceed \$10,000,000 (Ohio State);</i> o <i>The president is authorized to approve and execute real property rental agreements, leases, ground leases, and other documents pertaining to the use of rental property for university-related purposes with a term of not more than 20 years (excluding options when the university is lessee, but including options provided by the university as lessor) (University of California); and</i> o <i>Lease agreements with a term of 20 or more years or with options that result in a potential term of 20 or more years require board approval (California State);</i> o <i>UF is considering requiring board approval for leases that exceed 10 years or 50,000 square feet or \$10,000,000 net present value.</i> 	<p>BOT needs to discuss to determine whether thresholds need to be established</p>	<p>Reso. (23) Currently President's authority is unlimited; revise resolution as necessary.</p>
<p>(c) (cont.) Approve and execute contracts for construction</p>	<p>Yes</p>	<p>Reso. (23), BOG regulations 14.0055, 14.007, 14.018,</p>
<p>(d) In accordance with the provisions of section 1013.48, Florida Statutes, approve change orders in the name of the Board of Trustees for amounts not exceeding \$ _____. All such approvals shall be for the purpose of expediting the work in progress and shall be exercised in accordance with the President's further delegation of change order approval authority to the Office of Administration and Finance. The President or designee may make change orders for an amount exceeding \$ _____ after consultation and approval of the chair of the Finance Committee. Change orders exceeding \$ _____ require the prior approval of the Finance Committee. All change orders shall be reported to the Board and entered in to the official minutes as soon as practicable at a regular meeting of the Board.</p> <p>Language from BOG Best Practices: (Note: Monetary thresholds for change orders will vary depending upon the size and complexity of the university.</p>	<p>Need to discuss to determine appropriate threshold</p>	<p>Reso. (31) Currently up to \$100,000, current language: <i>Change orders for an amount exceeding \$100,000 may be made by the President or designee after consultation with and approval of the Chair of the Finance Committee. All change orders shall be reported to the board and entered in to the official minutes as soon as practicable</i></p>

<p><i>The thresholds set forth below are examples derived from other universities that vary in size and complexity and are simply intended to help inform the boards of trustees' discussion on this topic.)</i></p> <ul style="list-style-type: none"> ○ <i>Change orders less than \$250,000 (FAMU);</i> ○ <i>Change orders not exceeding \$100,000 (UNF)</i> ○ <i>Change orders not exceeding 10% of the contract (Penn State)</i> ○ <i>UF is considering not exceeding 10% of the Guaranteed Maximum Price, with anything change order exceeding 10% to require approved by the UF Finance and Facilities Committee;</i> ○ <i>USF is considering requiring approval by the Finance Committee Chair of change orders exceeding either \$1,000,000 or 10% of the Guaranteed Maximum Price, whichever is less. The value of the change order will be determined at the time of execution; however, subsequent change orders within the same fiscal year to the same project will be combined to determine if an approval threshold is met. Change orders for projects related in scope shall be aggregated for the purposes of approval and reporting. In the event the Finance Committee Chair has a conflict of interest regarding a proposed change order that is submitted for approval, then the chair of the Board shall appoint an individual trustee to review the change order in question. Change orders equal to or greater than \$2,000,000 require approval by the Finance Committee. In consultation with the President, the Finance Committee will review approval thresholds for change orders on an annual basis and revise the thresholds as needed. The President, or designee, will provide a list of change orders at or exceeding the \$1,000,000 threshold as an informational item for the Finance Committee on a quarterly basis.</i> 		<p><i>at a regular meeting of the BOT. Revise as necessary.</i></p>
<p>(e) Regulate use, maintenance, protection and control etc. of U owned or controlled buildings, grounds, property, equipment, trademarks, and other U resources</p>	<p>Yes</p>	<p>Reso. (32) partial + various U regs- FPU-1.003, 1.0061P, 1.007, 1.009, 1.010, 1.011, 1.014, 1.006</p>
<p>(f) Adjust property records and dispose of surplus property</p>	<p>Yes</p>	<p>Reso. (32) and BOG 9.001, 9.002</p>
<p>(g) Protect, develop and transfer U work product, IP</p>	<p>Yes</p>	<p>FPU-1.0061P Intellectual Property</p>
<p>(h) Take charge of abandoned personal property</p>	<p>Yes</p>	<p>Reso. (33)</p>
<p>(i) Prepare a campus master plan and campus development agreement for approval of the BOT</p>	<p>Yes</p>	<p>BOG Reg. 21.202</p>
<p>(j) Recommend regulations for BOT adoption on procurement</p>	<p>Yes</p>	<p>Reso. (14)</p>

(k) Exercise responsibility for fire safety and sanitation of U campus	Partial, sanitation not addressed	Reso. (30) fire codes
(6) Miscellaneous Powers and Duties.		
(a) Recommend certification or decertification of DSOs	Yes	FPU rule- 6C13-10.002 University Direct Support Organizations
(b) Appoint a representative to DSO board after consulting with BOT Chair/designee	No, don't currently require consultation with BOT chair	Reso. (35) may serve on board as well; also on Exec. Comm.
(c) Accept gifts etc. on behalf of U	No	Add to resolution
(d) Designate purpose for which, and location at which, gift will be used in accordance with donor's expressed intent and make allocations	No	Add to resolution
(e) Determine purpose for which and location at which a gift shall be used, determine whether income and/or principal shall be used, and make allocations and reallocation to extent not specified by donor	No	Add to resolution
(f) Establish policies regulating administration and operation of Sponsored Research	Yes	FPU-12.0011AP Sponsored Research Roles & Responsibilities
(g) Certify exemptions to general purchasing requirements for purchases of sponsored research	Yes	Fla. Stat. s. 1004.22(7)
(h) Comply with applicable laws, rules, regulations and requirements	Yes	Reso. (39)
(i) Minimize U risk, manage risk management program	No	Add to resolution
(j) Delegate authority as desired to individuals deemed to have appropriate capabilities, provide summary table of delegations to BOT	Yes, President has authority; however, don't currently have a summary table for BOT	Reso. (45)
(k) Initiate and settle lawsuits and claims and appeal adverse rulings, provide notice to BOT . Language from BOT Best Practices: (Note: settlement ranges are likely to vary depending upon the size and complexity of the university. For discussion purposes, we are including several different thresholds).	Need to discuss and determine appropriate authority	Add to resolution once decision is made.

<p>1. For settlement of claims up to \$100,000/\$500,000/\$750,000, the President or designee may take action.</p> <p>2. For settlement of claims greater than \$100,000/\$500,000/\$750,000, but less than \$250,000/\$750,000/\$1,000,000, the President or designee may take action after consultation with the Chair of the Finance Committee or the Chair or Vice Chair of the Board of Trustees, as appropriate.</p> <p>3. For claims above \$250,000/\$750,000/\$1,000,000, the President will consult with and seek the approval of the members of the Finance Committee/or alternatively confer with the Chair and notify the Vice Chair of the Board of Trustees (Proposed UF language). The President or designee shall notify all Trustees about settlements at or above \$250,000/\$500,000/\$750,000/\$1,000,000.</p>		
<p>(l) Perform other duties not retained by BOT as may be necessary</p>	<p>Yes</p>	<p>Reso. (41)</p>
<p>(m) Not to limit or divest the BOT’s right to exercise authority or responsibility as deemed appropriate</p>	<p>Yes</p>	<p>Reso. (45)</p>
<p>(n) Confer with BOT Chair and notify Vice Chair of additional contract or other matters a DSO or U affiliated entity which would be material to the U or DSO or Affiliate that would affect resources, reputation or generate significant media attention; if expected to generate significant media attention outside of the ordinary course- notify full BOT, collaborate with BOT Chair to determine expectations related to this provision</p>	<p>No, currently done informally, not via policy.</p>	<p>Add to resolution</p>