



**BOARD OF TRUSTEES  
GOVERNANCE COMMITTEE MEETING**

Wednesday, December 6, 2017  
8:45 AM

Florida Polytechnic University  
Admissions Center  
4700 Research Way  
Lakeland, FL 33805

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Dr. Richard Hallion, Chair  
Mark Bostick

Cliff Otto

Rear Admiral Philip Dur, Vice-Chair  
Don Wilson

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**AGENDA**

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| I.   | Call to Order                                                                     | Dr. Richard Hallion, Chair |
| II.  | Roll Call                                                                         | Maggie Mariucci            |
| III. | Public Comment                                                                    | Dr. Richard Hallion, Chair |
| IV.  | <a href="#">Approval of October 31, 2017 Minutes</a><br><b>*Action Required*</b>  | Dr. Richard Hallion, Chair |
| V.   | <a href="#">2016-18 Governance Committee Work Plan</a>                            | Dr. Richard Hallion, Chair |
| VI.  | <a href="#">Board of Trustees Self-Evaluation and Board Governance Discussion</a> | Dr. Richard Hallion, Chair |
| VII. | Closing Remarks and Adjournment                                                   | Dr. Richard Hallion, Chair |

**DRAFT**

**FLORIDA POLYTECHNIC UNIVERSITY  
BOARD OF TRUSTEES  
GOVERNANCE COMMITTEE  
MEETING MINUTES  
Florida Polytechnic University Admissions Building  
4700 Research Way, Lakeland, FL 33805  
October 31, 2017 @ 8:30 AM**

I. Call to Order

Committee Chair Dick Hallion called the Governance Committee meeting to order at 8:35 a.m.

II. Roll Call

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

Other trustees present: Board Chair Frank Martin, Trustee Sandra Featherman, Trustee Gary Wendt, Trustee Henry McCance, Trustee Bob Stork and Trustee Jacob Livingston.

Staff present: President Randy Avent, Dr. Terry Parker, Mr. Mark Mroczkowski, Mr. Ray Galleno, Ms. Gina DeLulio, Mr. Rick Maxey, Mr. Kevin Aspegren and Ms. Maggie Mariucci were present.

III. Public Comment

There were no requests received for public comment.

IV. Approval of Minutes

**Trustee Mark Bostick made a motion to approve the Governance Committee meeting minutes of June 8, 2017. Trustee Don Wilson seconded the motion; a vote was taken, and the motion passed unanimously.**

V. 2016-18 Governance Committee Work Plan

The 2016-2018 Governance committee work plan is being revised to reflect date changes as follows:

- “Revise Evaluation Instrument to be used for the President’s annual evaluation” was moved from the June 2017 meeting to the September 2017 meeting which was postponed until the October 31 meeting.
- The “BOT self-evaluation” was moved from the June 2017 meeting to the December 2017 meeting.
- “Review and revise the BOT bylaws” was moved from the September 2017 meeting to the March 14, 2018 meeting.

The date changes were necessary due to Hurricane Irma affecting meeting dates.

**Trustee Don Wilson made a motion to approve the revised 2016-2018 Governance Committee Work Plan. Trustee Mark Bostick seconded the motion; a vote was taken and the motion passed unanimously.**

VI. Board of Trustee Self-Evaluation and Board Governance Discussion

Ms. Gina DeJulio reported that a consultant from the Association Governing Boards (AGB) may be considered to evaluate the Board and Board practices. AGB would conduct a standard survey and then issue, collect and compile responses. The responses would be analyzed and reports would be compiled on strengths and areas of improvement. Trustee Gary Wendt questioned if this was a Board requirement. Ms. DeJulio stated this is not a requirement but a board “best practice” and recommended it be conducted every three to five years. Trustee Wilson voiced that it is a good idea to periodically review the effectiveness of the Board. All were in favor of moving forward with the consultant and scheduling a conference call with the committee and AGB.

VII. Resolution on President’s Powers and Duties

Board Chair Frank Martin and Ms. DeJulio presented the final document stating the President’s powers and duties. This document reflects discussions at the June 2017 meeting and prior resolutions.

**Trustee Wilson made a motion to approve the final draft on the President’s powers and duties. Trustee Bostick seconded; a vote was taken and the motion passed unanimously.**

VIII. Form for President’s 2017-18 Annual Review

Chair Hallion presented the form for the President’s 2017-18 annual review. The form has been updated to reflect the President’s goals for 2017-18.

**Trustee Bostick made a motion to approve the form for the President’s 2017-18 annual review. Trustee Wilson seconded the motion; a vote was taken and the motion passed unanimously.**

IX. 2018 Government Relations Plan

Mr. Rick Maxey presented the 2018 Legislative session update. The Legislation has been supportive of the University in funding and believes what the University is doing is beneficial to the State of Florida. A goal is to make Florida Poly a priority among state leaders and to have those leaders become strong champions for the University.

The Applied Research Center is a top priority. The University is requesting funds of \$22M dollars. Once the funds are granted, construction will start; all of the funding for construction must be in place before construction starts. Board Chair Martin stated it typically takes three to five years before necessary funds are acquired for new buildings. Trustee Wendt questioned if funds could be acquired through private donors; the answer is yes.

\$20M is being requested for the Institute of Intelligent Mobility. This project is related to SunTrax. Once the facility is operational, it will be self-sufficient. Trustee Featherman stated that due to the University being involved with a State agency, due diligence should be exercised and the Board should have approval authority. The facility is expected to be operational in the first half of 2019.

\$4.5M is being requested for the Technology Education model program. This program would incorporate technology into instruction.

\$4.493M is being requested for Sustainability for Economic Growth. This is related to the programs being run through FIPR Institute.

Mr. Maxey reviewed the legislative cycle and summarized the importance of engaging with key decision makers, working with stakeholders and focusing on the benefits to Florida.

**Trustee Bostick made a motion to approve the 2018 Government Relations Plan. Trustee Wilson seconded the motion; a vote was taken and the motion was passed unanimously.**

X. Closing Remarks and Adjournment

With no further comments, the Governance Committee meeting adjourned at 9:15 a.m.

DRAFT

**AGENDA ITEM: V**

**Florida Polytechnic University  
Governance Committee  
December 6, 2017**

**Subject: 2016-2018 Governance Committee Work Plan**

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**Proposed Action**

Information only- no action required.

**Background Information**

At the December 7, 2016 Governance Committee meeting, the committee reviewed and voted to approve the committee work plan. The work plan has been revised to provide a more even distribution of the work at the upcoming meetings.

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**Supporting Documentation:**

Revised Governance Committee Work Plan 2016-2018

**Prepared by: Gina DeIulio, VP & General Counsel**

**Florida Polytechnic University**  
**Governance Committee**  
**Work Plan 2016-2018**

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

**AGENDA ITEM: VI**

**Florida Polytechnic University  
Governance Committee  
December 6, 2017**

**Subject: Board of Trustees Self-Evaluation and Board Governance Discussion**

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**Proposed Action**

Information only- no action required.

**Background Information**

Dr. Carol Cartwright, a consultant from AGB, will lead a discussion on the Board self-evaluation and governance. [According to AGB](#), “*Cartwright was president of Bowling Green State University from 2008–2011. Her retirement in June of 2011 marked a 45-year career in higher education. From 1991–2006, Dr. Cartwright served as president of Kent State University, a role that earned her the distinction of the first female president of a state college or university in Ohio.*

*Prior to her presidency at Kent State, Cartwright was vice chancellor for academic affairs at the University of California at Davis, and dean for undergraduate programs and vice provost of The Pennsylvania State University. She served as a member of the Penn State faculty from 1967–1988, where she led a variety of research projects and authored numerous books, professional publications, and technical reports.*

*Cartwright continues to serve higher education as co-chair of the Knight Commission on Intercollegiate Athletics and as a member of the NCAA Committee on Infractions. She is a trustee of Heidelberg University in Tiffin, Ohio. The scope of her contributions to higher education led to Dr. Cartwright's induction into the Ohio Women's Hall of Fame in her first year of eligibility.”*

*Cartwright received distinguished alumni awards from the University of Wisconsin-Whitewater, where she earned her bachelor's degree, and from the University of Pittsburgh, where she earned masters and Ph.D. degrees.”*

AGB, The Association of Governing Board of Universities and Colleges, is an organization centered on governance in higher education.

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**Supporting Documentation:**

N/A

**Prepared by: Gina DeLulio, VP & General Counsel**