FLORIDA GULF COAST UNIVERSITY BOARD OF TRUSTEES

Tuesday, January 8, 2019

COHEN CENTER BALLROOM, ROOM #203
Florida Gulf Coast University

Meeting Minutes

Members:
Present: Trustee Blake Gable – Chair; Trustee Robbie Roepstorff – Vice Chair; Trustee Ashley Coone; Trustee Darleen Cors; Trustee Richard Eide, Jr.; Trustee Joseph Fogg III; Trustee Mike McDonald; Trustee Leo Montgomery; Trustee Kevin Price; Trustee Kenneth Smith (by phone); Trustee Stephen Smith; and Trustee Jalisa White.

Not Present: Trustee Christian Spilker (Excused Absence).

Others:
Staff Advisory Council (SAC) President Missy Berkley.

Staff: President Mike Martin; Provost and Vice President for Academic Affairs James Llorens; Vice President for Administrative Services and Finance, and Executive Director of FGCU Financing Corporation Steve Magiera; Vice President for University Advancement, and Executive Director of FGCU Foundation Chris Simoneau; Vice President and Chief of Staff Susan Evans; Vice President and General Counsel Vee Leonard; Vice President for Student Success & Enrollment Management Mitchell Cordova; Senior Vice President for Strategy and Program Innovation Mike Rollo; Director of Internal Audit Bill Foster; Director of Equity, Ethics and Compliance, and Title IX Coordinator Precious Gunter; Director of Operations Tiffany Reynolds; Assistant Director of Board Operations Tiffany Jackson Tramontozzi; Project Manager Melissa Pind; and Executive Assistant to the Vice President and Chief of Staff Bruna Ugolotti.

Item 1: Call to Order, Roll Call, and Welcome to New Trustee Ashley Coone
Chair Blake Gable called the meeting to order at 8:30 a.m. and stated that the noticed meeting was originating from the Cohen Center Ballroom on the campus of Florida Gulf Coast University. He requested Vice President and Chief of Staff Susan Evans call the roll. Roll call was taken with 12 of 13 members present, thus meeting quorum requirements. Trustee Christian Spilker was granted an excused absence.

Chair Gable welcomed new Trustee Ashley Coone, a graduate of FGCU, appointed to the FGCU Board of Trustees by Governor Rick Scott. Chair Gable asked Trustee Coone to say a few words. Trustee Coone thanked Chair Gable and stated not only was she an FGCU graduate, she was a former employee, and as such she brought
experience and passion for FGCU to the Board. She stated she was excited to serve on the FGCU Board of Trustees.

**Item 2: Consent Agenda** (See Tabs #1-3)

Chair Gable stated there were three items on the Consent Agenda: (1) Minutes of December 7, 2018 Meeting; (2) Resolution of Appreciation for Outgoing Trustee Russell Priddy; and (3) Eleventh Amendment and Restatement of FGCU Foundation Bylaws.

Chair Gable called for a motion to approve the Consent Agenda.

Trustee Darleen Cors made a motion to approve the Consent Agenda. Trustee Robbie Roepstorff seconded the motion. There was no public comment, or Board discussion. The vote was 10-0 in favor of the motion.

**Item 3: Presentation of Resolution of Appreciation for Outgoing Trustee Russell Priddy**

President Mike Martin and Chair Gable presented outgoing Trustee Russell Priddy the Resolution of Appreciation, which was read into the record by Vice President and Chief of Staff Susan Evans:

"Whereas, in 2001 there was created a new system of K-20 seamless education for the State of Florida, which included installation of the Florida Gulf Coast University Board of Trustees; and

Whereas, in 2011 Trustee Russell Priddy was named to the Florida Gulf Coast University Board of Trustees, a position he held until June 2018; and

Whereas, beginning in 2013 Trustee Russell Priddy held the Board’s position of Liaison to the FGCU Financing Corporation Board of Directors; and

Whereas, Trustee Russell Priddy served with great distinction on the Florida Gulf Coast University Board of Trustees during a period of time signified by Florida Gulf Coast University’s tremendous development and advancement, including with student enrollment; campus development for buildings and facilities; faculty and staff; academic degree programs; intercollegiate athletics; student organizations and activities; residential housing for students, and community outreach to the Southwest Florida region and the State of Florida;

Now, Therefore Be It Resolved that the Florida Gulf Coast University Board of Trustees wishes to express appreciation for Trustee Russell Priddy’s outstanding service, and wishes to recognize his commitment to Florida Gulf Coast University’s students of today and for generations to come."

Mr. Priddy stated it was an honor and privilege to serve on the FGCU Board of Trustees and to serve the students at Florida Gulf Coast University (FGCU) with the wonderful faculty and staff. He stated he enjoyed his seven years of service. He specifically thanked Vice President and Chief of Staff Susan Evans, Trustee Robbie Roepstorff, and
Chair Gable stated Mr. Priddy demonstrated exceptional dedication and devotion to FGCU. He said Mr. Priddy was a remarkable supporter of the University, and it was because of people like him that allowed FGCU to become what it is. President Martin concurred and thanked Mr. Priddy for his assistance and for his commitment to FGCU.

Item 4: Student Success – Enrollment Management Initiative (TAB #4)

Vice President Mitchell Cordova reported when the Student Success Initiative was launched in March 2018 the critical nature of getting the freshmen cohort off to a good start was a priority. He stated this was a program geared to launch the first year students into success. He reported the program was advertised on campus as Take Flight Eagles in 22 and housed in the Office of First Year Experience (FYE) and Retention Programs within the new Academic Engagement Unit. He explained prior to launching the program the freshmen were surveyed following orientation, but prior to enrollment in classes with the following findings: 68% of students surveyed indicated FGCU was their first choice school (in 2016 62% indicated FGCU was their first choice), and 7% indicated a plan to transfer (in 2016 12% planned to transfer). He reported of those surveyed: 96% planned to graduate from FGCU in 4 years or less, 42% indicated a status of first generation college student, 54% planned to work to finance their education, 33% indicated a combined family income below $50,000 per year, and 7% indicated a need to work to support a family. He explained the purpose of the survey was to better understand the University’s demographic and to provide a baseline for future annual surveys. He stated 83% of surveyed students were confident in the ability to be successful in college; however, many students expressed concern regarding their ability to manage time, to study with distractions, to write effectively, and to develop effective study skills. He reported 50% of students surveyed cited mental health as a significant concern. He stated FGCU had invested in the new Student and Community Counseling Center to help address student and community mental health needs. He reported 41% of students cited concern regarding physical health and said the construction of the University Recreation and Wellness Center would be critical in helping improve overall health and well-being. He stated 70% of students felt a sense of community was important, which was what the FYE was all about – trying to get students connected to campus. He indicated a successful student was a connected and engaged student.

Dr. Cordova explained the program’s purpose was to acquaint first year students with campus resources to help them to be successful while fostering an active engagement to campus; getting them involved with different organizations and departments which offered help to students; and increasing the level of engagement and connection to FGCU. He stated students learned about the Eagles in 22 program during orientation and registration began during the Weeks of Welcome and continued throughout the semester. He indicated registration in the program was not mandatory; however, 2,729 of 2,901 first year students registered (94% of the entering freshman class).
explained EAGLES was an acronym and the pillars of the program: Engagement, Academic Success, Global Perspectives, Lifestyle, Exploration, and Sustainability. He indicated there were a number of expectations for each pillar: Engagement - attendance during at least one Weeks of Welcome event; Academic success - attendance during various workshops, coaching sessions, tutoring sessions, supplemental instruction sessions and meetings with instructors; Global perspective - mandated participation in a diversity inclusion certificate program; Lifestyle - mandated completion of “My Student Body” (an interactive online wellness tool which focused on drugs, alcohol and sexual violence); Exploration - two mandated academic advisor meetings (one at the beginning and one at the middle of the semester); and Sustainability - mandated visit to the FGCU Food Forest.

Dr. Cordova indicated there were students not registered in the Eagles in 22 program who also participated in various events. He stated 95% of the total first-time-in-college (FTIC) cohort attended at least one Weeks of Welcome event; 98% attended the required new student meeting with an advisor; and 97% completed a preregistration advisor meeting for the spring term. He reported 8% met with a student success coach (staff who meet with students one-on-one and help them to improve their study habits) and only 17% attended supplemental instruction sessions. He reported 20% attended tutoring sessions which he viewed as favorable, but felt could improve. He stated 20% attended an approved diversity inclusion event; he also wished this number were higher. He reported 95% completed “My Student Body,” 96% completed the “Hazing Prevention” module, and 97% completed the “Active Shooter Training;” however, those three modules were required. He said that if students did not complete these, there were mandatory advising holds placed on the student record, and they would be unable to register for classes until completed.

Dr. Cordova reported of the students who registered for Eagles in 22, 95% enrolled for the spring 2019 term, while 5% who participated in Eagles in 22 did not. Conversely, of those students who did not participate in Eagles in 22, only 48% enrolled for the spring term, and 52% did not. Dr. Cordova mentioned there was a pretty sharp contrast between students who were engaged and those who were not engaged. He indicated the students who participated in Eagles in 22 held an average GPA of 2.87; those who did not participate held an average GPA of 1.98. He said those referenced students who did not participate in Eagles in 22 and who had a GPA below 2.0 were placed on Academic Warning. He reported students who participated in Eagles in 22 earned an average of 12 credit hours, while those who did not earned an average of 9 credit hours. He stated this year’s overall GPA for the freshman cohort was 2.81; last year (fall semester 2017) the average GPA was 2.77. He stated this demonstrated a dramatic increase for the Eagles in 22 students in GPA, as well as in student retention. He stated there appeared to be a direct correlation between participation in student activities and GPA. He stated 13% of students who participated in Eagles in 22 fell below a 2.0 GPA; 45% of students who did not participate fell below a 2.0 GPA. He explained the results were clear: engagement mattered.
Dr. Cordova stated the FYE and Retention Program was looking to expand resources to increase more sections of the SLS 1101 (The University Transition), a course which was focused on students acquiring academic skill development for courses with high D, F, W rates, such as college algebra, English, biology, etc. He explained these were courses designed to help students be successful in difficult courses and were taken during the same semester as the problematic course. He reported task forces were examining Living Learning Communities (LLC) programs to understand the efficacy. He stated there also was consideration regarding bringing back the common read program, which was the reading of a common book by students, faculty and staff, who then engaged in activities centered about the book. He stated a pre-semester immersion pilot program was being considered next fall for freshman students. He explained this pre-semester immersion was essentially an extension of the orientation session which focused specifically on critical topics which would not be covered during orientation.

He concluded he believed the new comprehensive FYE program was working well and producing positive outcomes. He stated the South Village Residence Hall Complex would continue to be the FYE destination. He explained 80% of freshmen lived in South Village. He reported planning for Eagles in 23 was well underway.

Trustee Richard Eide thanked Dr. Cordova for the presentation and asked if there were comparison statistics between 2016 and 2018 for all of the reported numbers. Dr. Cordova responded that it was a different survey than what was conducted in 2016 and not all of the questions aligned. Trustee Eide asked if the SLS 1101 University Transition courses were a new endeavor. Dr. Cordova responded that the classes had been available since 2013, however, the focus evolved over time to better meet the needs of students.

Trustee Joseph Fogg asked why only 50% of the students participated in the survey. Dr. Cordova responded the survey was voluntary; he wished more would participate. Trustee Fogg asked if a 50% response rate made the survey statistically valid. Dr. Cordova responded in the affirmative. Trustee Fogg noted only 6% of the first-year students did not register for the program. Dr. Cordova concurred; approximately 232 students did not register. Trustee Fogg asked about the diversity and inclusion certificate. Dr. Cordova responded it was a certificate which met the diversity and inclusion expectations and competencies at the University. Trustee Fogg asked for an explanation of the FGCU Food Forest. Dr. Cordova responded it was an area on campus in which students grew vegetables and learned about sustainable food sources.

Trustee Fogg asked how an academic advisor differed from a success coach and was it mandatory to visit a success coach. Dr. Cordova responded a success coach was staff within the Center for Academic Achievement (CAA), not the University Advising Services staff. He explained success coaches helped students acquire non-cognitive factors such as study habits, time management, etc. He stated students were not mandated to visit success coaches. Trustee Fogg inquired about “My Student Body.” Dr. Cordova explained “My Student Body” was a required interactive online module which taught the negative effects of alcohol and drugs, sexual violence, etc. Trustee
Fogg stated 20% of students attended tutoring sessions. He indicated, contrary to Dr. Cordova’s opinion, he felt this number should be lower. Dr. Cordova stated research was going into what type of students attended tutoring sessions, “B” students could be going into tutoring session wanting an “A”, or it could be failing students wanting to pass. Trustee Fogg asked if tutors were students or staff. Dr. Cordova responded both, as staff and peer tutors were available.

Trustee Roepstorff said that this was the data that the Board had been looking for and stated it was excellent information which demonstrated the importance of student engagement. She asked if the study would be published and made available to students so that they could see the outcomes of the data. Dr. Cordova agreed that it was a great question and stated that it could be published on the First Year Experience and Retention Programs’ webpage.

Trustee Cors asked how long it took for a student to see an advisor. Associate Vice President of Academic Engagement Andrew Cinoman responded it depended on if the student was seen by first year advising, exploratory advising, or in-college advising, as well as the ratio of student to advisor. He stated he understood in high traffic areas the delay had improved from 5 weeks to 2 weeks, while in low traffic areas appointments were made within a couple of days.

Trustee Roepstorff asked if the goal was to have it be a week or less wait time for any student needing advising. Dr. Cinoman responded that it depended on the area and agreed that would be a good goal to have. He said that it depended on the advisor-to-student ratio at the time that the student decided to come in for an appointment.

Trustee Roepstorff asked if advising and tutoring were one in the same. Dr. Cinoman stated that advising and tutoring were within the same unit of Academic Engagement but that the tutoring process was in the Center for Academic Achievement, which was a different department.

Trustee Roepstorff inquired about the timeframe in scheduling tutoring appointments. Director of the Center for Academic Achievement (CAA) P. Brandon Johnson explained tutoring appointments could be made online for next day sessions. He indicated a culture of proactivity was being promoted as opposed to “drop-by” tutoring. He explained this would prevent students from dropping by for a tutoring session an hour before a test, and allowed time for students to implement strategies learned from tutors. He stated over 30 subjects were supported through the CAA, mostly general education (1000 and 2000 level courses). He reported a tutoring pilot program was being implemented for several nursing program courses. He explained the supplemental instruction for the high D, F, W rate courses was conducted with a more drop-in feel. He stated tutoring was conducted by small group sessions, with no more than three students and which students could register days in advance and for ongoing tutoring sessions throughout the semester. He indicated students who scheduled ongoing tutoring sessions gained the best results.
President Martin said that geographically rearranging the campus also was being considered so there would be a one-stop-shop for all of these services around the center of campus. He said that was part of the reason why Counseling and Psychological Services (CAPS) was relocating to a new building as well as Adaptive Services.

Trustee Mike McDonald thanked Dr. Cordova for the presentation; he said he found the preliminary findings to be encouraging. He asked how completion of the required Eagles in 22 activities were tracked. Dr. Cinoman responded that there were two primary ways that students could track their activities. He stated that the student could track his own progress through the Eagles in 22 website, or a department could share the information with the FYE and Retention Programs office. Dr. Cinoman stated eventually EagleLink would be used as it was more efficient and would allow departments to enter data. Trustee McDonald asked how students were kept accountable. Dr. Cinoman responded it depended upon the area; for example a student could not register prior to seeing an advisor for a new student meeting, as a hold would be placed on the student’s account until this was completed.

Trustee Kevin Price asked what the Soar in 4 program was and how the user experience differed from the Eagles in 22 program. Dr. Cordova explained that Soar in 4 was the back-end rebate incentive program. He said students were told that if they met certain requirements, graduated in four years and were employed, then they would receive a rebate on first-year tuition. Trustee Price recommended combining the incentive programs into a one-stop registration/self-reporting area to simplify matters for incoming students, or otherwise it could be overwhelming. He asked if there was a budgeting/financial literacy program available for students. Dr. Cordova responded in the affirmative, and that it was offered through the Office of Financial Aid and Scholarships. Trustee Price cautioned against assuming engagement always increased GPA; an argument could be made that students who had the traits to strive for a high GPA also were the same students who would strive to be engaged. He stated focusing on the students who were not engaged, getting said students engaged, and determining if this improved GPA would be a better study.

Trustee Fogg asked how much financial aid had been increased to support incoming students. Dr. Cordova stated FGCU financial aid increased by $1 million to support student success this academic year through transfer student scholarships, institutional aid, merit based scholarships, summer scholarships, etc. Trustee Fogg asked how much financial aid was available prior to the increase. Dr. Cordova responded financial aid increased from $5 million per year to $6 million per year.

Trustee Coone asked if the students who received a GPA lower than 2.0 were required to utilize CAA services, and if so, did Dr. Cordova collect and evaluate data regarding the outcome of students who utilized the CAA program. Dr. Cordova responded in the affirmative to both questions.
Chair Gable asked if Dr. Cordova had plans regarding the students who did not register for the Eagles in 22 program. Dr. Cordova responded in the affirmative. He explained plans were underway to better market the Eagles in 22 program, to determine if the events were matched to the students who were admitted and to determine if the services provided aligned with what students were looking for and needed.

**Item 5: Standing Report from United Faculty of Florida (UFF)/FGCU Chapter**

Chair Gable introduced Dr. Win Everham, President of the United Faculty of Florida (UFF)/FGCU Chapter, whose report was being made in conjunction with the collective bargaining agreement provision that provides an opportunity to speak to FGCU Board of Trustees agenda items which affect the wages, hours, and other terms and conditions of employment of employees.

Dr. Everham thanked the FGCU Board of Trustees for ratifying the Collective Bargaining Agreement (CBA). He reported it was a very complicated process and he appreciated the way in which the complications were addressed in non-confrontational manners without lawyers and no grievances filed. He indicated changes to Regulation 5.020 (grievances) would be reviewed during the meeting. He indicated Regulation 5.020 did not relate to the individuals he represented and it did not impact the CBA. He stated the Union participated yesterday in a meeting brokered through the Office of the Provost and Vice President for Academic Affairs and the Office of the University Ombuds to review FGCU’s conflict resolution processes on campus. He stated FGCU was a good institution which recognized there would be interpersonal conflict and had leaders who engaged processes to improve conflict resolution.

Dr. Everham stated bargaining would begin again next month, and salaries and benefits were being reviewed at present.

**Item 6: Standing Report from FGCU Foundation Board of Directors**

Chair Gable called on Vice President for University Advancement, and Executive Director of FGCU Foundation Chris Simoneau to give the report on behalf of Foundation Board of Directors Chair David Holmes, who was unable to attend today’s meeting.
Mr. Simoneau reported the last quarter of the Foundation was straightforward. He reported fundraising and events continued at pace and remained on track for the $25 million goal for the year. He stated the Eagles Club continued to grow in support of the Athletics program and this year’s “Night at the Nest” was the most successful ever. He reported WGCU revenues were slightly ahead of last year. He stated the audit of the Foundation had been completed with a new audit firm for the first time in 15 years and would be reviewed later in the agenda. He indicated the Foundation received a clean opinion. He stated the fragility and inconsistency in financial markets had the Foundation paying close attention to its nearly $100 million investment portfolio. He stated daily fluctuations reinforced the commitment to the Outsourced Chief Investment Office model adopted in 2015. He reported the Foundation remained a long-term investor with a strong investment policy statement which continued to guide them during periods of turmoil. He stated the Foundation Finance Committee was blessed to have strong senior financial experience which kept a close eye on the assets. He stated the Foundation continued to explore possibilities in real estate; however, there were no deals on the horizon. He indicated the Foundation continued to seek new Board members which represented the diversity of the region, and he welcomed any member recommendations from the FGCU Board of Trustees. He stated the Foundation continued to grow as an alumni association with over 30,000 members. He stated the Foundation recently received a major financial pledge to one of the University’s top priorities in the strategic plan. He explained the details were not finalized and he looked forward to sharing this good news in its entirety at the next FGCU Board of Trustees meeting. He thanked the members of the FGCU Board of Trustees who made financial commitments to the Foundation. He stated the Foundation remained strong and committed to the University’s strategic plan.

**Item 7: Standing Report from FGCU Financing Corporation Board of Directors**

Chair Gable called on Vice President for Administrative Services and Finance, and Executive Director of FGCU Financing Corporation Steve Magiera to present the report on behalf of FGCU Financing Corporation Board of Directors Chair Joe Catti, who was unable to attend today’s meeting.

Mr. Magiera stated the last meeting of the Financing Corporation was held on December 5, 2018. He stated the financial statements and budgets were reviewed. He indicated the financial statements were excellent, and the budgets had favorable variances. He reported larger than expected revenues over expenditures because of the increase in student housing occupancy in both the fall and spring semesters. He indicated FGCU had $24 million in variable bonds which was about 12% of the total debt. He stated this June the current letter of credit would expire with the bank; staff would work with the Financial Advisor to do an Invitation to Negotiate (ITN) to banks to determine available rates, and to investigate other options. He reported student housing occupancy currently was at 97.3% which was excellent as projections were built on 93% occupancy; however, the outside competition would continue to be monitored.
Trustee Eide asked if the Financing Corporation had been reviewed by the rating agencies. Mr. Magiera responded in the affirmative; a rating agency call was received from Standard & Poor's, and the report would be received before the end of January. He stated no concerns were issued during the call. Trustee Eide stated he was hoping for an upgrade. Mr. Magiera stated Standard & Poor's indicated there would be no upgrade; several years of increases were required for an upgrade. He explained FGCU’s recent renovations had prevented excess revenues over expenditures over the past several years, which prevented an upgrade.

Item 8: Chair’s Report
Chair Gable stated he and President Martin traveled the state attending the following Board of Governors (BOG) Meetings: New College of Florida (NCF) in September, University of South Florida (USF) in October, and Florida Atlantic University (FAU) in November (Trustee Summit). He stated he felt President Martin did an excellent job representing the University before the BOG. He reported in a few weeks he and President Martin would attend another BOG meeting in Miami. He stated the BOG asked several universities to give an update on the four year graduation rate, which would be discussed later in the agenda. He reported in September the FGCU Board of Trustees approved a bachelor’s degree program for construction management, and it would be presented to the BOG for final approval in January.

Item 9: President’s Report
President Martin welcomed Trustee Ashley Coone to the FGCU Board of Trustees. He reported the Construction Management program would be presented to the BOG at the end of the month. He reported Mr. Fred Pezeshkan would participate in the BOG meeting as an industry representative and advocate for the Construction Management program at FGCU. He explained the program was developed entirely with input from the industry and with a significant amount of commitment both in terms of designing the program and financial aid, to ensure the program was successful. He reported it was designed according to the Southern Association of Colleges and Schools (SACS) and the American Council for Construction Education (ACCE) accreditation requirements. He reported the degree exceeded 120 hours, but met the same standards and had the same basic requirements of the other Construction Management programs in the State. He explained FGCU’s was modeled after the program at the University of Florida (UF). He reported it would have a strong workforce component, and the employers in the region had committed to providing financial assistance to students, as well as internships and co-operative programs (co-ops). He indicated the program could be completed successfully in four years.

President Martin indicated FGCU was exploring the possibility of creating a seventh college which would bring together some disparate units and create a central conversation area around community engagement, online education, the FGCU Completes program, and summer school. He explained conversation in this regard
would continue to determine if creating a unit to consolidate some of the slightly non-
traditional areas of academics and community service made sense.

President Martin reported three major searches were underway by a single firm for the
Director of the Bower School of Music and the Arts, the Associate Vice President for
Enrollment Management, and the Dean for the Marieb College of Health and Human
Sciences. He noted that Dr. Elaine Nicpon Marieb, for whom the Marieb College is
named, passed away recently. He stated Dr. Marieb was one of the most published
academics in the history of academia in the United States; her textbooks were used
worldwide. He stated her accomplishments were astounding, as was her willingness to
partner with FGCU. He stated he hoped FGCU students would take a moment to look
at Dr. Marieb’s career, her accomplishments, and what she did with the results of her
accomplishments. He reported Marieb Day at FGCU would be celebrated on February
22.

President Martin indicated there were many construction projects in motion. He
reported parts of the Emergent Technologies Institute (ETI) would be reassigned to
enable support of the water research initiative as FGCU awaited the Legislature’s
concluding investment in Academic Building 9 (AB9). He explained the lab space at the
ETI, which currently was underutilized, would be used for water quality research. He
stated there was an initiative proposal currently before the Legislature, going through
the Board of Governors (BOG), for which he would be visiting with the local delegation
in Tallahassee to discuss. He stated he would be working closely with new Governor
Ron DeSantis on a major water initiative. President Martin recognized four FGCU
student interns with the Office of Government Relations who would help represent
FGCU during the 2019 Legislative Session: Megan Kelly, Eric Schau, Jordan Stynda
and Hannah Vogel.

President Martin stated in addition to the Strategic Plan approved last year, he had four
primary objectives which he considered daily: first, to continue to build a culture of
"students first" on campus; second, to implement change in the administrative and
leadership model to improve effectiveness and efficiency; third, to expand and improve
the ways FGCU served the citizens and communities of Southwest Florida and beyond;
and fourth, to make critical investments in facilities, technology and human resources
that would carry FGCU through the next two decades of development.

Item 10: Academic/Student/Faculty Affairs Committee (See Tabs #5-7)
Chair Gable indicated Committee Chair Christian Spilker was unable to attend today’s
meeting, and thus he would handle these items. He noted there were three action items
and asked Dr. Cordova to present the first item.

FGCU 2018 Four-Year Graduation Rate Improvement Plan Update for the Florida
Board of Governors (TAB #5)
Dr. Cordova reported the Four Year Graduation Rate Improvement Plan was approved
at the May 1, 2018 meeting of the FGCU Board of Trustees. He stated the Plan was a
requirement of Senate Bill 4 (SB4) Legislation, which passed last session. He stated the Florida Board of Governors (BOG) approved the Plan at its June meeting as a part of the Accountability Plan submitted, and the Plan was put into a template format requested by the BOG. He explained the Plan included academic curricular policy and financial areas which would improve the four-year graduation rate. He stated during the BOG meeting in June, President Martin was asked to return in January to give an update on the Four-Year Graduation Rate Improvement Plan as it related to the financial strategies employed. He reported before the Board today was a document which summarized the Four-Year Graduation Rate Improvement Plan and the financial aid aspects of the document, and reflected what President Martin would present at the BOG’s January meeting.

Trustee Eide made a motion to approve the FGCU 2018 Four-Year Graduation Rate Improvement Plan Update for the Florida Board of Governors. Trustee Jalisa White seconded the motion. There was no public comment, or Board discussion. The vote was 12-0 in favor of the motion.

**New Degree Program: Bachelor of Science in Environmental Geology (TAB #6)**

Chair Gable called on Provost and Vice President for Academic Affairs James Llorens to present the next two items.

Provost Llorens reported that upon approval by the FGCU Board of Trustees, two new degree programs would be submitted to the Board of Governors (BOG); one was in Environmental Geology and the other was in Supply Chain Management. He stated both of these degrees address needs in Southwest Florida. He stated Associate Vice President for Academic and Curriculum Support Cathy Duff and staff had reviewed curriculum, budgeting, staffing, etc., and ensured FGCU adhered to the BOG guidelines. He explained the cost for the new degree programs would be covered with reallocation of basic expenditures and new Educational and General Expenses (E&G) funds. He stated there was a demand for both new degrees, which would strengthen FGCU's academic offerings. He asked approval to submit the degree programs to the State. He explained this did not require approval by the BOG as the degrees met the guidelines. He stated the programs would be implemented in the fall of 2019.

Trustee Fogg made a motion to approve the New Degree Program: Bachelor of Science in Environmental Geology. Trustee McDonald seconded the motion.

Trustee Stephen Smith asked for an explanation of the startup cost. Provost Llorens explained there would be new courses which would be taught by existing faculty.

Trustee S. Smith asked if the cost was an additional cost or a reallocation of cost. Provost Llorens explained the cost fit within the overall professor salaries and if there was an extra course it could be taught by an adjunct; however, no new faculty would be required.

Trustee Eide asked if demand for the two degrees existed amongst the students. Provost Llorens responded a tremendous interest had been expressed, especially with
environmental sustainability issues. He stated with the direction of FGCU in water research and environmental quality, environmental geology was an excellent fit and would utilize available expertise in environmental sciences. Trustee Eide asked if it was fair to say student demand drove the development of new degrees. Provost Llorens responded in the affirmative, saying that student demand was a driving factor, along with community need.

Trustee Coone asked how new degree programs that students desired most were determined. Provost Llorens responded attention was paid to interest expressed in FGCU’s various minor degree programs, and the professors gleaned information from students regarding courses and programs of interest to students. He explained community trends and national trends also were considered. He stated it was important to understand student demands, but it was also important to understand and identify where workforce trends were going nationally and maneuvering FGCU to be in a position to enable students to meet regional and national workforce demands. Trustee Coone asked if a survey was conducted of the students. Provost Llorens responded in the negative; he relied upon faculty, chairs, deans, statewide trends, other institutions’ degree offerings, etc. Trustee Coone asked if there was a risk involved in implementing new degree programs. Provost Llorens responded in the negative by saying that extensive research was conducted prior to implementation to determine the overall need, and degree program current delivery on a statewide basis. Trustee Coone asked what he meant when he said the BOG would not approve the degrees. Provost Llorens explained approval of the two degrees did not require an action item by the Board of Governors at a meeting; however, Academic Affairs staff at the State University System (SUS) reviewed the degrees and determined if all State requirements were met, as well as if there was a demand for the degrees.

Trustee Roepstorff asked if the SUS academic staff made certain there was not duplication within the State University System. Provost Llorens responded in the affirmative. He indicated when the University produced graduates in these degree programs, job placement results and success of the programs would be tracked and reported to the FGCU Board of Trustees.

Trustee Price asked about programs which may need to be retired. Trustee Roepstorff stated staff and departments routinely reviewed the degrees to determine what was becoming obsolete. Provost Llorens stated the Office of Academic Affairs regularly reviewed degree programs and enrollment to determine if interest in a degree program was waning. Trustee Price stated he believed the Supply Chain Management would be a successful degree program due to employer interest. He asked if there was a financial sponsor for it. Provost Llorens responded in the negative, but said he believed there would be financial support both in terms of scholarship support, as well as internships. Trustee Price recommended in the future obtaining a verbal commitment or a letter of intent indicating a financial sponsor’s intention to assist in offsetting costs prior to development and implementation of new degree programs.
There was no public comment, or further Board discussion regarding the motion to approve the New Degree Program: Bachelor of Science in Environmental Geology. The vote was 12-0 in favor of the motion.

**New Degree Program: Bachelor of Science in Supply Chain Management (TAB #7)**

Based on the discussion just held for both new degree programs, Chair Gable called for a motion to approve the New Degree Program: Bachelor of Science in Supply Chain Management. Trustee S. Smith made a motion. Trustee Cors seconded the motion. There was no public comment, or Board discussion. The vote was 12-0 in favor of the motion.

**Item 11: Finance, Facilities and Administration Committee (See Tabs #8 -10)**

Chair Gable called on Committee Chair Ken Smith to present this information.

Trustee K. Smith stated there were two information items and two actions item on the agenda. He called on Vice President for Administrative Services and Finance, and Executive Director of FGCU Financing Corporation Steve Magiera to present the first three items, followed by Vice President and General Counsel Vee Leonard for the remaining items.

**Update on Building Projects Underway**

Mr. Magiera made a presentation regarding the various building projects which were under way. He provided an updated on the following projects:

- **South Village Boulevard** (the South Access Road, and third campus entrance): The road is comprised of a two-lane portion and a four-lane portion, bicycle lanes, sidewalk, and supporting utilities; was 0.5 mile long, and would be opened to traffic within the next week.

- **Cohen Center Multipurpose Room**: This is a multipurpose room which would be opened in August 2019 and cost approximately $1.6 million to complete.

- **Central Energy Plant (also known as the Chiller Plant) Phase 3 Expansion**: This project was 45% complete and would be completed in March 2019 with a total budget of $2 million for building renovations and $4 million in equipment. Staff had requested PECO money for this project for years which was never granted; available funding was identified.

- **Student and Community Counseling Center**: Located by the Family Resource Center, this is an $8 million project targeted for opening in August 2019.

- **University Recreation & Wellness Center**: This was a large project with a total budget of $18.5 million, for which several funding sources were utilized. Mr. Magiera thanked the Foundation and the donors who gave to the Foundation for the building. He said there was another piece that was a loan from the Financing Corporation to help with the costs. The bulk of the financing was from student money. He stated it was targeted for opening in January 2020.
Trustee Roepstorff asked for transparency purposes if the funding for the various projects came from the appropriate buckets. Mr. Magiera responded in the affirmative. He reviewed the projects’ funding sources, as detailed below. It was agreed all funding sources were appropriate.

- **South Village Boulevard**: No carryforward funds were being used. PECO funding was used for this project.
- **Cohen Center Multipurpose Room**: Carryforward funds were used but costs were under the required $2 million and 10,000 square feet threshold.
- **Central Energy Plant Phase 3 Expansion**: Construction was funded using auxiliaries ($2 million), and carryforward funds were used for the Equipment ($4 million.) There is no carryforward limit for equipment.
- **Student and Community Counseling Center**: No carryforward funds were being used. Auxiliaries were used.
- **University Recreation & Wellness Center**: No carryforward funds were being used. This project was funded using the students’ Capital Improvement Trust Fund (CITF), and Foundation donations.

Trustee Eide asked if the Student and Community Counseling Center and the University Recreation & Wellness Center had dedicated parking. Mr. Magiera responded in the affirmative. He said some of the parking already was there but additional parking was being added.

Trustee McDonald asked if the Cohen Center Multipurpose Room was considered an expansion/renovation. Mr. Magiera responded that it was considered a renovation because the floor/patio was already there and additional square feet was not being added.

**Finance/Budget Update (TAB #8)**

Mr. Magiera reported revenues had a positive variance of 1.11%, which equaled approximately $1.4 million, while expenses had a positive variance of 6.3%, which equaled approximately $7.8 million. He reminded the Board that President Martin’s plan was to not distribute the monies immediately, and thus generate carryforward funds at the end of the year. He said normally they would not want to have a lot of carryforward funds at the end of the year, but they had to generate them this year for significant renovations in support of student success, such as the “one-stop shopping center” in the plaza area. He stated he did not yet have the renovation plans or costs. He reported the budget reflected $2 million which had not been distributed, but would be distributed shortly.

President Martin indicated he called this “strategic procrastination.” He explained the budget staff would hold off until they could cover some of these projects, and then encumber the funds for the projects so monies would not appear as carryforward funds on the first of the fiscal year.
Regulation: FGCU-PR5.020, Appeal of Disciplinary Actions (TAB #9)

Mr. Magiera reported Regulation FGCU-PR5.020 addressed disciplinary action and appeals. He explained in the past, this Regulation included detailed procedures; however, the new Regulation would be much more succinct and simplified. He reported there was a Policy which would accompany the Regulation. He indicated the Policy had been distributed to the campus community of faculty and staff for feedback purposes, and only grammatical feedback was returned. He explained previously the Regulation indicated if an employee had a disciplinary action against him, the employee was notified, and put on leave; the disciplinary action went in the file; and the employee had a certain amount of time to file a grievance to meet with his Vice President and discuss the situation. He reported the new Regulation reversed the process; it gave employees the opportunity to speak with their Vice President prior to official action being taken. He stated the purpose was to create a more positive environment and possibly eliminate some disciplinary actions. He indicated the Regulation applied to out-of-unit faculty. He stated if the FGCU Board of Trustees approved the Regulation, the President would sign the accompanying Policy.

Trustee Eide made a motion to approve Regulation: FGCU PR5.020, Appeal of Disciplinary Actions. Trustee McDonald seconded the motion.

Trustee Price asked for clarification of out-of-unit faculty. Mr. Magiera explained out-of-unit faculty were not subject to the Collective Bargaining Agreement (CBA), and applied to such positions as deans, department chairs, etc.

There was no public comment, or further Board discussion regarding Regulation: FGCU PR5.020, Appeal of Disciplinary Actions. The vote was 12-0 in favor of the motion.

Regulation: FGCU-PR1.005, Direct Support Organizations (TAB #10)

Vice President and General Counsel Vee Leonard noted that Regulation FGCU-PR1.005, Direct Support Organizations, was recently revised to comply with Senate Bill 4, which was passed during the last Legislative Session. She explained the revisions primarily provided for the FGCU Board of Trustees to make at least one appointee to each Direct Support Organization (DSO) Board of Directors; provided for the FGCU Board of Trustees to approve all members of the respective Boards for the Direct Support Organizations; placed a cap on salaries for DSO employee (of which FGCU had none); and established thresholds for capital projects, the issuance of debt, and the procurement of goods and services, as well as real estate. She indicated there was reference in the Regulation to the Resolutions on Presidential Authorizations that the FGCU Board of Trustees initiated a couple of years ago; therefore, the powers, duties and requirements in this Regulation also were addressed in the President’s Authority provided in the Resolutions on Presidential Authorizations.

Trustee Montgomery made a motion to approve Regulation: FGCU-PR1.005, Direct Support Organizations. Trustee White seconded the motion.
Trustee Montgomery asked if the approval of the Regulation would impact operations of the Foundation. Mr. Simoneau responded in the negative. He said that the Foundation was already compliant with the majority of the changes, and the only thing that was not previously done was the FGCU Board of Trustees' approval of appointments to the DSOs. Mr. Simoneau said that he thought it needed to be determined what “all appointments” actually meant.

Trustee Cors commented on page 4 of the Regulation it read no approval was required to accept gifts of real estate, and she asked if FGCU ever not accepted gifts of real estate. Mr. Simoneau responded that there were certain rules within the Foundation of proposed gifts that are not accepted, for instance, timeshares. He said that the Foundation does an assessment of a proposed gift of real estate, and if it failed an environmental inspection, for example, then it would not be accepted. He said if it does not fit the FGCU Strategic Plan, or if the carrying cost was more than the value of the real estate it is not accepted.

Trustee K. Smith stated it was unclear what the exact role of a DSO liaison was, and he felt it was important to properly define and clarify the role of a DSO appointee. Trustee Fogg thanked Trustee K. Smith for bringing attention to this matter. He stated the Audit and Compliance Committee in particular had raised this issue in the past. He stated the Audit Committee’s role was clarified in relation to the DSOs, and it was agreed Director of Internal Audit Bill Foster would cover the responsibilities; however, it was not clear what the BOG meant in terms of responsibility for the DSOs. He encouraged the administration to press the BOG to be clear, perhaps with a very specific BOG Regulation on what the FGCU Board of Trustees’ responsibilities were, or were not, in terms of the DSOs.

Trustee Montgomery stated he asked the same question yesterday, and as the liaison for the FGCU Foundation Board of Directors, he wondered if he had a greater responsibility to report to the FGCU Board of Trustees and to determine compliance of activities and regulations. Trustee K. Smith indicated it was important to better understand the various position responsibilities; not understanding responsibilities did not erase responsibilities.

There was no public comment, or further Board discussion regarding Regulation: FGCU-PR1.005, Direct Support Organizations. The vote was 12-0 in favor of the motion.

Chair Gable stated he and President Martin would raise this subject with the Board of Governors at the next BOG meeting and ask for more clarity.

Item 12: Audit and Compliance Committee (See Tabs #11 – 15)

Chair Gable called on Audit and Compliance Committee Chair Joseph Fogg to present these items.
Trustee Fogg reported the Audit and Compliance Committee met on December 3, 2018 and had five items to recommend for approval. He called on Director of Internal Audit Bill Foster to start with the first action item.

**International Travel: Outgoing Students and Faculty Audit (TAB #11)**

Mr. Foster indicated the report presented a limited scope audit of International Travel (outgoing students and faculty) managed by Academic Affairs, and Student Success & Enrollment Management for programs offered during the Spring, Summer and Fall 2017 semesters. He stated the evaluated programs from various offices were conducted in general compliance with applicable laws, rules and regulations, as well as University policies and procedures.

Mr. Foster explained international travel took place through different types of programs, such as Faculty Led Study Abroad (FLSA), internships, non-credit volunteer and work experiences abroad, exchange programs, and trips associated with registered student organizations (RSOs). He noted, depending on the type of program, different Florida Gulf Coast University (FGCU) departments, offices or colleges provided oversight while the International Services Office (ISO) served as a central hub for international travel information and assisted students and other departments with orientation training for programs that ISO did not directly manage. He reported export/import regulations were reviewed in the context of international travel, as well as Federal regulations which could restrict travel abroad and currency exchange rates. He explained the review did not include programs where international students attended FGCU, nor Athletics since student-athletes must travel in accordance with NCAA guidelines.

Mr. Foster listed the observations and recommendations under **Objective A.** He said under the first item **International Services Office: Record Keeping,** crisis management training attendance records for three faculty leaders with copies of signed waivers and release agreements for 15 students were requested from the International Services Office for three Faculty Led Study Abroad (FLSA) programs, as well as pre-departure orientation training records for all participants. He reported it was discovered that although pre-departure sessions were provided, attendance records were not maintained for either faculty or students; additionally, copies of the signed waiver and release agreements could not be located for three of the 15 students. He stated it was recommended the International Services Office (ISO) enhance its procedures to document attendance at required trainings and ensure that signed waiver and release agreements were properly retained for all participants. He reported management agreed with the recommendation and indicated the critical importance of documenting student and faculty leader participation in Pre-departure Orientations was noted and would be addressed by continuing to provide these sessions in person or on-line, and ensuring that participant attendance and completion of training was recorded via participant signature.

Mr. Foster stated the second item was **International Services Office, University-Wide Policy or General Guidelines for International Travel.** He reported travel abroad activities which involved students and faculty not managed by the International Services
Office, but sponsored by FGCU, such as performance tours, internships, etc., were reviewed. He reported the departments which managed these types of international activities formally knew to contact ISO for training and insurance, but failed to cover additional core areas that should have been addressed prior to travel. He indicated the responsibility for developing University-wide formal guidelines which covered best practices and attributes of international travel should be assigned to the International Services Office with guidance from the Office of the General Counsel. Additionally, he said these guidelines should be communicated to all persons and entities involved in international travel. He reported management recognized the need for University-wide formal guidelines for international travel and efforts were underway to pursue the implementation of best practices, including development of institutional policy with guidance from the Office of General Counsel.

Mr. Foster stated the third item was Lutgert College of Business (LCOB) Lack of Waiver of Liability. He explained the LCOB did not require outgoing exchange students to sign a waiver of liability. He stated it was recommended that the LCOB exchange program personnel work collaboratively with the Office of the General Counsel to identify the appropriate waiver of liability to be completed by all exchange program participants. He reported management agreed with the observation and recommendation.

Mr. Foster stated the fourth item was Registered Student Organization: No Agreement with Sponsoring Third Party. He explained the selected Registered Student Organization (RSO) which sent volunteer students abroad each year to participate in health and development programs did not have a signed written agreement with the sponsoring third party organization. He stated it was recommended the Office of Student Involvement ensured RSO agreements with third party organizations were approved and signed off by both parties, with copies maintained and available for review. He explained the University was not legally responsible for these agreements. Campus Life provided general oversight, but it was the responsibility of the RSO to maintain the necessary documentation for their activities. He stated an agreement was signed between the president of the RSO and the third party on May 14, 2018 which automatically renewed for one year periods unless terminated by either party before expiration. He stated management responded by indicating although the RSO was not a legal entity of the University, the Office of Student Involvement provided guidance to the RSO regarding travel pursuits. In order to ensure obtainment of appropriate documentation from the National Organization or affiliated entity that the RSO was traveling with, (if applicable), the Office of Student Involvement would add an item to the administrative travel checklist which would secure the document (as applicable) three months prior to the travel date. If the document was not secured by that date, travel would not be approved by the Office of Student Involvement.

Mr. Foster stated the fifth item was Internships & Co-Operative Programs Office: Policies and Procedures Enhancement. He stated the total number of international internships managed by the Internships & Co-Operative Programs Office (ICP) for fiscal year 2017 could not be supported; additionally, international internships procedures obtained from ICP were inadequate as the procedures did not address all critical
aspects of international travel. He stated to enhance the effectiveness of its operations and accountability for international internships, ICP should develop comprehensive, written procedures, and maintain accurate records for international internships. He reported management believed the report accurate and indicated development of comprehensive, written procedures for international internships and maintaining accurate records would be included in the Job Duties for the new Associate Director of Internships & Co-Operative Programs.

Mr. Foster stated the next item was Office of Research and Graduate Studies (ORGS): Monitoring for Compliance and Training under Objective B. He reported at the time of review, some items required by FGCU Policy 2.014, Export Control had not been fully implemented, such as conducting an Export Control Analysis and establishing appropriate training. He stated it was recommended the ORGS continued its efforts to monitor international travelers by conducting the export control analysis before travel was approved and it was recommended that the ORGS create awareness of these regulations through export control training. He stated the ORGS agreed with the recommendation and indicated introduction and training on export controls and international travel would begin in the Fall, along with additional training and written communications on export controls.

He indicated management agreed with the recommendations.

Trustee Fogg stated the Audit and Compliance Committee had reviewed the audit and was recommending its acceptance by the FGCU Board of Trustees.

Trustee S. Smith made a motion to accept the International Travel: Outgoing Students and Faculty Audit. Trustee Montgomery seconded the motion. There was no public comment, or Board discussion. The vote was 12-0 in favor of the motion.

Florida Gulf Coast University Financing Corporation Independent Auditor's Report Fiscal Year Ended June 30, 2018 (TAB #12)

Mr. Foster indicated the Audit and Compliance Committee recommended acceptance of the Florida Gulf Coast University Financing Corporation Independent Auditor's Report for the Fiscal Year Ended June 30, 2018. He reported the firm of Tuscan & Company, P.A. completed the audit report of the FGCU Financing Corporation for the fiscal year ended June 30, 2018 and the Financing Corporation Board of Directors approved the audit report at its October 22, 2018 meeting. He stated on the Summary Page, page 2, was the Opinion in which the auditors determined the financial statements fairly presented the financial position of the Financing Corporation. He explained this was known as a clean opinion and was what the Financing Corporation strove to obtain. He stated on pages 4 through 9 was the Management’s Discussion and Analysis. He explained this was the section where management described in reader friendly terms what occurred in the last fiscal year; it pointed out major transactions, and presented comparative figures from the prior year. He stated on page 20 was the Statement of Net Position. He explained years ago, this Statement was known as the Balance Sheet. He stated at year end, there was $222.7 million in total assets, and $197.3 million in
total liabilities and deferred inflows, and that net position (residual equity) was $25.4 million. He stated on page 11 was the Statement of Revenues, Expenses and Changes in Net Position. He explained this Statement was formerly known as an Income Statement and indicated for the year, there was $18.6 million in operating revenue, $14.5 million in operating expenses, and $3.9 million in non-operating expenses, arriving at a net increase in position of $0.2 million. He stated page 12 was the Statement of Cash Flows which showed the effects to cash from the financial transactions. He reported the net effect was a $20,000 increase in cash and cash equivalents for the year. He stated pages 13 through 33 were the Notes to the Financial Statements, which contained a significant amount of information explaining the various line items in the financial statements; compared to Management’s Discussion and Analysis, these notes were not necessarily as reader friendly. He stated pages 24 and 25 were the Auditor’s Report on Internal Control and Compliance, which related financial reporting and compliance with Government Auditing Standards; there were no deficiencies in internal controls noted. He stated pages 26 and 27 were the Auditor’s Report to Management, which contained no comments in the current or prior years. He stated page 8 of the report discussed Factors Impacting Future Periods and showed the student housing occupancy rate continued to be high which had no effect on bond ratings, etc., and there were no currently known facts, decisions or conditions which would have a significant effect on the financial position or operations during the coming year.

Trustee Fogg stated the Audit and Compliance Committee had reviewed the audit and was recommending its acceptance by the FGCU Board of Trustees.

Trustee S. Smith made a motion to accept the Florida Gulf Coast University Financing Corporation Independent Auditor’s Report Fiscal Year Ended June 30, 2018. Trustee Montgomery seconded the motion. There was no public comment, or Board discussion. The vote was 12-0 in favor of the motion.

**Florida Gulf Coast University Foundation Independent Auditor’s Report Fiscal Year Ended June 30, 2018 (TAB #13)**

Mr. Foster reported the firm of Cherry Bekaert, LLP completed the audit report of the FGCU Foundation, Inc. for the fiscal year ended June 30, 2018, and the Foundation’s Board of Directors accepted the audit at its December 5, 2018 meeting. Mr. Foster read through the summaries page. He stated page 1 was the Opinion, in which the auditors determined the financial statements fairly presented the financial position of the Foundation; this was known as a clean opinion. He stated pages 3 through 10 were the Management’s Discussion and Analysis, the section in which management described in reader friendly terms what occurred in the last fiscal year; this section pointed out major transactions, and presented comparative figures from the prior year. He stated page 11 was the Statement of Net Position, which, years ago, was known as the Balance Sheet. He reported at year end, there was $131.5 million in total assets, $1.6 million in total liabilities and deferred inflows, and net position (residual equity) was $129.9 million. He stated page 12 was the Statement of Revenues, Expenses and Changes in Net Position, formerly known as an Income Statement, which showed for the year there was
$11.6 million in operating revenue, $16.1 million in operating expenses, $7.2 million in net non-operating revenue (primarily $6.9 million in investment gains), and $3.7 million in net contributions to endowments, arriving at a $6.4 million increase in net position.

He stated pages 13 and 14 were the Statement of Cash Flows, which showed the effects to cash from the financial transactions; the net effect was a $1.4 million decrease in cash and cash equivalents for the year. He stated pages 16 through 29 were the Notes to the Financial Statements, which included a significant amount of information to explain the various line items in the financial statements; compared to Management’s Discussion and Analysis, these notes were not necessarily as reader friendly. He stated pages 30 through 41 contained Supplementary Information, which included additional required State schedules and provided a breakdown of the financial statements by account type. He stated pages 42 and 43 were the Auditor's Report on Internal Control and Compliance, which related financial reporting and compliance with Government Auditing Standards. He stated pages 44 and 45 were the Schedule of Findings and Responses, which showed a deficiency in internal controls noted as a Material Weakness in Financial Reporting. He explained the Foundation had taken an overly conservative approach to valuing land held for investment, and in classifying unrestricted funds used to supplement restricted projects; as noted in the Effect paragraph, these actions did not involve any loss, impairment, or overstatement of Foundation assets.

Trustee Fogg stated the Audit and Compliance Committee had reviewed the audit and was recommending its acceptance by the FGCU Board of Trustees.

Trustee Montgomery made a motion to accept the Florida Gulf Coast University Foundation Independent Auditor's Report Fiscal Year Ended June 30, 2018. Trustee McDonald seconded the motion. There was no public comment, or Board discussion. The vote was 12-0 in favor of the motion.

Compliance Office Charter (TAB #14)

Director of Equity, Ethics and Compliance, and Title IX Coordinator Precious Gunter noted that the updated Compliance Office Charter was a formal document which outlined the purpose, authority, mission, scope of work, and responsibilities of a compliance office; and provided for an appropriate governance structure, access to documents and personnel in order to carry out the duties and responsibilities of the office, and a periodic assessment of the Charter. She stated the document was prepared pursuant to Board of Governors Regulation 4.003 and required each State University System chief compliance office be governed by a charter approved by the boards of trustees and reviewed at least once every three years. She explained the Charter was recently revised primarily to reflect the changes with the merger of the Office of Institutional Equity and Compliance with the University's Compliance Office. She stated the other revisions primarily dealt with grammatical and structural changes, as well as updates regarding training and responsibilities of the Office.

Trustee Fogg stated the Audit and Compliance Committee had reviewed the Charter and was recommending its approval by the FGCU Board of Trustees.
Trustee Montgomery made a motion to approve the Compliance Office Charter. Trustee S. Smith seconded the motion. There was no public comment, or Board discussion. The vote was 12-0 in favor of the motion.

**Audit and Compliance Committee Charter (TAB #15)**

Ms. Gunter noted that similar to the Compliance Office Charter, this Charter identified the authority under which the Audit and Compliance Committee of the Florida Gulf Coast University Board of Trustees operated, as well as the composition, meeting protocol, and responsibilities of the Committee. She stated the Charter was revised to update the merger between the Office of Equity and Compliance, and the Compliance Office, as well as some of the responsibilities for the chief audit executive in terms of attending DSO meetings and reporting back to the Audit and Compliance Committee on the meetings.

Trustee Fogg stated the Audit and Compliance Committee had reviewed the Charter and was recommending its approval by the FGCU Board of Trustees.

Trustee S. Smith made a motion to approve the Audit and Compliance Committee Charter. Trustee Cors seconded the motion. There was no public comment, or Board discussion. The vote was 12-0 in favor of the motion.

**Update on Board of Governors Construction Funding Certification and Audit**

Mr. Foster reported on September 19, 2018 the Board of Governors requested each of the State universities to review the funding sources for all university capital projects approved by their boards of trustees from July 1, 2008 until the present. He stated projects approved prior to July 1, 2008 which had a cost adjustment after this date also were included for review. He stated projects adding more than 10,000 gross square feet of space or exceeding $2 million in cost were reviewed. Mr. Foster said that remodeling, repairs, and renovations were excluded from this audit, and none of these projects were over the $2 million threshold. He stated FGCU had constructed 19 projects in total and a certification was signed and delivered in a timely manner to the Board of Governors. He stated the Board of Governors asked the Florida State University Procurement Office to prepare a Request for Qualifications (RFQ) solicitation which would involve a firm sending out a survey to the State Universities asking questions related to capital project controls. He stated the firm was not required to be a CPA firm, but could be a CPA firm, a consulting firm, or a CPA/consulting firm. He reported as of the latest information available, the RFQ had not yet been issued and at this point he did not know if the survey included an audit.

**Item 13: Old Business**

There was no old business for discussion.
**Item 14: New Business**

Trustee Fogg noted he recently learned that FGCU owned WGCU and wondered why the FGCU Board of Trustees did not see budgets for WGCU. President Martin indicated WGCU budgets could be provided to the Board. He stated WGCU now reports to University Advancement, and no longer to Academic Affairs. He stated he would be delighted to share the budget information. He said WGCU has a budget, continual fundraising plan, goals and objectives.

President Martin reminded the Board that a reception was held at WGCU to provide tours of the facility. He said that there was not a big turnout for the reception, but that another one could be hosted there again. He said that it was a state-of-the art facility and that the building was named after a donor from Naples.

Trustee Fogg asked if WGCU made any money. Mr. Simoneau stated he would provide the Board with the audited financial statements.

President Martin said that we would ask WGCU General Manager Rick Johnson to make an informational presentation to the Board. He said that WGCU was a huge asset to Southwest Florida and that one of the things FGCU is proud of was the ability for WGCU to stay on the air during Hurricane Irma consistently and to update the region on what was happening.

Trustee Eide asked how WGCU was able to not be classified as a DSO. Ms. Leonard replied that it was a University department and was not a separate entity from the University.

**Item 15: Chair’s Closing Remarks and Meeting Adjournment**

Chair Gable stated the next Board meeting would be a limited agenda meeting held Tuesday, February 19, 2019 and would be a conference call meeting. He stated the Board’s next regularly scheduled meeting would be held Tuesday, April 9, 2019.

Chair Gable adjourned the meeting at 10:50 a.m.

Minutes prepared by Transcription Experts, and reviewed by Tiffany Jackson Tramontozzi, FGCU Assistant Director of Board Operations.

**Agenda Items:**

A. See Tabs #1 –15
   a. [https://www2.fgcu.edu/Trustees/AgendaFile/2019/01-08-2019/FGCUBOTMT-AGENDAPACKET_V2_1-8-2019.PDF](https://www2.fgcu.edu/Trustees/AgendaFile/2019/01-08-2019/FGCUBOTMT-AGENDAPACKET_V2_1-8-2019.PDF)
B. Handouts

Attachment:
A. Record of Votes
### Record of Votes
**FGCU Board of Trustees**
**DATE:** 1/8/2019

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<td>11 Trustee Christian Spilker (excused absence)</td>
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<td>12 Trustee Jalisa White</td>
<td>Yes</td>
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<td>13 Trustee Blake Gable</td>
<td>Yes</td>
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**Consent Agenda**
(Tabs #1-3)
1. Cors
2. Roepstorff

**FGCU 2018 Four-Year Graduation Rate Improvement Plan Update for the Florida Board of Governors**
(Tab #5)
1. Eide
2. McDonald

**New Degree Program:** Bachelor of Science in Environmental Geology
(Tab #6)
1. Fogg
2. McDonald

**Regulation:** FGCU-PR5.020, Appeal of Disciplinary Actions
(Tab #9)
1. Eide
2. McDonald

**New Degree Program:** Bachelor of Science in Supply Chain Management
(Tab #7)
1. S. Smith
2. Cors

**Regulation:** FGCU-PR1.005, Direct Support Organizations
(Tab #10)
1. Eide
2. McDonald

**International Travel:** Outgoing Students and Faculty Audit
(Tab #11)
1. S. Smith
2. Montgomery

**Florida Gulf Coast University Financing Corporation Independent Auditor’s Report Fiscal Year Ended June 30, 2018**
(Tab #12)
1. Montgomery
2. McDonald

**Florida Gulf Coast University Foundation Independent Auditor’s Report Fiscal Year Ended June 30, 2018**
(Tab #13)
1. Montgomery
2. Smith

**Compliance Office Charter**
(Tab #14)
1. Montgomery
2. Smith

**Audit and Compliance Committee Charter**
(Tab #15)
1. S. Smith
2. Cors