



Board of Trustees Meeting Minutes

BOT approved minutes 04.28.2022

MEETING MINUTES

**February 16, 2022
10:30 AM – 12:30 PM**

Florida Polytechnic University WEBEX TELECONFERENCE MEETING

I. Call to Order

Chair Cliff Otto called the meeting to order at 10:45 a.m.

II. Roll Call

Kris Wharton called the roll: Chair Cliff Otto, Vice Chair Mark Bostick, Trustee Ala' J. Alnaser, Trustee Laine Powell, Trustee Samantha Ashby, Trustee Earl Sasser, Trustee Bob Stork, Trustee Beth Kigel, Trustee Narendra Kini, and Trustee Gary Wendt were present (Quorum).

Board member not present: Trustee Lyn Stanfield

Staff present: President Randy Avent, Provost Terry Parker, Gina DeIulio, Kathy Bowman, Dr. Tom Dvorske, Dr. Ben Matthew Corpus, Dr. Kathryn Miller, Kris Wharton, Mike Dieckmann, Alex Landback, David Blanton, David Calhoun, Penney Farley, Maggie Mariucci, Melaine Schmiz, John Causey, Andrea Cashell, Kim Abels, Andrew Konapelsky, Laura Marrone, Michele Rush, Sherri Pavlik, Dr. Lizhen Shi, and Lydia Guzman were present.

Other guests present: Ken Artin, Bryant Miller Olive

III. Public Comment

There were no requests received for public comment.

IV. Work Plan Review

Chair Cliff Otto stated several work plan items including University growth and housing were discussed at length today in the Strategic Workshop. There were no additional questions or comments on the Work Plan.

V. Chairman's Remarks

Chair Otto turned the meeting over to President Randy Avent without making remarks.

VI. President's Remarks

President Randy Avent gave a brief update on the Legislative Session. He stated the budget proposals from the Governor, the Senate, and the House seem fairly consistent in that they will fund Performance Based Funding (PBF), but not Universities of Distinction. Florida Poly requested \$3.5M for Engineering University of Distinction; it does not look favorable that the University will receive that funding this year.

President Avent reported on the Board of Governors' significant budget request for deferred maintenance; however, because there is a discrepancy in what is considered "deferred maintenance," it is likely the legislation will not fund this request this year. There is new legislation that requires a university to set aside two percent of a new building's cost annually to cover the deferred maintenance of that building. The Applied Research Center (ARC) fits within that legislation, but Florida Poly's older buildings do not; nonetheless, the University is calculating what the cost would be to include those buildings as well as the ARC.

VII. President's FY22 Operational Goals: Q2 Progress Report

President Avent asked trustees to send him comments on whether his quarterly report on the annual operational goals has the right balance of detail. He then provided an update to his Operational Goals FYE22. He highlighted progress in the following areas of focus: admissions, student success, curriculum, graduate program, advancement, and efficient administration. Chair Otto stated his appreciation for the work Kris Wharton has accomplished in bringing efficient administration to the Board of Trustees' operations. Trustees had no additional comments or questions regarding this report.

VIII. Faculty Presentation: "Exploring Word Embedding and Locality Sensitive Hashing for Scalable Metagenomics Analysis"

Lizhen Shi, Ph.D., Assistant Professor, Data Science & Business Analytics, presented her recent research and published paper on metagenomics and the development of a bioinformatic tool called LSHvec. Dr. Shi discussed her initial research paper and the impact of genomic analysis on deep learning, machine learning, and artificial intelligence.

Chair Otto stated his appreciation of Dr. Shi's contributions to the University.

IX. Campus Master Plan

David Calhoun presented the final version of the 2021-2031 Campus Master Plan (CMP). The Agency Review was completed, and applicable comments have been incorporated in the CMP.

Trustee Narendra Kini made a motion to approve and adopt the 2021-2031 Campus Master Plan. Trustee Samantha Ashby seconded the motion; a vote was taken, and the motion passed unanimously.

X. Consent Agenda

Chair Otto read the following list of items to be approved on the consent agenda:

A. Academic & Student Affairs Committee

1. Approve the proposed final 2022-2023 Academic Calendar
2. Approve the proposed interim 2023-2024 Academic Calendar

B. Finance & Facilities Committee

1. Approve a five-year agreement with Liberty Lawn Care, LLC, with total contract value not exceeding \$2,509,370.00 over the course of five years
2. Approve the ground lease agreement with Ryan Companies USA, Inc., for the development of a previously approved P3 research facility on the campus of Florida Polytechnic University which will be subleased by International Flavors and Fragrances, Inc.
3. Approve the appointment of Ana Wood to the University Foundation Board

C. Governance Committee

1. Approve the repeal of the Policy on President's Authority to Execute Change Orders and Purchase Agreements related to FF&E for the ARC Project

D. Board of Trustees

1. Approve the November 17, 2021 Board of Trustees Meeting Minutes

As each of the consent agenda items comes before the Board with unanimous approval from the respective Committees, there is no need for a second. A vote was taken, and the motion passed unanimously.

XI. Committee Reports

A. Academic & Student Affairs Committee

Committee Chair Earl Sasser stated the Board approved the two academic calendars in today's consent agenda. He then called for approval of the two proposed master's degrees:

The committee unanimously recommends the Board approve the Master of Science Degree: Data Science. As this recommendation comes before the Board with unanimous approval from the Academic & Student Affairs Committee, there is no need for a second. A vote was taken, and the motion passed unanimously.

The committee unanimously recommends the Board approve the Master of Science Degree: Engineering Management. As this recommendation comes before the Board with unanimous approval from the Academic & Student Affairs Committee, there is no need for a second. A vote was taken, and the motion passed unanimously.

Committee Chair Sasser said the committee also heard reports on career placement, four-year graduation rates, faculty hiring, and admissions. The committee discussed the growth in admissions at length, including the short and long-term housing needed to accommodate the projected growth rate.

B. Finance & Facilities Committee

Committee Chair Beth Kigel shared the items her committee reviewed including the University's preliminary financial results for the quarter ended December 31, 2021 and noted that total assets of \$226.8 million exceeded total liabilities of \$32.6 million resulting in a net position of \$194.2 million. The committee also heard reports on the carryforward budget, a campus construction update, and Advancement and Foundation updates.

The committee accepted and approved three items which were on today's consent agenda: a five-year contract with Liberty Lawn Care, LLC for a total of \$2,509,370; the final ground lease for the P3 building; and the appointment of Ana Wood to the University Foundation Board.

C. Audit & Compliance Committee

Committee Vice Chair Mark Bostick stated the committee heard an update on all Audit & Compliance activities. Two external audits are still pending release; however, no significant findings are expected for either audit. The committee also reviewed the University Foundation's IRS Form 990 for the period ending 6/30/21.

Based on the unanimous approval of the committee, there are two items requiring full Board approval: the Performance Based Funding (PBF) Data Integrity Audit, and the

Performance Based Funding (PBF) Data Integrity Certification. The audit had an overall conclusion that controls over data submissions were effective; however, two observations were noted to further enhance controls over data submissions. Representations in the data integrity certification were subjected to audit and the certification was modified accordingly for audit results.

The committee unanimously recommends the Board approve the Performance Based Funding Data Integrity Audit performed by University Audit for the period ending September 30, 2021. As this recommendation comes before the Board with unanimous approval from the Audit and Compliance Committee, there is no need for a second. A vote was taken, and the motion passed unanimously.

The committee unanimously recommends the Board approve the Data Integrity Certification for 2022 (as modified for audit results). As this recommendation comes before the Board with unanimous approval from the Audit and Compliance Committee, there is no need for a second. A vote was taken, and the motion passed unanimously.

D. Governance Committee

Committee Chair Bostick stated the Governance Committee discussed the nomination process and possible nominations for the board positions of chair and vice chair. A recommendation to the Board will be presented at the May 2022 meeting.

The committee also discussed the board's Policy on the Annual Review of the President which states that a comprehensive review (360° review) is normally conducted every five years, and therefore would be due in 2022. The committee discussed the need for a comprehensive review to be conducted and felt it was not necessary to spend the time and resources this year.

The committee unanimously recommends the Board approve to *not* conduct a 360° review of the president in 2022. As this recommendation comes before the Board with unanimous approval from the Audit and Compliance Committee, there is no need for a second. A vote was taken, and the motion passed unanimously.

Lastly, the committee had one policy action to review which was the repeal of Policy on President's Authority to Execute Change Orders and Purchase Agreements related to FF&E for the ARC Project. This item was approved on today's consent agenda.

XII. Board of Trustees Meeting Schedule

Chair Otto stated the next virtual committee and Board meetings will take place on Thursday, April 28, 2022, primarily to review and approve the annual University Accountability Plan. He also reminded and encouraged trustees to attend the University Commencement on Sunday, May 8.

XIII. Board of Governors Meeting Schedule

Chair Otto shared the next Board of Governors meeting will be held at the University of North Florida (UNF) in Jacksonville March 29-30, 2022.

XIV. Closing Remarks and Adjournment

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