

**FLORIDA POLYTECHNIC UNIVERSITY**  
**BOARD OF TRUSTEES**  
**MEETING MINUTES**  
**Florida Polytechnic University – Admissions Building**  
**4700 Research Way**  
**Lakeland, FL 33805**  
**February 3, 2014**

1. Call to Order

Chair Rob Gidel called the meeting to order at 8:45 a.m. Gina DeIulio called the roll: Chair Rob Gidel, Trustee Mark Bostick, Trustee Sandra Featherman, Trustee Dick Hallion, Trustee Scott Hammack, Trustee Kevin Hyman, Trustee Rob MacCuspie, Trustee Frank Martin, Trustee Bob Stork, and Trustee Don Wilson were present (Quorum).

Staff and Consultants: Ava Parker, Dr. Ghazi Darkazalli, Gina DeIulio, Dr. Mary Carpenter, Rick Maxey, John Gray, Maggie Mariucci, Tom Hull, Ray Galleno, Kevin Calkins, Crystal Lauderdale, Sean Malott, Scott Rhodes, Eric Callueng, and Pete Karamitsanis.

2. Approval of Minutes

The minutes from the December 16, 2013 and December 17, 2013 Board of Trustees meetings were presented for approval. **Trustee Featherman made a motion to approve the minutes. Trustee Stork seconded the motion, a vote was taken and the motion passed unanimously.**

3. Chairman's Report

Chair Gidel gave his report to the Board and advised that the Board and staff did exceptional work on the Business Plan. He has been sharing it with others in the academic community and they have been very impressed.

Chair Gidel requested the Board members to provide recommended credentials for the Presidential Search to Bill Funk Committee.

Trustee Featherman would like the master plan to be updated as the University changes and grows.

4. Public Comment

There were no requests received for public comment.

5. Chief Operating Officer's Report

Ava Parker gave her report to the Board and updated them on the status of the Board's goals and objectives.

Ava Parker introduced the new Director of Libraries, Kathryn Miller and updated the Board on the number staff.

Chair Gidel requested that Trustee MacCuspie put a book together of the faculty members and provide that to the Board.

Ava Parker gave an update on the Board of Governors and advised that the new Board of Governors Chair is Marshall Criser III. She also advised that there were three new members on the Select Committee for Florida Polytechnic University: Tom Kuntz, Wendy Link, and Ed Morton. She has met with each of the new members and has shared Florida Poly's goals with them. The Selection Committee requested a projection of cost per student and a dashboard on the six key milestones under the statute that created Florida Poly.

Ava Parker explained the Board of Governors' performance funding model. Trustee Wilson shared his concern that these measurements are not comparable to Florida Poly with it being a new University. Rick Maxey advised that the Board of Governors has given Florida Poly two years before it will be expected to meet the full requirements.

Ava Parker mentioned that there is an upcoming AGB National Conference on Trusteeship in Orlando and encouraged the Board members to attend.

## 6. Committee Reports

**Academic Affairs Committee.** Trustee Featherman gave an update on the Academic Affairs Committee.

### a. **Approval of the Graduate Admission and Graduation Requirements.**

**Trustee Featherman made a motion on behalf of the Academic Affairs Committee to approve the Graduate Admission Requirements for the Master of Science in Engineering and for the Master of Science in Innovation and Technology. A vote was taken and the motion passed unanimously.**

**Trustee Featherman made a motion on behalf of the Academic Affairs Committee to approve the Graduation Requirements for the Master of Science in Engineering and for the Master of Science in Innovation and Technology. A vote was taken and the motion passed unanimously.**

### b. **New Academic Degree Programs.** Dr. Mary Carpenter went over the requirements for the Master Degree Programs. She advised that the academic degree programs have been submitted to the Board of Governors.

Trustee Featherman made a motion on behalf of the Academic Affairs Committee to approve the Degree Programs. A vote was taken and the motion passed unanimously.

### c. **Regional Accreditation.** Ava Parker advised that she met with a consultant who has previously worked with SACS accreditation.

### d. **Faculty Hiring.** Dr. Darkazalli advised that they have hired 16 faculty members.

### e. **Online Education.** Tom Hull gave an update on e-learning and online education.

Ava Parker advised that the staff will be sending out a draft of the white paper regarding the online model.

### f. **Recruitment/Admissions Update.** Scott Rhodes welcomed the Board to the Admissions Center gave an update on the recruiting numbers. He advised most of the applications being received were from Florida, but they have received some from California and Texas.

Scott Rhodes advised that when the students are sent a letter of admission they are also advised that there are a limited number of seats available.

- g. **Financial Aid.** Eric Callueng explained the financial aid package procedure.

**Strategic Planning Committee.** Trustee Stork gave an update on the Strategic Planning Committee.

- a. **Strategic Plan.** Kevin Calkins presented the Strategic Plan. Ava Parker went over the strategic goals and objectives. Trustee Stork advised that if standard goals are set and they are not met, then Florida Poly could be penalized.

Ava Parker requested feedback on the goals and objectives be sent to Jackye Maxey or Bacogie Luke, and they will direct the information to the appropriate person. She advised that staff would like to finalize the document by the end of February 2014.

- b. **Legislative Update.** Rick Maxey gave the legislative update. He advised that March 11, 2014 will be a Polk County Day in Tallahassee, and March 25, 2014 will be a Florida Poly Day in Tallahassee.
- c. **Business Partnership Plan.** Sean Malott gave an update on the business partnership plan.
- d. **Marketing & Communications Progress Report.** Crystal Lauderdale presented a marketing update to the Board. She advised that the goal for the launch of the Florida Poly website will be the end of February 2014.

**Operations Committee.** Trustee Martin gave an update on the Operations Committee.

- a. **Residential Housing.** John Gray gave an update on the residential housing. Construction is currently in process and is scheduled to be completed prior to the University opening in August 2014.
- b. **Wellness Center.** Ray Galleno gave an update on Phase I of the Wellness Center.
- c. **Construction Update.** Pete Karamitsanis gave an update on the construction of the IST building. It is expected to be completed July 2014. He also gave an update on Phase I of the overall site development to be completed by October 2014.
- d. **Technology Subcommittee.** Trustee Martin gave an update on the Technology Subcommittee. Tom Hull presented the Information Technology Strategy (ITS) and went over the mission and vision of ITS. He advised that IT will have a strong student help desk available. There was some discussion on what the hours of the student help desk would be.

**Finance & Audit Committee.** Trustee Bostick gave an update on the Finance & Audit Committee.

- a. **Authorization of Annual Amount for Waiver of Tuition and Fees.** Rick Maxey went over the staff recommendation for the annual amount for waiver of tuition and fees.

**Trustee Featerman made a motion to authorize \$400,000 as the annual allocation for tuition and fee waivers for FY 2014-2015. Trustee Wilson seconded the motion, a vote was taken and the motion passed unanimously.**

- b. **Financial Review.** John Gray gave an update on the financial review and advised that FIPR was included in the review.
- c. **Consolidated Financial Statements.** The consolidated financial statements have been sent to the Board of Governors for review.

- d. **Foundation Board Update.** Maggie Mariucci gave an update on the Foundation Board. She advised that the Foundation Board and Ava Parker are working on a scholarship fundraising for the 500 incoming students. They are also working to expand the membership of the Foundation Board

Maggie Mariucci advised that Poly Vision is committed financially assist the Florida Polytechnic University Foundation Board reach its scholarship fundraising 6-month goal.

7. Consent Agenda

Chair Gidel requested a motion for approval of the consent agenda items: FPU-1.005 Discrimination and Harassment Complaint Policy and Procedures, FPU-6.003 Hours of Work and Overtime, FPU-6.006 Sick Leave Pool, FPU-6.007 Other Types of Leave, FPU-7.002 Student Financial Aid, FPU-7.003 Investment of Agency and Activity Funds, and FPU-8.002 Prompt Payment to Contractors/Vendors.

**Trustee Wilson made a motion to approve the consent agenda items. Trustee Martin seconded the motion, a vote was taken and the motion passed unanimously.**

8. Closing Remarks & Adjournment

With no further business to discuss, **Trustee Martin made a motion to adjourn the Board of Trustees meeting. Trustee Stork seconded the motion, a vote was taken and the motion passed unanimously.** The Board of Trustees meeting adjourned at 1:45 p.m.