

**FLORIDA POLYTECHNIC UNIVERSITY  
GOVERNANCE COMMITTEE MEETING**

**Florida Polytechnic University**

**Admissions Center**

**4700 Research Way**

**Lakeland, FL 33805**

**September 7, 2016 @ 12:30 p.m.**

I. Call to Order

Chair Richard Hallion called the Governance Committee meeting to order at 11:28 a.m.

II. Roll Call

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

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

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

III. Public Comment

There were no requests received for public comment.

IV. Approval of Minutes

**Trustee Cliff Otto made a motion to approve the Governance Committee meeting minutes of June 2, 2016. Trustees Philip Dur and Don Wilson seconded the motion; a vote was taken, and the motion passed unanimously.**

V. Approval of Policies

Gina DeIulio, General Counsel, presented four regulations for approval, one new and three amended. If approved, the amended regulations will be effective in October 2016. Edits in wording are also being made to clarify the language in each policy.

A. FPU-6.003 Hours of Work and Overtime – Amendment

Gina DeIulio explained the amendment to policy FPU.6.003. With the implement of Workday, the University will be moving to 24 pay cycles per year rather than 26 pay cycles. Employees will now be required to receive approval from their supervisors and from Human Resources when requesting time off during regular scheduled hours.

Gina stated that the revised regulation was posted on August 1, 2016, and no comments were received regarding the amendment.

Trustee Cliff Otto asked if the Board will need to revisit the policy once the federal regulations take effect. Gina stated she did not think so, but would follow up with the Human Resources attorney.

Trustee Don Wilson mentioned that he does not believe it will be necessary to change the policy, as the federal regulations regarding overtime for non-exempt employees should not effect this policy.

Trustee Sandra Featherman asked whether this overtime policy will affect faculty. Gina clarified that a separate policy will be created for faculty and that the overtime in this policy is solely for non-exempt employees.

Chair Richard Hallion opened the floor for comments or questions and there were none.

**Trustee Don Wilson made a motion to recommend approval of the amendment to regulation FPU-6.003 Hours of Work and Overtime with “rat” being changed to “rata”. Trustee Cliff Otto seconded the motion; a vote was taken, and the motion was passed unanimously.**

B. FPU-6.005 Sick Leave – Amendment

Gina DeIulio stated that an amendment to the original policy FPU-6.006 Sick Leave, which was adopted in August 2013, is being proposed. A recommendation is being made to increase the amount of sick leave allotted per pay period in order to compensate for the decrease in the number of pay cycles. Gina explained that employees will essentially receive the same amount of sick leave annually as they have previously been receiving.

Additionally, the policy provides Human Resources or a supervisor may request medical documentation to support the use of sick leave. Human Resources or the Supervisor may also require the employee to submit a Fitness for Duty form when returning to work to establish that the employee has fully recovered. The amendment also clarifies the language regarding separation from employment. Gina opened the floor for questions and comments and there were none.

**Trustee Philip Dur made a motion to recommend approval of the amendment to regulation FPU-6.005 Sick Leave. Trustee Henry McCance seconded the motion; a vote was taken, and the motion passed unanimously.**

C. FPU-6.004 Annual Leave – Amendment

Gina DeJulio stated an amendment to regulation FPU-6.004 Annual Leave, originally adopted in 2013, is recommended to adjust the amount of accrued annual leave to compensate for the decrease in the number of pay cycles in a year.

Gina explained that this amendment was sent out to staff on August 1, 2016, and no comments were received regarding the regulation. Gina opened the floor for questions and comments and there were none.

**Trustee Philip Dur made a motion to recommend approval of the amendment to regulation FPU-6.004 Annual Leave. Trustee Don Wilson seconded the motion; a vote was taken, and the motion passed unanimously.**

D. FPU-1.014 Animals on University Property

Gina DeJulio stated that regulation FPU-1.014 addresses animals on University property and helps to ensure the safety of the animals, students, and the University community. The regulation states who is responsible for the animals and provides the areas that the animals are and are not allowed on campus. The approval process for allowing animals on University property for events is also stated. Warnings are included which state to beware of alligators and snakes. The regulation also explains how wild, feral, stray, injured, or dead animals should be handled, and provides the University the authority to discipline those who violate the regulation. The draft of this regulation was posted on August 1, 2016, and no comments were received.

Gina opened the floor for questions and comments and there were none.

**Trustee Don Wilson made a motion to recommend approval of regulation FPU-1.014 Animals on University Property. Trustee Philip Dur seconded the motion; a vote was then taken, and the motion passed unanimously.**

VI. Government Relations Plan

Rick Maxey, Director of Government Relations, and Jessica Throckmorton, Coordinator for Government Relations presented the strategies for Government Relations for 2017, as well as the activities that will take place to support those strategies. The strategies include:

- Educate stakeholders on Florida Poly's value
- Align our priorities
- Transfer ownership

Rick summarized the University's progress in the area of educating stakeholders since 2013, demonstrating the efforts of the University have proved to be successful.

Rick explained that aligning Florida Poly's priorities with that of the stakeholders is done by looking at what is important to the state of Florida and reflecting that within the University.

Rick stated the transfer of ownership is necessary so that stakeholders will see Florida Polytechnic University as their university and, thus, want to invest in its future.

Rick presented a chart of historical appropriations for 2013-2017 which shows a substantial increase from \$33,505,683 in 2013 to \$46,526,609 in 2017. Rick stated this data is an indication that the strategies used have been successful and the percentage of appropriations are increasing from year to year.

Rick reviewed the fiscal goals for 2017 which include the following along with an explanation of the funds:

- Applied Research Center - \$25M
  - \$10M already in the bank
  - Faculty and student research
  - Institute for Technology Entrepreneurship
  - Faculty offices
- Institute for Technology Entrepreneurship - \$5M
  - Support students STEM businesses
  - Product Refinement and Prototyping Center
  - Corporate Operations Center
- Hiring Top Faculty - \$6.6M
  - Prepare 21<sup>st</sup> century learners
  - Conduct leading edge applied research
  - Offer competitive start-up packages

Rick reported the University also plans to request \$2.5 M to be a recurring appropriation rather than a non-recurring expense which would increase the original request to \$5M to provide funding for the Institute for Technology Entrepreneurship.

Trustee Philp Dur asked if the money being requested will be recurring. Rick clarified that all of the operating money the University will be requesting will be recurring.

Rick reviewed Florida Poly's substantive issues, which include:

- PECO bonding
- Courtelis Facilities Matching Program
- State Authorization Reciprocity Agreements (SARA)

- Guns on campus
- Bring Futures summer funding
- Excess hours

Rick clarified that the Courtelis Facilities Matching Program will match donations that are made to the University with the intent to build campus facilities. Florida Poly is currently eligible for \$15M dollars in matching funds. Rick is hopeful that the program will be funded and begin to implement matching funds toward University facilities.

Rick stated that online learning has not yet been discussed as Florida Poly has not yet implemented online courses. There is a federal requirement that if the University decides to offer online courses to students outside of Florida, it has to pay a fee to the state where the students live unless Florida is included in a national MOU. The Board of Governors is leading the effort to have Florida included.

Rick also stated it is expected that guns on campus will be another major issue. Florida Poly's Chief of Police, Richard Holland, believes that guns on campus present a safety issue.

Rick reported that Bright Futures is a scholarship made available for academically successful high school graduates. The University is pushing to have the Legislator allow this scholarship to be used for the summer semester in addition to the fall and spring semesters. Rick explained that allowing Bright Futures to be used in the summer should not be a great expense to the state because the amount of credit hours a student can pay using the Bright Futures scholarship is limited.

Rick explained there is currently a penalty for students if they take excess hours and exceed the amount of hours required by their program. If a student takes more than 132 hours in a 120 hour program, he or she must then pay 100% more in tuition for those courses. While there are exceptions, Rick noted that they are working to reduce the financial impact.

Rick reviewed the primary agencies with whom the University engages, which include:

- Congress
- Legislature
- Governors Office
- Board of Governors

Rick stated the University is beginning to broaden its strategy to reach out to research funding agencies, as well as Congress.

Rick reported a State University System (SUS) Federal R&D agency workshop will take place in Washington DC. Florida Poly will utilize this event to engage many federal funding agencies. The University also hopes to receive federal funding for a project that will be announced later this month.

Rick explained that he along with Maggie Mariucci and Crystal Lauderdale will come up with a Government Relations plan for the year which identifies issues that are common among their departments. Rick, Maggie and Crystal will also identify priorities for the year and begin to develop strategies.

Rick presented a timeline for the session preparation:

- Florida Poly issue development – Spring, 2016
- SUS Government Relations Planning Session – Summer, 2016
- Pre-session Activity – Fall and Winter, 2016
- In-session Operation – 60 Days/Spring, 2017
- Post-session Close Out – Late Spring/Early Summer, 2017

Trustee Philip Dur asked how much competition there is with other SUS universities that have a duplicative STEM program or research program. Rick explained that the SUS universities work together cooperatively and competitively. However, when it comes to the funding from the state Legislature, there is competition, as each dollar given to one university is a dollar that cannot be given to another.

Trustee Philip Dur asked if there is a local congressman for the University who is involved with the federally funded research allocation. The University's Congressional Representative, Congressman Ross, will do all he can to help the University with education.

President Randy Avent confirmed that Florida Poly has spent the majority of its time focusing on the state Legislature. However, that will change later this month when a project is announced and federal funding will be requested.

Trustee Sandra Featherman stated that the relationships are very strong between Rick and the state Legislature which has proven very beneficial for the University.

Rick explained the in-session operation will take place in spring for 60 days and will include independent advocacy, group advocacy, and budget and bill tracking. Special attention will be given to ensure that no piece of the budget is missing and everything is accounted for. Rick stated that following the session, a General Appropriations Act analysis and substantive bill analysis will take place. Lessons learned throughout the session will also be discussed and applied for future sessions.

Jessica Throckmorton, Coordinator for Government Relations and External Affairs, provided information on how the University engages with stakeholders. Jessica reinforced the importance to justify the University's perspective with the priorities of the stakeholders. Jessica explained this is done by building relationships through strategic engagement, which is done through the following:

- Florida Poly as a key component of Florida's economic development effort
- Meetings in Tallahassee and Washington DC
- Stakeholders on campus
- Participation in events

Jessica reported these strategies are accomplished by the following:

- Regular communications
- Florida Poly Day at the Capitol
- Legislative Thank You Event
- Partner Advocacy

Jessica thanked the Board of Trustees members who attended the Founder's Day event. Senator Joe Negron was also present for this event.

Jessica reported another key event in which the University participates is the Florida Chamber Innovation Caucus, where elective officials, industry partners, and universities come together to brainstorm ways to boost the Florida economy.

Jessica mentioned a monthly newsletter also goes out to increase communication and update Legislators on student projects and significant events. Work is on-going with Marketing and Communications in order to get student stories on projects and inventions to the media. This has shown to be successful, as one story on a student who invented a phone app that identifies fish when one is fishing was featured in the Lakeland Ledger. Florida Fish and Wildlife then saw the article and asked if they could work with the student.

Jessica report Poly Day at the Capitol will be April 4, 2017. This event was very successful last year, as 30 students attended and 30 meetings were held. The strategy is to match the students with their hometown Legislators. As was done this year, a Legislative Thank You Reception will be held.

Jessica explained newsletters are sent to Legislators giving them information on key updates regarding Florida Poly, such as the Applied Research Center. Additionally, at Polk Day at the Capitol, Legislators are given information about Florida Poly. The University will also participate in the Polk County Delegation Hearing, which is a community event where Legislators have an opportunity to hear the requests of the University and other constituents.

Jessica gave a brief summary of the Government Relations Plan, including the fiscal year goals, primary agencies, and key events.

Chair Frank Martin asked what percent of legislators in Tallahassee have been on campus. Rick Maxey explained that less than 5% of Tallahassee Legislators have actually been on campus, due to the parameters and interest of the Legislators in that area. Rick explained it is not expected that this number will increase as the University only targets Legislators based on their district, relationship with the University, and the committees on which they

serve. Rick noted that of the Legislators who are relevant to Florida Poly's district and University, nearly 100% have visited campus.

Trustee Philip Dur asked if it is fair to assume that the types of engineering programs graphed into Florida Poly will go far beyond the Tampa-Orlando corridor. Trustee Dur also stated he hopes that as the University develops more programs it will target industries and Legislators that support the kind of engineering disciplines that apply to areas other than those the University is currently working.

President Avent stated most of the disciplines Florida Poly are pretty broadly found across the state.

Trustee Dur stated the University can attract a lot of interest from Legislators who have people in their districts who have interest in those areas.

Rick stated that those types of companies can actually become the University's surrogates.

**Trustee Philip Dur made a motion to approve the 2017 Government Relations Plan. Trustee Don Wilson seconded the motion; a vote was taken, and the motion passed unanimously.**

**With no further business to discuss, Trustee Don Wilson made a motion to adjourn the Governance Committee meeting. Trustee Philp Dur seconded the motion; a vote was taken, and the motion passed unanimously.**

The Governance Committee meeting adjourned at 12:09 p.m.