



Board of Trustees Meeting Minutes

DRAFT MEETING MINUTES

**February 16, 2023
9:00 AM – 11:45 AM**

Florida Polytechnic University Applied Research Center and via WebEx

I. Call to Order

Chair Cliff Otto called the meeting to order at 9:00 a.m.

II. Roll Call

Kristen Wharton called the roll: Chair Cliff Otto, Vice Chair Beth Kigel, Trustee Susan LeFrancois, Trustee Melia Rodriguez, Trustee Narendra Kini, Trustee Mark Bostick, Trustee Lyn Stanfield, Trustee Bob Stork, Trustee Laine Powell, Trustee David Williams, and Trustee Gary Wendt were present (Quorum).

Staff present: President Randy Avent, Provost Terry Parker, Dr. Allen Bottorff, Kathy Bowman, David Blanton, Mike Dieckmann, David Fugett, Alex Landback, Melaine Schmiz, Dr. Younggil Park, Dr. Kathryn Miller, Dr. Tom Dvorske, Maggie Mariucci, Kristen Wharton, Michele Rush, and Kim Abels were present.

III. Public Comment

There were no requests received for public comment.

IV. Board of Trustees Work Plan FY23

Chair Otto reviewed the Board of Trustees Work Plan. There was no discussion on this item.

V. Student Presentation: An Overview of the 2023 Florida Polytechnic Micro-Gravity Research Project

Dr. Younggil Park, Associate Professor of Mechanical Engineering, introduced the multi-disciplinary Capstone team who has been working on a micro-gravity applied research project in collaboration with the Florida Space Institute. Students who represented their research team included Ryan Maldonado, Joshua Leyva, Patrick Cole, and Bobby Theodosiadis. Trustees had the opportunity to ask questions of the students regarding their research. Chair Otto commended the Capstone team and Dr. Park for their excellent work and presentation.

VI. Chairman's Remarks

Chair Otto declined to make additional remarks and moved forward to the next agenda item.

VII. President's Remarks

President Randy Avent also commended the students on their presentation. He then invited Dr. Kathryn Miller, Vice Provost of Student Affairs, to share how the Florida Poly student drum line originated and how students used their innovation to develop the line. She invited trustees to talk with these students about their drums and their drum corps during one of today's break times.

VIII. Discussion: 2023-2028 Strategic Plan

President Avent reminded trustees that the University operates under 10 performance-based metrics, and receives additional funding based on how the institution scores in each metric. He explained how he clustered the metrics into four themes: 1) degree alignment, 2) economic development, 3) student success, and 4) affordability. These themes informed the current Strategic Plan.

President Avent then shared his proposed priorities for the 2023-2028 Strategic Plan which include: 1) grow the academic enterprise, 2) transform student's lives, 3) become an engine of innovation, and 4) improve campus operations. He appointed four staff and faculty committees to review and provide feedback on each priority which forms the basis of today's discussion. For each priority, President Avent reviewed the committee's feedback, which stimulated the following comments and questions from trustees:

1) Grow the Academic Enterprise:

Chair Otto inquired if it is time to discuss adding a doctoral program. President Avent responded it might be too early as the University needs to strengthen and solidify the master's program first. Provost Parker agreed and said it may be more actively discussed towards the end of the next five-year plan.

Trustee Narendra Kini asked for more information on "faculty professional development."

Trustee Laine Powell asked if not offering tenure impacts faculty recruitment. Provost Parker responded that it does impact recruitment; however, the University offers a tenure-like process which is explained in the Collective Bargaining Agreement. When selecting new faculty, Florida Poly focuses on selecting a right 'fit' and hires individuals who are aligned with the University's emphasis on quality instruction, interaction with the students, and creating a research presence.

Trustee Gary Wendt asked if the University has programs or activities that allow for adaptability and flexibility to industry. Provost Parker explained the Curriculum Advisory Board, comprised of representatives from industry, academics, and perhaps national labs, who advise the University on new concentrations to consider adding based on emerging technology. President Avent also explained that programs and activities are further developed in the annual operational plan.

Trustee Bob Stork inquired how to keep the faculty to student ratio small while also keeping costs down. President Avent replied the University must grow faculty and programs to accomplish this.

Chair Otto recommends removing "non-traditional" if non-traditional students aren't a target for enrollment. He also recommended further discussion on developing retreat majors.

Trustee Kini asked if there is a role for graduates working in industry to provide feedback on how relevant their education was compared to what they are now doing and if there is any gap. Provost Parker stated the next ABET accreditation cycle will require that data.

Trustee Stork questioned what would strengthen the graduate program. President Avent responded growing enrollment and being thoughtful about programming. Provost Parker added gaining critical mass in the various tracks, including the thesis track, and having courses highly appropriate for the graduate level. Trustee Kigel asked if the University is in a position to effectively market that to prospective students, to which Provost Parker responded in the affirmative.

2) Transform Student's Lives:

Trustee Stork asked about student representation on the four committees. President Avent replied the committees were more strategic in nature and students would be best suited to participate in committees that discuss how to actually achieve the goals and priorities.

Trustee Wendt strongly recommends using the word "leadership" in this plan as it helps differentiate Florida Poly from other universities. Dr. Miller explained the three pillars of leadership currently being used to develop leadership qualities in students: 1) curricular (all students must participate), co-curricular (students are invited in – emerging leaders), and extra-curricular (students opt in - for natural leaders). Chair Otto concurred with Trustee Wendt that "leadership" be specifically spoken to in each area where it fits.

Trustee Kini inquired how communication skills can be integrated into the curriculum. Provost Parker shared this occurs by embedding skill instruction into the curriculum and making the skill requirements more progressive as students move through their coursework.

Trustee Melia Rodriguez stated the listed items under this priority are too general and that having student involvement in these committees could assist in honing the items into achievable five-year goals. Vice Chair Beth Kigel added that when metrics are applied, it will help the Board measure the University's progress against the goals.

3) Become Engine of Innovation:

Trustee David Williams recommended considering an explicit statement of rewards for professors who engage with industry.

Trustee Kini stated the more faculty that engage with industry, the more the University's brand recognition and reputation grows. He asked if faculty will be allowed to be consultants to industry as the business park develops. President Avent agreed this is an important topic to discuss moving forward.

Trustee Stork asked about branding challenges with the word "polytechnic." Maggie Mariucci addressed his question and shared the University is conducting a marketing research study and will launch a new branding campaign in the next fiscal year.

4) Improve Campus Operations:

President Avent reviewed the staff/faculty committee's feedback on improving campus operations. It focused on employees, facilities, technology, and business processes. Trustees had no comments or questions for this section.

IX. Consent Agenda

Chair Otto brought forward the consent agenda for trustee approval.

Trustee David Williams made a motion to remove item B.5. Student Success Plan Report off of the consent agenda, to be further discussed in the Academic and Student Affairs Committee report. Trustee Melia Rodriguez seconded; a vote was taken, and the motion passed unanimously.

A. Governance, Audit, and Compliance Committee

1. Approve the PBF Data Integrity Audit and Data Integrity Certification

B. Academic & Student Affairs Committee

1. Approve the Academic Calendar (AY+1 and AY+2)
2. Approve Civil Engineering degree
3. Approve Industrial Engineering degree
4. Approve Graduate Student Tuition Waiver
- ~~5. Approve the Student Success Plan Status Report~~

C. Finance and Facilities Committee

1. Approve the Gary C. Wendt Engineering Building (Engineering Building 1) Project
2. Approve the re-appointment of Cindy Alexander to the University Foundation Board
3. Approve the re-appointment of Todd Baylis to the University Foundation Board

D. Board of Trustees

1. Approve minutes from 10/18/22 (creation of student housing system)
2. Approve minutes from 11/15/22 (regular Board meeting)
3. Approve minutes from 11/16/22 (annual Board Retreat)
4. Approve minutes from 12/8/22 (student housing system amending resolution)

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.

X. Committee Reports

A. Governance, Audit, and Compliance Committee

Committee Chair Mark Bostick reviewed the activity of the Committee which included an audit and compliance update from David Blanton. Blanton discussed the IT operations and security audit; operational audit; foreign influence audit; and the Crowe audit finding for the Foundation. The Performance Based Funding (PBF) data integrity audit and data integrity certification were approved today on the Board's consent agenda.

Committee Chair Bostick invited Board discussion on how and when to conduct a Board self-assessment which is due this year. He stated the Committee agreed that conducting the self-assessment internally versus using an outside consultant will result in a financial savings and that Chair Otto recommended that the assessment be conducted in fall 2023. Trustee Kini stated the assessment survey should be related to a Board set of strategic objectives, and if such objectives do not exist, it may be worth setting them before embarking on this assessment.

Fugett reported that in November 2022, the Board of Governors amended Regulation 1.001 University Board of Trustees Powers and Duties to withdraw the reference of the university presidents serving as corporate secretary of their Board of Trustees. He recommended revisions to Florida Poly's Resolution on Powers and Duties of the President and the Board of Trustees Bylaws, including the withdrawal of any references to the president serving as corporate secretary.

The Committee recommends the Board of Trustees approve the revised "Powers and Duties of the President." As this recommendation comes before the Board with unanimous approval from the Governance, Audit, and Compliance Committee, there is no need for a second. A vote was taken, and the motion passed unanimously. The Committee recommends the Board of Trustees approve the "Fifth Amended and Restated Bylaws." As this recommendation comes before the Board with unanimous approval from the Governance, Audit, and Compliance Committee, there is no need for a second. A vote was taken, and the motion passed unanimously.

Chair Otto announced that he, in consultation with the president and with the general counsel, appoints Kris Wharton, assistant secretary to the Board of Trustees, to serve as the University's first corporate secretary.

B. Academic and Student Affairs Committee

Committee Chair David Williams reviewed the Committee's actions, four of which were approved on today's consent agenda. The Committee also approved the final report for the

student success plan; however, since the Committee approved the report, one additional task (hiring of student success coaches) has been completed, necessitating the Board approve a more complete document to be submitted to the Board of Governors.

A motion was made by Committee Chair David Williams to instruct the provost or his delegate to edit the final Student Success Plan report to reflect that the student success coaches have been hired; the leadership coordinator has been hired; and the student advising system has transitioned to "live" status. Trustee Melia Rodriguez seconded; a vote was taken, and the motion passed unanimously.

C. Finance and Facilities Committee

Committee Chair Beth Kigel stated the Committee received the University's financial results for the quarter ended December 31, 2022, and noted strong financial ratios and an increase of 8.2% in net position over the previous year. The Committee also heard updates on student housing, campus construction projects, Advancement, and the Foundation's FY23 second quarter financial results for the year ending December 31, 2022.

The Committee also reviewed and approved the following items which were approved on today's consent agenda: Gary C. Wendt Engineering Building (Engineering Building 1) Project Approval; and Foundation Board reappointments of Cindy Alexander and Todd Baylis.

D. Strategic Planning Committee

Committee Chair Gary Wendt provided a brief report on the Strategic Planning Committee meeting, the topics of which were discussed in further detail earlier in today's Board meeting.

XI. Board of Trustees Meeting Schedule

Chair Otto stated the 2022-2023 Board of Trustees meeting schedule was approved in May 2022; however, the Board of Governors scheduled their committee meetings on September 20, 2023 – the same day as the University's scheduled committee meetings. He proposed moving the September committee meetings to Thursday, September 21 to remove the scheduling conflict.

A motion was made by Trustee Bob Stork to approve the revised 2022-2023 Board of Trustees meeting schedule. Vice Chair Beth Kigel seconded; a vote was taken, and the motion passed unanimously.

XII. Board of Governors Meeting Schedule

Chair Otto shared the next Board of Governors meeting will be held at FAMU in Tallahassee on March 18-19, 2023.

XIII. Closing Remarks and Adjournment

With no further business to discuss the meeting adjourned at 11:24 a.m.