AGENDA
Select Committee on Florida Polytechnic University
University Conference Center
University of West Florida
Pensacola, Florida
September 17, 2014
4:30 p.m. – 5:00 p.m.
or
Upon Adjournment of Previous Meetings

Select Committee Chair: Mr. Tom Kuntz
Members: Link, Morton

1. Call to Order and Opening Remarks   **Governor Tom Kuntz**

2. Approval of Select Committee Meeting Minutes   **Governor Kuntz**
       Minutes, June 18, 2014

3. Florida Polytechnic University Implementation Update   **Dr. Randy K. Avent,**
                                                                 President,
                                                    Florida Polytechnic University

4. Closing Remarks and Adjournment   **Governor Kuntz**

STATE UNIVERSITY SYSTEM OF FLORIDA
BOARD OF GOVERNORS
Select Committee on Florida Polytechnic University
September 17, 2014

SUBJECT: Approval of Minutes of the Committee's June 18, 2014 Meeting

PROPOSED COMMITTEE ACTION

Approve the June 18, 2014 minutes of the meeting of the Select Committee on Florida Polytechnic.

AUTHORITY FOR BOARD OF GOVERNORS ACTION

Article IX, Section 7, Florida Constitution

BACKGROUND INFORMATION

The Select Committee on Florida Polytechnic University will consider for approval the minutes of its June 18, 2014 meeting at the University of Central Florida.

Supporting Documentation Included: Minutes: June 18, 2014

Facilitators/Presenters: Governor Kuntz

MINUTES
STATE UNIVERSITY SYSTEM OF FLORIDA
BOARD OF GOVERNORS
JOINT MEETING OF THE STRATEGIC PLANNING COMMITTEE AND
THE SELECT COMMITTEE ON FLORIDA POLYTECHNIC UNIVERSITY
UNIVERSITY OF CENTRAL FLORIDA
ORLDANDO, FLORIDA
JUNE 18, 2014

*Video or audio archives of the meetings of the Board of Governors
and its Committees are accessible at http://www.flbog.edu.*

1.   Call to Order and Opening Remarks

Governor Dean Colson, Chair, Strategic Planning Committee, and Governor Tom
Kuntz, Chair, Select Committee on Florida Polytechnic, convened the joint meeting of
the Strategic Planning Committee and the Select Committee on Florida Polytechnic
University at 8:19 am. Members present for the Strategic Planning Committee were
Dean Colson, Patricia Frost, Richard Beard, Manoj Chopra, Daniel Doyle, and Edward
Morton. Members present for the Select Committee on Florida Polytechnic University
were Tom Kuntz, Wendy Link, and Edward Morton. Quorums were established for
both committees.

Governor Tom Kuntz outlined the foundation and purpose of the Select Committee and
provided information on Florida Statue 1004.345 that outlines Florida Polytechnic's
requirements.

2.   Consideration of the 2014-2015 University Work Plan

Governor Colson recognized Ms. Ava Parker, Chief Operating Officer of the Florida
Polytechnic University, to provide the University Work Plan.

Ms. Parker clarified the mission and vision of Florida Polytechnic developed by their
Board of Trustees, and the initiatives and focus of the university after it opens on
August 25, 2014 to be in line with the Board of Governors' initiatives. Ms. Parker
discussed Florida Polytechnic's focus on STEM degree programs to contribute to
Florida's high tech workforce. Ms. Parker provided information on Florida
Polytechnic's Academic Success Center for tracking student success throughout the
university experience.   Ms. Parker discussed Florida Polytechnic's investment in the
Innovation and Research Labs to include the Supercomputing and Student Data Center,
Media Lab, Entrepreneurship Lab, Visualization and Technology Collaboration Lab,
and Rapid Application Development Makerspace Lab. The labs will provide advanced
technology for students, faculty, staff, and the community to improve learning
outcomes, enhance research, and encourage innovation.

Ms. Parker discussed Florida Polytechnic's planned enrollment growth with the 2016 goal of 1,754 FTE. Ms. Parker stated that no new programs will be added at Florida Polytechnic until the university is granted accreditation. Ms. Parker continued her update by stating that Florida Polytechnic University does not have historical data at this time for Performance Based Funding metrics, and it will be some time before this information can be reported.

Governor Edward Morton asked about accreditation and the ability for students to transfer. Mr. Morton asked Ms. Parker if she has received input from other universities about transfers. Ms. Parker indicated that Florida Polytechnic has had discussions with the Board of Governors staff addressing transfer capabilities. Ms. Parker stated that her research has indicated that each university sets its own policies on transfer students and that discussions will continue with sister universities on how to address the issue after Florida Polytechnic has all courses loaded into the common course system. Ms. Parker stated that Florida Polytechnic is continuing its work toward accreditation.

3.   Florida Polytechnic University Implementation Update

Ms. Parker continued her update by discussing Florida Polytechnic's start date of August 25, 2014. In addition, Ms. Parker updated the committee on statutory requirements, facilities, faculty, students, scholarships, centers and institutes, online strategies, and campus security.

Ms. Parker updated the committee on Florida Polytechnic's faculty. She said that 23 of the 25 full-time faculty needed to start the first semester have been hired and that they have previous experience in academic institutions and industry. She noted, further, that 15 adjunct faculty have been selected, and are under contract.

Ms. Parker discussed academic programs, indicating that the academic degree program inventory has been approved as well as requirements by the Oversight Committee of the Articulation Coordinating Committee. Discussions are underway with various Florida Colleges to develop 2 + 2 AS to BS articulation agreements.

Ms. Parker updated the committee on centers and institutes. Florida Polytechnic has in place the Florida Industrial and Phosphate Research Institute. In the near term research will be conducted in Nanotechnology and Multifunctional Materials.

Ms. Parker stated that there is currently no timeline for online courses. At this time, Florida Polytechnic will rely on the Florida Virtual Campus and, in time look at online courses. In the future, Florida Polytechnic will address hybrid courses, online support materials, and then develop complete online courses and online degree programs.

Ms. Parker updated the committee on Florida Polytechnic's statutory enrollment of 1,244 FTE. Ms. Parker indicated that Florida Polytechnic had 2,903 undergraduate applicants with admits of 972. Ms. Parker noted that the printed materials show 543 students, but as of this committee meeting there were 552 undergraduate student deposits. Eighty-two percent are male and 18 percent are female; 437 are freshmen, 115 are transfer students, and 21% are Hispanic/Latino students. Ms. Parker indicated that the average SAT of the students is 1,775; the average ACT is 26; and the average GPA is 4.01.

Ms. Parker also gave an update on the student success center with a personalized library, Academic Success Center, Living–Learning Center, and the Innovation and Research Labs.

She advised the Committee on the fundraising for scholarships at Florida Polytechnic University. The goal is $5 million; $2 million has been pledged and received.

Ms. Parker stated that offices and systems have been established to include Admissions, Registrar, Financial Aid, Bursar, Library, Budgeting, Information Technology, Human Resources, and Student Information System. She added that the accreditation progress is moving forward with a pre-application workshop. Florida Poly has also appointed an accreditation liaison, accreditation consultant, and accreditation committees, has completed the second draft of the application and a draft assessment plan, and has implemented a data management system.

Ms. Parker said that the discipline specific accreditation is not yet applicable to Florida Polytechnic University. She noted that the Campus Control Center has been completed along with the Admissions Facility. The residence hall is in the process of being built and students will move in on August 20, 2014. The residence hall will have 240 beds with 100% of applications received with a non-refundable deposit.
Ms. Parker spoke of the Innovation, Science, and Technology Building and shared pictures of the facilities with the committee.

The Wellness Center Phase I is progressing with the structural framework in place. Ms. Parker provided an update on off-campus space to include One Poly Place, the Polk State College joint use buildings, and the warehouses.

Florida Polytechnic is working on its future master plan for facilities planning. The short range plan includes the Applied Research Center, the Administration Building, Residence Hall 2, and recreation fields.

Ms. Parker updated the committee on campus security. Florida statutes requires the University to provide police officers and the university has hired a police chief and has partnerships with the Lakeland Police Department and Polk County Sheriff's Office.

In closing, Ms. Parker indicated that Florida Polytechnic University is moving forward with statutory requirements, the facilities are on schedule and within budget, faculty hiring is almost complete, academic programs are being finalized enrollment is strong, and scholarship fundraising is on target.

Governor Wendy Link asked if Ms. Parker had considered sending a letter to incoming students to make sure they were still planning on attending Florida Polytechnic because students had applied such a long time ago. Ms. Parker called on Mr. Scott Rhodes, Director of Enrollment, to report what Florida Polytechnic is doing to address this issue. Mr. Rhodes shared that his office is touching base with students each week to make sure the interest is still there. To date, they have had only four or five students indicate they would not be attending on August 25, 2014.

Chair Kuntz thanked Ms. Parker for her presentation, and mentioned to the committee that on Thursday, May 22, 2014 staff from the Board of Governors visited the Florida Polytechnic University campus and came back with a positive report that the university is on track.

Chair Kuntz asked Ms. Parker about the SAT and ACT scores of admitted students relative to how they compared with admitted students at peer institutions. Ms. Parker indicated that the scores are in line with average scores in Florida universities.

Ms. Link asked if the Math SAT score was available. Mr. Rhodes indicated that he could provide the information at a later date.

Chair Kuntz commented on the red, yellow, green report indicating that it appeared everything was on track but that he was concerned about meeting deadlines. Ms. Parker indicated that she has a master schedule in place to make sure everything is delivered. Mr. Kuntz asked Mr. Rhodes how confident he was that 500 students will show up on August 25, 2014 for classes. Mr. Rhodes stated he was confident, as did Ms. Parker. Ms. Parker indicated that she anticipates the number of transfer students to change as Florida Polytechnic moves forward.

Ms. Frost commented that the faculty will make the institution. She inquired about whether Florida Polytechnic University had an orientation program. Ms. Frost suggested that they should have accepted 750 vs. 500 incoming students. Ms. Frost advised that she had concerns about the numbers for incoming students. Mr. Parker asked Provost Darkazalli to respond to Ms. Frost comments and he replied that 90% of the faculty is working with the admissions staff.

Mr. Morton asked Ms. Parker what Florida Polytechnic is doing with electronic textbooks. Dr. Darkazalli stated that the library will have electronic books in the library. Mr. Morton stated he would like to see Florida Polytechnic be the leader in electronic textbooks.

Mr. Cavallaro inquired about the student affairs division and the statutory requirement to have a student government organization. Ms. Parker stated that there is a Director of Student Affairs on board who is moving forward in working with students. The foundation is in place, but nothing will be done until the Fall with Florida Polytechnic student elections. Mr. Cavallaro offered his assistance in helping to start-up the student government organization.

Mr. Chopra asked about discipline-specific accreditation. He also inquired if there was a faculty senate at Florida Polytechnic. Dr. Darkazalli stated that the university would undertake discipline-specific accreditation at the appropriate time.

4.   Approval of Committee Minutes from June 18, 2014

Chair Kuntz asked for a motion to approve the minutes from the January 15, 2014 and March 19, 2014 committee meetings. A motion was made by Ms. Link, seconded by Mr. Morton, and the committee concurred unanimously.

5.   Closing Remarks and Adjournment

Having no further business, Chair Kuntz adjourned the meeting at 9:29 a.m.

_____   _____
Karen Dennis, Executive Assistant   Tom Kuntz, Chair

STATE UNIVERSITY SYSTEM OF FLORIDA
BOARD OF GOVERNORS
Select Committee on Florida Polytechnic University
September 17, 2014

SUBJECT: Florida Polytechnic University Implementation Update and Progress Report

PROPOSED COMMITTEE ACTION

For Information

AUTHORITY FOR BOARD OF GOVERNORS ACTION

Article IX, Section 7, Florida Constitution

BACKGROUND INFORMATION

In 2012, the Legislature created and Governor Scott signed the legislation establishing Florida Polytechnic University. Section 1004.345, Florida Statutes, requires that by December 31, 2016, the university shall achieve accreditation from the Commission on Colleges of the Southern Association of Colleges and Schools; initiate new programs in STEM fields; seek discipline-specific accreditation for programs; attain a minimum FTE of 1,244, with a minimum 50 percent of that FTE in the STEM fields and 20 percent in programs related to those fields; complete facilities and infrastructure; and have the ability to provide administration of financial aid, admissions, student support, information technology, and finance and accounting with an internal audit function. The university expects to enroll its first students in Fall 2014.

Florida Polytechnic University will provide brief remarks and respond to any questions from the Select Committee concerning its latest monthly progress update, including student enrollment, faculty recruitment, curriculum development, scholarship support, and budget and facilities.

Supporting Documentation Included: Progress Report

Facilitators/Presenters: Dr. Randy K. Advent, President,
                                   Florida Polytechnic University

FLORIDA POLYTECHNIC UNIVERSITY

Monthly Update to the Select Committee on Florida Polytechnic University

Implementation Tracking Report (July 2014)

Implementation Status Summary			
Criteria	**Issues**	**Completed**	**Good Progress**
A. STEM Academic Programs	5	3	2
B. Student Enrollment	4	2	(2 not begun)
C. Administrative Capability	2	2	
D. Accreditation	5	1	1 (3 not begun)
E. Discipline Specific Accreditation	1		(1 not begun)
F. Facilities & Construction	3		3
TOTAL	20	5	9

Legend:	✓ Completed	● Good Progress	● Slow Progress	● Poor Progress

1

Criterion A – Initial Development of New STEM Programs		
Statutory Due Date: 12/31/2016		**Progress Indicator**
A1 - New degree program proposals approved by the Florida Polytechnic university Board of Trustees	**January 2014: COMPLETED -** Program proposals were considered and approved by the Academic Affairs Committee of the Florida Polytechnic University Board of Trustees.	✔
A2 - New degree program proposals reviewed by BOG staff for inclusion in the SUS Academic Degree Program Inventory.	**February 2014: COMPLETED –** BOG has accepted the new degree program proposals and entered them into the SUS Academic Degree Program Inventory.	✔
A3 – Prerequisite courses approved by the Oversight Committee of the Articulation Coordinating Committee (ACC) and the ACC itself.	**July 2014:** The Oversight Committee voted to approve the University's prerequisite courses. The ACC approved the University's prerequisite courses on June 28, 2014.	✔
A4 – All college credit courses are entered into the Statewide Course Numbering System.	**July 2014:** All courses have been approved by the Statewide Course Numbering System. DOE has begun entering the University's courses in the Common Course Numbering System. **August 2014:** Courses continue to be input into the Common Course Numbering System.	🟢
A5 – Program faculty and general education faculty are in place.	**July 2014:** Sufficient program faculty are in place to develop curricula. We have hired 23 of 25 fulltime faculty[1]. Fifteen adjunct faculty have been selected and ten have been signed. **August 2014:** Ten of the 15 selected adjunct faculty have been signed.	🟢

[1]Florida Poly needs 25 instead of 30 fulltime faculty because of a higher than projected number of freshmen admitted.

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Criterion B – Enrollment of 1,244 FTE		
Statutory Due Date: 12/31/2016		**Progress Indicator**
B1 – Total students enrolled	**Fall 2014:** Status Reporting Date (Classes begin Fall 2014) **Spring 2015:** Status Reporting Date **Summer 2015:** Status Reporting Date **Fall 2015:** Status Reporting Date **January 2016:** Status Reporting Date **Summer 2016:** Status Reporting Date **Fall 2016:** Status Reporting Date	TBD
B2 – Number of completed applications received	**February 2014:** 2,846[1] (exceeds the goal for number of applications) **March 2014:** Status Reporting Date **April 2014:** Status Reporting Date **July 2014:** 2,983[1] (119% of goal for number of applications)	✔
B3 – Number of students admitted	**February 2014:** 922[1] (90% of the goal for the number of students expected to be admitted) **March 2014:** Status Reporting Date **April 2014:** Status Reporting Date **July 2014:** 1,029[1] (100% of the goal for the number of students expected to be admitted)	✔
B4 –Actual enrollments in each degree program.	**August 2014:** Status Reporting Date (Classes begin Fall 2014)	TBD

[1]As of July 30, 2014

TBD – To Be Determined *(no data or information currently exists to make a determination about progress)*

3

Criterion C – Administrative Capability		
Statutory Due Date: 12/31/2016		**Progress Indicator**
C1 – Capability to administer financial aid, admissions, and student support.	**Fall 2014:** Florida Polytechnic University has established offices for financial aid, admissions and student services.	✓
C2 – Capability to administer information technology, and finance & accounting with internal audit function.	**Fall 2014:** Florida Polytechnic University has a shared services agreement with UF and has hired an Executive Budget Director and a CIO.	✓

Criterion D - Accreditation		
Statutory Due Date: 12/31/2016		**Progress Indicator**
D1 – Pre-Application Workshop	**December 2013: COMPLETED -** A Florida Polytechnic University team attended the pre-accreditation workshop in Atlanta.	✓
D2 - Submit application for regional accreditation.	**July 2014:** Florida Polytechnic University has engaged a technical advisor to assist with preparing the application for regional accreditation. **August 2014:** The third draft of the application is being reviewed.	🟢
D3 – Regional accreditor Candidacy site visit.	**June 2015:** Status Reporting Date	TBD
D4 – Regional accreditor site visit.	**June 2016:** Status Reporting Date	TBD
D5 – Regional accreditor decision on accreditation.	**December 2016:** Status Reporting Date	TBD

TBD – To Be Determined *(no data or information currently exists to make a determination about progress)*

Criterion E – Seek Discipline Specific Accreditation		
Statutory Due Date: 12/31/2016		**Progress Indicator**
E1 – Contact discipline specific accrediting bodies.	**Fall 2014:** Status Reporting Date	TBD

TBD – To Be Determined *(no data or information currently exists to make a determination about progress)*

4

Criterion F – Facilities and Infrastructure		
Statutory Due Date: 12/31/2016		**Progress Indicator**
F1 – Complete the Innovation, Science and Technology Building for Fall 2014 start of classes.	**February 2014:** On time and within budget - Construction phase substantially complete by 6/30/2014 - Owner move-in 7/1/2014 - Final completion by 7/30/2014 - Site substantial completion 8/29/2014 - Final completion 10/31/2014 **June 2014:** Building is 90% complete. **July 2014:** Building is 94% complete. Staff moved into the IST in July 2014. Furniture has been moved in. Wood flooring is completed. Lab equipment is being installed. **August 2014:** Building is 98% complete. The punch list items and training remain to be completed. A substantial completion certificate was issued on June 30, 2014 and the University controls the building.	🟢
F2 – Complete the Residence Hall for 240 students.	**February 2014:** On time and within budget. Public/Private partnership. - Final completion move-in by 8/18/2014* - School starts 8/25/2014 **June 2014:** Outside enclosure complete. Most windows installed. Roof is on. Stucco has begun. Interior drywall 40% complete. **July 2014:** Outside enclosure complete. Most windows installed. Roof is on. Stucco has begun. Interior drywall 60% complete. Furniture began arriving. **August 2014:** Construction is on pace to meet the August 20, 2014 student move-in date. Furniture and appliances have been installed. Air conditioning is running and permanent power is on.	🟢
F3 – Begin construction of Phase I of Wellness Center and other site facilities or infrastructure.	**Spring 2014:** Structural frame is up. Exterior complete on two sides. Underground utilities complete. **Summer 2014:** Construction is on schedule to meet the substantial completion phase by August 30, 2014. Cafeteria buildout is nearing completion. **Fall 2014:** Status Reporting Date	🟢

Campus: The University has occupied the IST building. Lakes are completed. Road around the campus is complete. Parking lots are complete. Campus Control Center is complete and operating. Admissions Center is complete and operating. Roadway lights are being installed.

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