

**Florida Agricultural and Mechanical University
Board of Trustees**



**Budget & Finance Committee Meeting
Tuesday, June 9, 2015
Grand Ballroom, Tallahassee, Florida
9:45 am**

Committee Members: Chairman Kelvin Lawson
Rufus Montgomery, Bettye Grable, Kimberly Moore, Cleve Warren, Karl White,
Robert Woody

AGENDA

- | | | |
|-----|---------------|----------|
| I. | Call to Order | Chairman |
| II. | Roll Call | |

ACTION ITEMS

- | | | |
|-------|---|-----------------------------|
| III. | Approval of Minutes – March 4, 2014 | Chairman |
| IV. | Approval of FY 2015-16 University Budgets | Vice President Dale Cassidy |
| | a. Continuing Budget for University | |
| | b. Athletics Budget (as included in IV a.) | |
| V. | Approval of Amendments to the Schedule of Tuition & Fees | Vice President Dale Cassidy |
| VI. | Approval of the Five Year Capital Improvement Plan | Vice President Dale Cassidy |
| VII. | Review and Approval of New Electronic Connectivity Regulation 5.003 | Vice President Dale Cassidy |
| VIII. | Review and Approval of Multi-year Employment Contract for Head Football Coach Alex Wood | Vice President Dale Cassidy |

INFORMATION ITEMS

- | | | |
|-----|----------------------------|-----------------------------|
| IX. | Quarterly Financial Report | Vice President Dale Cassidy |
| X. | Contracts over \$100,000 | Vice President Dale Cassidy |

**Florida Agricultural and Mechanical University
Board of Trustees**



- XI. Update on DSO Budgets Vice President Dale Cassidy
- XII. Athletics Budget Update Vice President Dale Cassidy
- XIII. Adjournment

**Action Item
Approval of
Minutes**

**Florida Agricultural and Mechanical University
Board of Trustees**



**Budget and Finance Committee Minutes
Trustee Rufus Montgomery, Chair**

Wednesday, March 4, 2015

Committee Members Present: Chairman Rufus Montgomery (via phone); Trustee Kelvin Lawson (Acting Chair); Trustee Bettye Grable; Trustee Kimberly Moore; Trustee Cleve Warren; and Trustee Karl White.

Others Attending: Trustee Solomon Badger; Trustee Tonnette Graham; Trustee Spurgeon McWilliams; Trustee Marjorie Turnbull; President Elmira Mangum; Provost Marcella David; Vice President Dale Cassidy; Vice President Tim Moore; Vice President William Hudson; Vice President Jimmy Miller; Vice President Thomas Haynes; Vice President Richard Givens; Executive Assistant to President Linda Barge-Miles; Attorney David Self; Interim CIO Michael James; and Interim Athletic Director Dwayne Robinson.

Trustee Lawson called the meeting to order at 10:35 A.M. He stated that Chairman Montgomery was unable to attend the meeting and asked that he chair the meeting in his absence. Ms. Linda Barge-Miles called the roll. A quorum was established.

Action Items

Approval of Minutes – December 3, 2014

Trustee Lawson asked for approval of the minutes for December 3, 2014. Trustee White moved to approve the minutes, and the motion was seconded by Trustee Warren. The motion carried.

Approval of Operating Budgets for Auxiliary Facilities with Revenue Bonds

Trustee Lawson recognized Mr. Dale Cassidy, Vice President of Finance and Administration, to present the Approval of Operating Budgets for Auxiliary Facilities with Revenue Bonds.

Mr. Cassidy stated that as required by Board of Governors' Regulation 9.008, prior year actual, current year estimated and subsequent year budget projections for each auxiliary facility with revenue bonds outstanding must be approved by the Board of Trustees prior to being presented for Board of Governors approval.

Mr. Cassidy stated that these funds are in solid financial condition and both are projected to remain that way through the FY 2015-16.

It was recommended that the Board approve the operating budget detail for each of these auxiliary facilities as presented.

Questions/comments associated with this item:

Auxiliaries Revenue Bonds	ACTION ITEM: Do we earn interest on these bonds? (Warren)
	Yes, the State holds and gets the return. We can double check on this. (Cassidy)

Trustee Lawson asked for approval of the Operating Budgets for Auxiliary Facilities with Revenue Bonds. Trustee White moved to approve the minutes, and the motion was seconded by Trustee Warren. The motion carried.

Approval of Amendment to FY 2014-15 Commons R&R Operating Budget

Trustee Lawson recognized Vice President Cassidy to present this item. Mr. Cassidy stated that \$1.5 million in additional budget authority was needed for renovating the main dining room located in the Student Service Center.

The goals of the renovations are:

- To upgrade/replace equipment for greater efficiency and effectiveness;
- To repair infrastructure problems (floors, leaks, etc.);
- To increase seating capacity; and,
- To increase kitchen, storage, preparatory and office spaces.

It was recommended that the Board approve the amendment to the FY 2014-15 Commons R&R Operating Budget.

Questions/comments associated with this item:

Amendment to FY 2014-15 Commons R&R Operating Budget	Why was the cafeteria built under capacity in the first place when our student base was larger at that time? Add to list of DON'T DO AGAIN. (Reed-Shannon)
	Plans should be vetted. The Facilities & Planning Section needs to be involved in this process to ensure consistency with Master Plan. (White)
	I hope we are taking a comprehensive look at Auxiliary Funds. We need to look at use of recurring expenditures. Can we get a report in the near future? (Turnbull) Address in Budget Workshop. (Cassidy)
	ACTION ITEM: Auxiliaries are vague. We need some regular report on how funds are used. (Warren)
	Need a more detailed analysis of internal transfers of auxiliary funds. (White)
	Can we work with Metz to offset the \$1.5 million? (Lawson)
	Can we amend contract with Metz as changes occur? (Lawson)
	Can we amend the contract to benefit us more as we change? (Lawson)
	ACTION ITEM: There is still some ambiguity around Auxiliary Funds. Provide more detail at the next meeting. Legal needs to provide options for amending the food service vendor contract. (Lawson)

Trustee Lawson asked for approval of the amendment to the FY 2014-15 Commons R&R Operating Budget. Trustee Warren moved to approve the amendment to the FY 2014-15 Commons R&R Operating Budget and the motion was seconded by Trustee White. The motion carried.

Approval of Amendment to the FY 2014-15 Athletics Budget

Trustee Lawson recognized Vice President Cassidy to present this item. Mr. Cassidy stated that after reviewing the Athletics revenue actual collections and projections for the remainder of the fiscal year, the budget should be reduced by \$1 million to align with the anticipated actual revenues. The budget for Title IX scholarships will be transferred to and funded by Carry Forward for the 2014-15 fiscal year only.

It was recommended that the Board approve the amendment to the FY 2014-15 Athletics Budget.

Trustee Lawson asked for approval of the amendment to the FY 2014-15 Athletics Budget. Trustee Warren moved to approve the amendment to the FY 2014-15 Athletics Budget, and the motion was seconded by Trustee White. The motion carried.

Information Items

Quarterly Financial Report

Mr. Cassidy was recognized to discuss this item. He stated that the actual expenditures compared to the approved budget as of December 31, 2014 for E&G and Non-E&G budget entities were:

- As of December 31, 2014, a total of 75.38% was showing expended and encumbered; however, the University expended only 45.7% of the allocated dollars compared to 50% of the year completed. Remember the encumbered column contains salaries and OPS from the period December 19, 2014 until June 30, 2015.
- At this point, we do not anticipate any budgetary issues for the E&G Budget at the end of the fiscal year; however, there was concern in the Athletic Fund for which a budget amendment was submitted in the previous action item.
- At this point, no budgetary issues at the end of the fiscal year are anticipated.

Questions/comments associated with this item:

<i>Quarterly Financial Report</i>	Do you feel good about where we are? (White)
	Does President Mangum have any comments? Is there anything we need to know about? (White)
	We are always in need of additional resources. We have made a Legislative Budget Request that requests resources for some of our more targeted areas focused on student success and academic areas (i.e. faculty support). We are planning to prioritize at our retreat. We know that our fundraising has to increase. We are looking at ways to reallocate resources and we have to address our priorities going forward with our planning process. I would encourage everyone to give, give and give more. Our educational

	foundation and the base from which we operate needs to be strengthened and increased across the board. (President Mangum)
	Is there any money included in the FY 2015-16 Budget for faculty training and conference opportunities? (Turnbull)
	Is Campus Safety Budget mostly salaries? (Turnbull)

Contracts over \$100,000

Trustee Lawson recognized Vice President Cassidy to discuss this item. He stated that there are three (3) contracts that are over \$100,000. They include:

1. Contractor: Data Set Ready

Contract #: C-0014-2014
 Contract Start Date: 1/26/2015
 Contract Original Expiration Date: 1/26/2020
 Contract Amount: \$792,617.50

This agreement allows Data Set Ready to provide the University with video surveillance system.

2. Contractor: MWW Group

Contract #: C-0008-2015
 Contract Start Date: 1/22/2015
 Contract Original Expiration Date: 12/31/2017
 Contract Amount: \$249,000

This agreement allows MWW Group to provide lobbying services whereby representing the University in government relations.

3. Contractor: Blackboard Inc.

Contract #: C-4314
 Contract Start Date: 12/18/2014
 Contract Original Expiration Date: 12/18/2015
 Contract Amount: \$625,963.00

Under this agreement, Blackboard will assist in developing 40 quality online courses that are in high demand at the University.

Questions/comments associated with this item:

<i>Contracts Over \$100,000</i>	Do you have a list of the 40 courses for the Blackboard contract? (Moore)
	How did we come up with the number 40 and the cost if the courses have not been determined? (McWilliams)
	So it is not just infrastructure? Not sure how details will work. (Grable)
	Was faculty input included? (Grable)
	ACTION ITEM: <i>What is included in the \$625,963 for Blackboard? Provide</i>

Athletics

Trustee Lawson recognized Vice President Cassidy to discuss this item. Mr. Cassidy gave the following update:

- Athletics Revenues are summarized as follows:
 - 2014 Total (as of January 2014) is \$5,247,564
 - 2015 Total (as of January 2015) is \$6,197,163
 - Difference of \$949,599

- Athletics Expenses are summarized as follows:
 - 2014 Total (as of January 2014) is \$6,732,824
 - 2015 Total (as of January 2015) is \$7,306,562
 - Difference of \$573,738

Questions associated with this item:

<i>Athletics</i>	NCAA statistics – substantially less than 10% break even. The State of Florida has safeguards on how we use State funded dollars to support Athletics. We need to focus more on revenues and contributed funding. (Comments by VP Cassidy)
	Where is the deficit projected to be at the end of FY 2014-15? (White) .5 to .75 million in the hole. (Cassidy)
	State officials do not seem to understand...has this kind of report been conveyed to the governing entities downtown? Does the BOG know that less than 10% of 300+ schools break even in their Athletic programs? (McWilliams)
	Can we look at usage of the Lawson Center for events other than sports events. (White)
	FSU writes a 7 figure check to bridge the gap every year. They are not in the 5% that are in the black. (Comment by VP Cassidy)
	We need to be smarter about what we do. (White)
	It is imperative that we be clear about where we are going. Need aggressive recommendations from VP. VP Cassidy stated that he is not clear on the Board’s direction. Upcoming Budget Workshop would be a good time to discuss. (Chairman Montgomery)
	We need to take a vigilant focus on how we spend the resources we have and focus on revenues. I would love for us to be the exception to the rule. (Lawson)

There was no further business. The meeting adjourned at 11:50 a.m.

Rufus Montgomery
Committee Chairman

Transcribed by:

Darlene W. Garcia

Action Item
FY 2015-16
Continuing Operating Budget
&
Athletics Budget



**Florida Agricultural and Mechanical University
Board of Trustees
ACTION ITEM**

Budget & Finance Committee

Tuesday, June 9, 2015

Agenda Item: IV.a.

Item Origination and Authorization				
Policy ____	Award of Bid ____	Budget Amendment ____	Change Order ____	
Resolution ____	Contract ____	Grant ____	Other <input checked="" type="checkbox"/> X ____	

Action of Board				
Approved ____	Approved w/ Conditions ____	Disapproved ____	Continued ____	Withdrawn ____

Subject: Approval of Fiscal Year 2015-16 Preliminary Operating Budget

Rationale: Pursuant to Board of Governor's Regulation 9.007 State University Operating Budgets, the FY 2015-16 preliminary operating budget must be approved by the University Board of Trustees (BOT) prior to submission to the Board of Governors. The preliminary budget is due to the Board of Governors by June 23, 2015. The Board of Governors must submit the approved budgets to the State Comptroller's Office before June 29, 2015 to have cash releases processed from the State Treasury for the university's operations.

A final budget will be presented to the BOT for approval in August, 2015.

Attachments: FY 2015-16 Preliminary Operating Budget
Comparative FY2015-16 Proposed Athletics Budget with 2014-15 budget approved June 2014

Recommendation: It is recommended that the Board of Trustees approve the 2015-16 Preliminary Operating Budget.

**Proposed FY 2015-16 University Continuing Budget
is posted as separate attachment**



**Florida Agricultural and Mechanical University
Board of Trustees
ACTION ITEM**

Budget & Finance Committee

Tuesday, June 9, 2015

Agenda Item: IV.b.

**FLORIDA A&M UNIVERSITY
DEPARTMENT OF ATHLETICS
COMPARATIVE 2015-16 and 2014-15 OPERATING BUDGETS**

	<u>Proposed Athletics 2015-16</u>		<u>Original Approved Athletics 2014-15</u>
Beginning Fund Balance :	\$ -		\$ -
 <u>Receipts/Revenues</u>			
	\$		
Donations	500,000	\$	1,200,000
Sales of Goods / Services	\$ 3,417,500	\$	3,709,970
Sales of Data Processing Services			
Fees	\$ 4,000,000	\$	4,480,201
Other Receipts / Revenues			
Subtotal:	\$ 7,917,500	\$	9,390,171
	\$		
Transfers In	800,000		
Total - Receipts / Revenues:	\$ 8,717,500	\$	9,390,171
 <u>Operating Expenditures</u>			
Salaries and Benefits	\$ 3,640,612	\$	3,611,941
	\$		\$
Other Personal Services	267,134		130,066
Expenses	\$ 4,709,754	\$	4,181,831
			\$
Operating Capital Outlay			55,053
Risk Management			
Financial Aid			
Scholarships		\$	1,411,280

**Other Operating Category (Provide
Details)**

Total Operating Expenditures :	<u>\$</u>	<u>8,617,500</u>	<u>\$</u>	<u>9,390,171</u>
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Non-Operating Expenditures

Transfers

Fixed Capital Outlay

Carryforward (From Prior Period Funds)

Other

	<u>\$</u>	<u>\$</u>
Total Non-Operating Expenditures :	<u>-</u>	<u>-</u>

	<u>\$</u>	<u>\$</u>
Ending Fund Balance :	<u>100,000</u>	<u>-</u>

	<u>\$</u>	<u>\$</u>
Fund Balance Increase / Decrease :	<u>100,000</u>	<u>-</u>

Action Item
Amendments to Schedule of
Tuition & Fees Regulation

**Florida Agricultural and Mechanical University
Board of Trustees**



Budget & Finance Committee

Tuesday, June 9, 2015

Agenda Item: V

Item Origination and Authorization				
Policy ____	Award of Bid ____	Budget Amendment ____	Change Order ____	
Resolution ____	Contract ____	Grant ____	Other <input checked="" type="checkbox"/> ____	

Action of Board				
Approved ____	Approved w/ Conditions ____	Disapproved ____	Continued ____	Withdrawn ____

Subject: Approval of Amendments to Regulation 3.017 – Schedule of Tuition and Fees

Rationale: The Florida Board of Governors has approved an increase in the 2015-2016 repeat course fee rate. The current Regulation 3.017(4)(b)6 states that students shall be assessed an additional charge of \$122.00 for regular courses taken more than twice. The proposed fee is \$177.94, which is an increase of \$55.94.

Additionally, Regulation 3.017(4)(b)7 states that students shall be assessed a transportation and access fee of \$65.00 for the Fall 2013 semester, \$65.00 for the Spring 2014 semester and \$33.00 for Summer 2014 semester. An amendment is required to remove the dates from the language to prevent the necessity to change the regulation each year.

Attachments: Regulation 3.017 – Schedule of Tuition and Fees

Recommendation: Approval of the amendments to Regulation 3.017 – Schedule of Tuition and Fees.

Prepared by: Office of the Vice President for Finance and Administration

FLORIDA A&M UNIVERSITY BOARD OF TRUSTEES



NOTICE OF PROPOSED AMENDED REGULATION

DATE: June 10, 2015

REGULATION CHAPTER NO.: Chapter 3.017

REGULATION CHAPTER TITLE: Administration

REGULATION TITLE AND NUMBER: Schedule of Tuition and Fees - 3.017

SUMMARY OF REGULATION: The amendment to this regulation increases the repeat course fee rate from \$122.00 to \$177.94, an increase of \$55.94.

AUTHORITY FOR REGULATION: Section 7(c) Article IX, Florida Constitution, Sections 1009.01, 1009.21, 1009.24, 1009.28, 1009.285, Florida Statutes, and Board of Governors Regulations 1.001 and 7.005.

UNIVERSITY OFFICIAL INITIATING THIS REGULATION: Mr. Dale Cassidy, Vice President for Finance and Administration.

PROCEDURE FOR COMMENTS: Board of Trustees approve the amendment to Regulation 3.017 for notice and adoption after the expiration of the thirty (30) day notice period, provided there are no public comments, in accordance with the Florida Board of Governors' Regulation Development Procedure.

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED REGULATION IS: Mr. Dale Cassidy, Vice President for Finance and Administration, 103 Lee Hall, Tallahassee, Florida 32307, (850) 599-3211 (phone), (850) 599-3848 (fax), dale.cassidy@famu.edu.

FULL TEXT OF THE PROPOSED REGULATION: The full text of the proposed regulation follows:

Regulations of Florida A&M University



3.017 Schedule of Tuition and Fees.

- (1) Tuition shall be defined as the basic fee charged to a student for instruction provided by the University. A charge for any other purpose shall not be included within this fee.
- (a) Resident tuition and fees, comprised of the following, shall be defined as the fees charged an enrolled student who qualifies as a Florida resident as defined in Section 1009.21, F.S., and Board of Governors Regulation 7.005:
1. Matriculation Fee;
 2. Student Financial Aid Fee;
 3. Capital Improvement Trust Fund Fee;
 4. Health Fee;
 5. Transportation Access Fee;
 6. Athletic Fee;
 7. Activity and Service Fee;
 8. Technology Fee; and
 9. Tuition Differential.
- (b) Non-Resident tuition and fees, comprised of the following, shall be defined as the fees charged an enrolled student who does not qualify as a Florida resident as defined in Section 1009.21, F.S., and Board of Governors Regulation 7.005:
1. Matriculation Fee;
 2. Non-Resident Fee;
 3. Student Financial Aid Fee;
 4. Non-Resident Student Financial Aid Fee;
 5. Capital Improvement Trust Fund Fee;
 6. Health Fee;
 7. Transportation Access Fee;
 - 8 Athletic Fee
 9. Activity and Fee;

10. Technology Fee; and

11. Tuition Differential.

- (2) Registration shall be defined as consisting of two components:
- (a) Formal selection of one or more credit courses approved and scheduled by the University; and
 - (b) Tuition and fee payment, partial or otherwise, or other appropriate arrangements for tuition and fee payment (deferment or third party billing) for the courses in which the student is enrolled as of the end of the drop/add period.
- (3) Tuition and fee liability shall be defined as the liability for the payment of tuition and fees incurred at the point at which the student has completed registration, as defined above.
- (4) The following tuition and fees shall be levied and collected effective fall semester ~~2013~~2015 for each student regularly enrolled, unless provided otherwise by law or in this chapter.
- (a) Students shall be assessed the following fees per credit hour:

Fees	Under-	Graduate	Law
	Graduate	Graduate	Law
	\$	\$	\$
Resident Tuition	105.07	334.13	379.76
Tuition Waiver	-1.75		
Financial Aid Fee	5.16	16.70	18.98
Capital Improvement Trust Fund Fee	6.76	6.76	6.76
Athletic Fee	13.97	13.97	13.97
Activity and Service Fee	10.50	10.50	10.50
Technology Fee	5.16	16.70	18.98
Health Fee	6.91	6.91	6.91
Total Resident Tuition and Fees	151.78	405.67	455.86

Fees	Under-		
	Graduate	Graduate	Law
	\$	\$	\$
Non-Resident Tuition	105.07	334.13	379.76
Tuition Waiver	-1.75		
Financial Aid Fee	5.16	16.70	18.98
Capital Improvement Trust Fund Fee	6.76	6.76	6.76
Athletic Fee	13.97	13.97	13.97
Activity and Service Fee	10.50	10.50	10.50
Technology Fee	5.16	16.70	18.98
Health Fee	6.91	6.91	6.91
Non-Resident Fee	379.07	587.02	611.46
Non-Resident Financial Aid Fee	18.95	29.35	30.57
Total Non-Resident Tuition and Fees	549.80	1,022.04	1,097.89

(b) Students shall be assessed the following other fees:

1. **Material and Supplies Fees** – Students shall be assessed a range of \$15.00 to \$300.00 per course for certain courses.
2. **Orientation Fee** – Students who are enrolled for the first time shall be assessed a \$35.00 orientation fee.
3. **Late Registration Fee** – Students who fail to finalize registration during the regular registration period shall be assessed a late registration fee of \$100.00.
4. **Late Payment Fee** – Students who fail to pay tuition or make appropriate arrangements for payment (deferment or third-party billing) by the deadline set by the University shall be assessed a late payment fee of \$100.00
5. **I.D. Card** – Students shall be assessed a \$5.00 identification card fee per semester, excluding the summer semester.
6. **Repeat Course Fee** – Students shall be assessed an additional charge of ~~\$122.00~~ \$177.94 for regular courses taken more than twice.
7. **Transportation and Access Fee** - Students shall be assessed a transportation and access fee of \$65.00 for the fall ~~2013~~ semester, \$65.00 for the spring ~~2014~~ semester, and \$33.00 for the summer ~~2014~~ semester.
8. **Tuition Differential** - Undergraduate students whose date of enrollment was on or after July 1, 2007 will be assessed an additional tuition differential of \$36.38 per credit hour. Students enrolled prior to July 1, 2007, and who fail to maintain continuous enrollment will also be

assessed this tuition differential. Students having prepaid contracts which were in effect on July 1, 2007, and which remain in effect, are exempt from this additional tuition differential.

9. **College of Law Bar Review Preparation Fee** – Law School students will be assessed \$2,400 to increase accessibility to test preparation through substantive bar review courses. This fee will be required as part of the curriculum offered by the College of Law for the purpose of enhancing bar examination test taking skills and participation in the College of Law Bar Exam Success Training (B.E.S.T.) skills development program. This fee will only be charged during the students' final year of law school.
 - (c) The health fee will be expended in accordance with FAMU Regulation 2.008, unless provided otherwise by law.
 - (d) The transportation access fee will be used to cover the costs of operational expenses, personnel, general programs and other services related to providing traffic and parking services to the University community unless provided otherwise by law.
 - (e) The athletic fee will be used to cover the costs of operational expenses, personnel, general programs and other services related to the University's Intercollegiate Athletics program unless provided otherwise by law.
 - (f) The activity and service fee will be allocated and expended in accordance with section 1009.24 (10), Florida Statutes.

Specific Authority: Board of Governors Regulation Development Procedure Dated July 21, 2005. Law Implemented: General Appropriations Act FY 2013-2014, Board of Governors Regulations 1.001 and 7.005, 1009.01, 1009.21, 1009.24, 1009.28, 1009.285, FS. History-Amended 6-29-06, 7-11-07, 12-04-07, 10-28-08, 5-26-09, 6-24-09, 07-1-10, 08-08-11, 08-01-12, 08-08-13, 06-10-15.

Action Item
Five Year
Capital Improvement Plan
Budget

**Florida Agricultural and Mechanical University
Board of Trustees**



**Budget & Finance Committee
Tuesday, June 9, 2015
Agenda Item: VI**

Item Origination and Authorization				
Policy ____	Award of Bid ____	Budget Amendment ____	Change Order ____	
Resolution ____	Contract ____	Grant ____	Other <u>X</u> ____	

Action of Board				
Approved ____	Approved w/ Conditions ____	Disapproved ____	Continued ____	Withdrawn ____

Subject: Approval of Five-year Capital Improvement Plan (CIP)

Rationale: Every year the Board of Governors (BOG) provides the Legislature with a recommended budget for additional academic and academic support facilities that are needed for the State Universities in the upcoming five-year period. In support of this effort the BOG requires each University to submit a Fixed Capital Outlay (FCO) Legislative Budget Request and an updated five-year Capital Improvement Plan (CIP). This year the BOG request has been modified to include non-academic facilities.

An Educational Plant Survey, which evaluated existing academic facilities and recommended future capital projects for the University, was completed in March 2015. The University has prepared its FCO Legislative Budget Request for academic facilities and the corresponding CIP section (attached) consistent with the findings of the 2015 Educational Plant Survey and the University’s Master Plan. The non-academic facilities in the CIP are consistent with the Master Plan.

Budget Summary:

There are 14 PECO-Eligible Project Requests. The recommended budget for each of the 5 years is listed below:

- FY 2016-17 - \$66,188,632
- FY 2017-18 - \$68,650,498
- FY 2018-19 - \$57,882,033
- FY 2019-20 - \$104,302,751
- FY 2020-21 - \$8,187,551

The recommended budget for CITF project requests are:

- FY 2017-18 - \$6,200,000
- FY 2018-19 - \$23,800,000
- FY 2019-20 - \$3,100,000

There are no requests from other State sources at this time.

The recommended budget from Non-State Sources, including debt is:

- FY 2016-17 – \$29,460,000
- FY 2017-18 – \$94,000,000
- FY 2018-19 – \$39,040,000
- FY 2020-21 – \$9,000,000

Attachments: Five-year Capital Improvement Plan and 2016–2017 Legislative Budget Request.

Recommendation: The approval of the Five-year Capital Improvement Plan, 2016–2017 Legislative Budget Request.

**New Regulation for
Electronic Connectivity
5.003**

**Florida Agricultural and Mechanical University
Board of Trustees**



**Budget & Finance Committee
Tuesday, June 9, 2015
Agenda Item: VII**

Item Origination and Authorization				
Policy ____	Award of Bid ____	Budget Amendment ____	Change Order ____	
Resolution ____	Contract ____	Grant ____	Other <u>X</u> ____	

Action of Board				
Item Origination and Authorization				
Policy ____	Award of Bid ____	Budget Amendment ____	Change Order ____	
Resolution ____	Contract ____	Grant ____	Other <u>X</u> ____	

Action of Board				
Approved ____	Approved w/ Conditions ____	Disapproved ____	Continued ____	Withdrawn ____

Subject: Electronic Connectivity Regulation 5.003

Rationale: For the past 12 months, Enterprise Information Technology, and the Division of Legal Affairs have been engaged in composing an email regulation for Florida A&M University (FAMU). The enforcement of this new regulation will make FAMMail the official method used by the University to communicate University-related information. It is an operational tool for enhancing communications and dissemination of information across the University and branch locations.

This regulation has been approved by the Student Government Association, and the Faculty Senate.

Recommendation: The approval of Electronic Connectivity Regulation 5.003

Supporting Documents Included: Notice and Proposed Regulation

Prepared By: Enterprise Information Technology, and the Division of Legal Affairs

Approved By: Student Government Association, and the Faculty Senate Committee

FLORIDA A&M UNIVERSITY BOARD OF TRUSTEES



NOTICE OF PROPOSED REGULATION

DATE: June 10, 2015

REGULATION CHAPTER NO.: Chapter 5

REGULATION CHAPTER TITLE: Miscellaneous

REGULATION TITLE AND NUMBER: University Electronic Connectivity (5.003)

SUMMARY OF REGULATION: This new regulation sets forth the conditions under which the University's email system (FAMMail) may be used, and the principles for managing messages sent or received as part of the University's business. It applies to all students, faculty, staff, alumni and other authorized account holders (i.e. those with a @fam.u.edu e-mail address). It also provides guidance for proper use of email and privacy expectations.

AUTHORITY FOR REGULATION: Section 7, Article IX, Florida Constitution, and Board of Governors Regulations 1.001.

UNIVERSITY OFFICIAL INITIATING THIS REGULATION: David Cantrell, Associate Vice President, Information Technology/Chief Information Officer.

PROCEDURE FOR COMMENTS: Written comments concerning this proposed regulation shall be submitted within 14 days of the date of this notice to the person identified below. The comments must specifically identify the regulation you are commenting on.

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED REGULATION IS: David Cantrell, Associate Vice President, Information Technology/Chief Information Officer, University Commons, Tallahassee, Florida 32307-3100, (850) 412-7967 (phone), (850) 561-2292 (fax), david.cantrell@fam.u.edu.

FULL TEXT OF THE PROPOSED REGULATION: The full text of the proposed regulation follows:

Regulations of Florida A&M University



5.003 Electronic Connectivity

(1) Definitions:

- (a) Electronic connectivity - any connection to a Florida A&M University ("University") computer, network, email system, data management system, or similar.**
- (b) Electronic mail (e-mail) – a method of exchanging digital messages from an author to one or more recipients.**
- (c) Digital devices – any device that is able to electronically access other electronic devices, or networks.**
- (d) Password(s) - a word or string of characters used for authentication or to prove identity of a user in order to gain access to a system. Passwords are considered to be in the care of the user, and are not to be shared.**
- (e) Public records - With limited exception, all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, software, or other materials, regardless of the form, characteristic, or means of transmission, made or received in the connection with the transaction of official University business are defined as public record. As technology changes the means by which the University communicates, manages, and stores information, public records will take on increasingly different forms. If the content of an email or its attachment meets this definition, it is a public record subject to the provisions of Chapter 119 of the Florida Statutes.**
- (f) University business - any communication made or received in connection with the transaction of official University operations.**
- (g) User – Anyone authorized to access any system based on having been granted a user ID by an authorized agent of the University.**

(2) University Provided Accounts

- (a) The University will provide various accounts and systems to users as the official method to conduct University business. These will include, but not be limited to, e-mail, a learning management system, and a business management system.**

(3) FAMMail

- (a) The Florida A&M University email system (FAMMail) is the official electronic mail method used by the University to communicate University-related information and is an operational tool for enhancing communication and dissemination of information across the University and branch locations. All persons issued a University email account are required to use that email account for University business.
- (b) In order to enhance efficiency and effectiveness of business and academic processes, it is the responsibility of FAMMail users to timely read notifications sent to them through FAMMail.
- (c) FAMMail is made available to the University community in order to conduct University business. As such, all persons provided an University email account are required to use their email accounts during their employment, service, or matriculation at FAMU. All email communications made using FAMMail, including those of a personal nature, are the property of the University and this information may be accessed, copied, deleted, or reviewed by the University at any time without the consent of the user.
- (d) Sharing of login information for email accounts is prohibited and violators will be held responsible for activity from their account. As a condition of the use of FAMU electronic connectivity, users will not use the service for any purpose that is unlawful or prohibited by applicable federal and state laws and Board of Governors and University regulations, policies, and procedures.
- (4) FAMU electronic connectivity users may not, including, but not limited to:

 - (a) Access, send, or view emails that contain obscene or pornographic materials not necessary for University academic instruction or research or legal matters;
 - (b) Email external and/or internal surveys except as approved by the University (i.e. the FAMU Office of Communications or appropriate University official)
 - (c) Email contests, pyramid schemes, chain letters, junk e-mail, spamming or any duplicative or unsolicited messages (commercial or otherwise);
 - (d) Defame, abuse, harass, stalk, threaten, discriminate, or otherwise violate federal or state laws or Board of Governors and University regulations, policies, and procedures;
 - (e) State or imply, without authorization, that a user speaks or acts on behalf of the University;
 - (f) Use FAMU electronic connectivity for political activity not related to the user's University authorized duties and responsibilities as prohibited by FAMU Regulation 10.123.
 - (g) Use University trademarks, copyrights, logos or other University insignia without specific authorization from the FAMU Office of Communications;
 - (h) Violate the copyrights of others and must refrain from unauthorized distribution, downloading, and use of copyrighted works;
 - (i) Advertise or offer to sell or buy any goods or services which are not related to the user's University

authorized duties and responsibilities;

- (j) Undermine the security or the integrity of computing systems or networks or attempt to gain unauthorized access;
 - (k) Use any computer program or device to intercept or decode passwords or similar access control information;
 - (l) Knowingly or intentionally transmit, download, or upload any material that contains viruses, trojan horses, worms, time bombs, cancelbots, phishing, or any other harmful programs;
 - (m) Transmit, download, or upload any material that contains software or other material protected by federal or state intellectual property laws unless the user owns or controls the rights thereto or has received all necessary consents; or
 - (n) Use FAMU electronic connectivity for the exchange of pirated software.
- (5) Users who violate this Regulation may be denied access to FAMU electronic connectivity and subject to other penalties and disciplinary action, within and outside the University. Additionally, the University may temporarily suspend, block, or restrict access to an account, independent of such procedures, when it reasonably appears necessary in order to protect the integrity, security, or functionality of University or other IT resources or to protect the University from liability.
- (6) Unauthorized use of the FAMU electronic connectivity may be considered a crime under the Florida Computer Crimes Act, the U.S. Computer Fraud and Abuse Act, or other federal and state laws. Misuse of FAMU electronic connectivity or violations of this Regulation may result in disciplinary action up to and including termination of employment or dismissal from the University in accordance with applicable University regulations and collective bargaining agreements.

Specific Authority: Article IX, Section 7(c), Florida Constitution, and Board of Governors Regulation 1.001. History: New _____.

Action Item
Multi-year Employment
Contract for
Head Football Coach
Alex Wood

**Florida Agricultural and Mechanical University
Board of Trustees**



Budget & Finance Committee

Tuesday, June 9, 2015

Agenda Item: VIII

Item Origination and Authorization			
Policy ____	Award of Bid ____	Budget Amendment ____	Change Order ____
Resolution ____	Contract ____	Grant ____	Other __X__

Action of Board				
Approved ____	Approved w/ Conditions ____	Disapproved ____	Continued ____	Withdrawn ____

Subject: Multi-year Employment Contract for Alex Wood

Summary: Interim Athletic Director Dwayne Robinson and President Mangum recommend the approval of a three-year employment contract for Alex Wood, the Head Football Coach at Florida A&M University. Alex comes to FAMU with more than 35 years of coaching experience at the high school, collegiate and professional levels.

His resume speaks of a man who is well-versed in all aspects of program management as well as coaching, having worked as a head coach, coordinator, and assistant coach, garnering an impressive array of experiences on offense and defense while ascending through the coaching ranks.

Prior to accepting the job at FAMU, Wood served as offensive coordinator at the University of Buffalo from 2011-14. In October 2014, he began serving as interim head coach for the last four games of the season.

Wood served as running back coach at the University of Miami from 1989-1993 helping the team to a pair of national championships, including a perfect 12-0 season in 1991.

After serving as offensive coordinator at Wake Forest (1993-1994), he served as the head coach at James Madison University from 1995-1998, leading them to the NCAA Division I FCS playoffs in 1995.

Wood also brings professional experience, having served as an assistant coach in the NFL with the Arizona Cardinals, Cincinnati Bengals and the Minnesota Vikings.

Mr. Wood's salary is \$200,000.

Recommendation: It is recommended that the Board of Trustees approve the multi-year contract for Head Football Coach Alex Wood.

Information Item
Quarterly Financial Report



**Florida Agricultural and Mechanical University
Board of Trustees
INFORMATION ITEM**

Budget and Finance Committee

Tuesday, June 9, 2015

Agenda Item: IX

Subject: Quarterly Report - E&G and Non-E&G Budget Status as of May 30, 2015

Summary: Information Only: Please find attached the actual expenditures compared to the approved budget as of May 30, 2015 for E&G and Non-E&G budget entities.

- As of May 30, 2015 a total of 88.8% of the allocated dollars is showing as expended and encumbered compared to 91.7% of the year having been completed. Departments have been entering requisitions for maintenance agreements and other expenditures that will expire on June 30, 2015.
- **At this time, we do not anticipate any budgetary issues for the E&G Budget at the end of the fiscal year.**

Prepared by: The Budget Office

FY 2014-15 E&G Operating Budget (As of May 31, 2015)

ADMINISTRATION	BUDGET	ENCUMB	EXPEND	TOTAL EXPEND/ COMMITTED	%EXPENDED/ COMMITTED
PRESIDENT	1,634,437	144,606	981,973	1,126,579	68.93%
VP COMMUNICATIONS/EXTERNAL AFF	1,516,874	200,816	1,305,519	1,506,335	99.31%
VP ADMINISTRATION	9,817,194	714,621	7,999,174	8,713,795	88.76%
VP DEVELOPMENT	1,843,213	183,648	1,511,466	1,695,114	91.97%
VP AUDIT AND COMPLIANCE	732,734	74,485	610,996	685,481	93.55%
VP LEGAL AFFAIRS	1,282,123	169,941	1,069,430	1,239,371	96.67%
EIT	9,094,760	1,475,055	7,067,652	8,542,707	93.93%
PRESIDENTIAL RESERVE	1,820,434			0	0.00%
CAMPUS SECURITY	2,761,760	280,838	2,399,029	2,679,867	97.03%
TOTAL ADMINISTRATION	30,503,529	3,244,010	22,945,239	26,189,249	85.86%
PLANT OPERATIONS & MAINTENANCE					
PHYSICAL PLANT	17,491,762	4,344,113	9,507,120	13,851,233	79.19%
FACILITIES PLANNING	1,190,206	119,314	917,154	1,036,468	87.08%
ENVIRONMENTAL SAFETY	442,330	48,194	402,294	450,488	101.84%
TOTAL PO&M	19,124,298	4,511,621	10,826,568	15,338,189	80.20%
LIBRARIES	4,733,482	394,996	4,230,853	4,625,849	97.73%
STUDENT SERVICES					
VP STUDENT AFFAIRS	8,304,716	445,814	7,683,003	8,128,817	97.88%
TUITION Differential NEED BASE	2,227,345		2,065,560	2,065,560	92.74%
WOMEN ATHLETICS	678,264	34,341	556,916	591,257	87.17%
TOTAL STUDENT SERVICES	11,210,325	480,155	10,305,479	10,785,634	96.21%
TOTAL NON I&R	65,571,634	8,630,782	48,308,139	56,938,921	86.83%
INSTRUCTIONS AND RESEARCH					
VP ACADEMIC AFFAIRS	11,874,731	1,548,232	5,844,198	7,392,430	62.25%
ESI	1,972,506	132,034	1,685,077	1,817,111	92.12%
SUSTAINABILITY CENTER	306,497	29,406	218,710	248,116	80.95%
ARCHITECTURE	3,665,192	200,417	3,227,446	3,427,863	93.52%
SOCIAL SCIENCES	13,683,676	729,137	12,623,421	13,352,558	97.58%
SBI	7,805,225	339,983	7,283,322	7,623,305	97.67%
CESTA	4,940,856	397,270	4,403,497	4,800,767	97.16%
JOURNALISM	2,766,544	129,657	2,249,719	2,379,376	86.01%
EDUCATION	6,014,358	380,578	5,101,306	5,481,884	91.15%
NURSING	1,837,265	146,044	1,614,281	1,760,325	95.81%
PHARMACY	11,117,606	1,038,532	9,353,220	10,391,752	93.47%
ALLIED HEALTH	3,824,340	373,954	3,337,114	3,711,068	97.04%
SCIENCE AND TECHNOLOGY	8,913,668	453,662	7,663,991	8,117,653	91.07%
GRADUATE STUDIES	2,865,149	74,446	2,281,017	2,355,463	82.21%
ENGINEERING	11,655,220	196,448	9,806,675	10,003,123	85.83%
LAW SCHOOL	12,928,681	971,910	11,166,805	12,138,715	93.89%
TUITION DIFFERENTIAL	5,197,138	241,665	4,888,537	5,130,202	98.71%
TOTAL I&R	111,368,652	7,383,375	92,748,336	100,131,711	89.91%
TOTAL ALLOCATED E&G	176,940,286	16,014,157	141,056,475	157,070,632	88.77%

	**	<u>7,871,324</u>			<u>0</u>	0.00%
TOTAL UNALLOCATED E&G		7,871,324	0	0	0	
TOTAL E&G		<u>184,811,610</u>	<u>16,014,157</u>	<u>141,056,475</u>	<u>157,070,632</u>	84.99%

** TUITION NOT COLLECTED BECAUSE OF DECREASE IN ENROLLMENT. THIS IS BUDGET AUTHORITY ONLY AND CANNOT BE SPENT IF DOLLARS ARE NOT COLLECTED.

FLORIDA A&M UNIVERSITY											
NON E&G Budget Status As of May 31, 2015			Revenues								
	Dept	Fund	07/01/2014 Beginning Fund Balance	Budgeted Revenue	14-15 Revenue Collected YTD	Available Revenue	2014-15 Budget	14-15 Expenditures & Encumbrances as of 05/31/2015	Projected YTD Fund Balance	Notes	
Academic Affairs											
DRS Fund 118	Various	118	142,924	3,593,042	3,593,042	3,735,966	3,614,227	3,466,945	269,021		
Late Registration (Fund 117)	480910	117	54,931	150,000	150,000	204,931	225,694	226,696	(21,765)	A	
Law School Bar Prep Fee	613012	116	(6,045)	360,000	546,045	540,000	674,400	540,000	-		
Law School Library Coin Oper	603412	116	44,776	16,500	9,810	54,586	15,900	4,090	50,496		
Journalism Lab Fee	611012	116	(6)	5,235	4,575	4,569	3,710	1,217	3,352		
Graphic Arts Lab Fee	611032	116	(63,408)	2,595	63,408	-	-	-	-		
Nursing Lab Fees	614012	116	16,252	18,225	15,410	31,662	20,833	19,732	11,930		
Nursing ATI Fees	614022	116	31,008	37,930	31,487	62,495	49,307	49,187	13,308		
FAMU/Leon Cty Pharmacy	615012	116	375,767	292,500	350,720	726,487	374,234	348,306	378,181		
Pharmacy Lab Fees	615022	116	76,504	39,750	37,300	113,804	39,187	38,129	75,675		
Allied Health Lab Fees	616012	116	18,200	14,100	7,000	25,200	18,914	17,893	7,307		
Music Lab Fees	617032	116	2,489	6,875	4,325	6,814	5,062	4,299	2,515		
Biology Material Supplies Fee	617062	116	28,662	38,000	32,636	61,298	24,164	22,559	38,739		
Chemistry Lab Fee	617072	116	55,206	22,440	19,650	74,856	70,424	70,114	4,742		
CIS Lab Fees	617082	116	13,032	15,000	10,256	23,288	21,757	20,570	2,718		
Continuing Education	618070	116	(311,116)	904,145	436,775	125,659	387,557	298,333	(172,674)	B	
Marching 100 Summer Camp	618075	116	13,131	-	2,205	15,336	13,131	12,785	2,551		
Entomology Field Day	618076	116	45,404	28,600	23,105	68,509	28,930	26,224	42,285		
Edmonds Youth theatre	618079	116	11,400	28,000	30,581	41,981	30,377	17,120	24,861		
Office of Inst Tech - Support	618510	116	-	100,000	100,000	100,000	116,047	78,994	21,006		
Distance Learning- SBI	618520	116	(15,076)	362,726	320,927	305,851	401,786	243,590	62,261		
Distance Learning- Nursing	618530	116	78,547	197,640	54,900	133,447	187,990	86,143	47,304		
Distance Learning- Public Health	618540	116	44,176	365,950	209,950	254,126	326,772	98,736	34,711		
Pharmacy Seminars	618701	116	(75,073)	80,000	227,565	152,492	32,392	32,030	120,462		
Challenger Learning Center	619142	116	413,289	815,000	823,223	1,236,512	994,482	879,989	356,523		
Univ. Library Copy/Print Services	630010	116	44,630	35,000	27,150	71,780	24,801	16,385	55,395		
Transcript Fee	604370	116	13,175	140,000	142,633	155,808	114,950	113,168	42,640		
Student Hlth Ctr Pharmacy	604800	116	7,200	210,000	210,000	217,200	221,367	205,019	12,181		

FLORIDA A&M UNIVERSITY											
NON E&G Budget Status As of May 31, 2015				Revenues							
	Dept	Fund	07/01/2014 Beginning Fund Balance	Budgeted Revenue	14-15 Revenue Collected YTD	Available Revenue	2014-15 Budget	14-15 Expenditures & Encumbrances as of 05/31/2015	Projected YTD Fund Balance	Notes	
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Late Registration (Fund 117)	480910	117	54,931	150,000	150,000	204,931	225,694	226,696	(21,765)	A	
Law School Bar Prep Fee	613012	116	(6,045)	360,000	546,045	540,000	674,400	540,000	-		
Law School Library Coin Oper	603412	116	44,776	16,500	9,810	54,586	15,900	4,090	50,496		
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Graphic Arts Lab Fee	611032	116	(63,408)	2,595	63,408	-	-	-	-		
Nursing Lab Fees	614012	116	16,252	18,225	15,410	31,662	20,833	19,732	11,930		
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Pharmacy Lab Fees	615022	116	76,504	39,750	37,300	113,804	39,187	38,129	75,675		
Allied Health Lab Fees	616012	116	18,200	14,100	7,000	25,200	18,914	17,893	7,307		
Music Lab Fees	617032	116	2,489	6,875	4,325	6,814	5,062	4,299	2,515		
Biology Material Supplies Fee	617062	116	28,662	38,000	32,636	61,298	24,164	22,559	38,739		
Chemistry Lab Fee	617072	116	55,206	22,440	19,650	74,856	70,424	70,114	4,742		
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Marching 100 Summer Camp	618075	116	13,131	-	2,205	15,336	13,131	12,785	2,551		
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Distance Learning- SBI	618520	116	(15,076)	362,726	320,927	305,851	401,786	243,590	62,261		
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Student Hlth Ctr Pharmacy	604800	116	7,200	210,000	210,000	217,200	221,367	205,019	12,181		

	Dept	Fund	07/01/2014 Beginning Fund Balance	Budgeted Revenue	14-15 Revenue Collected YTD	Available Revenue	2014-15 Budget	14-15 Expenditures & Encumbrances as of 05/31/2015	Projected YTD Fund Balance	Notes
Administrative & Financial Services										
Controller's Office										
Surplus Property	445300	116	54,456	35,000	44,208	98,664	50,100	6,106	92,558	
Auxiliary Overhead	603130	116	2,045,326	1,060,000	1,278,348	3,323,674	1,703,644	1,374,982	1,948,692	
Late Payment Fund 117	480920	117	2,182,099	464,120	464,120	2,646,219	307,947	138,697	2,507,522	
Fin Aid Adm Exp Controller Fund 11	481220	117	1,319,667	225,000	225,000	1,544,667	285,231	83,022	1,461,645	
Business and Aux Services										
Bookstore	603150	116	559,750	283,230	311,977	871,727	170,860	159,961	711,766	
University Commons	603170	116	2,826,285	8,753,560	9,323,695	12,149,980	8,482,634	7,963,548	4,186,432	
Bus & Aux. Services	603400	116	40,838	110,000	110,000	150,838	132,229	124,086	26,752	
Post Office	603401	116	127,683	286,305	275,088	402,771	316,151	311,760	91,011	
Procurement Contracts	603405	116	63,916	100,000	172,729	236,645	125,914	83,593	153,052	
Rattler Card	603407	116	199,399	233,400	239,987	439,386	237,426	192,804	246,582	
Copy Center	603410	116	7,438	235,405	231,886	239,324	300,015	259,684	(20,360)	C
Construction & Facilities Planning										
Building Code	603415	116	99,636	150,000	422,134	521,770	164,676	156,268	365,502	
Events department	635010	116	189,975	60,000	91,553	281,528	113,737	89,809	191,719	
Events department-Ticket Sales	635011	116	8,685	50,000	5,210	13,895	51,955	4,144	9,751	
E.I.T										
Technology Fee	482200	117	2,822,256	2,352,734	1,889,083	4,711,339	4,821,666	4,363,296	348,043	
Telecommunications	603406	116	(327,514)	2,016,326	2,016,326	1,688,812	2,079,691	1,796,534	(107,722)	D

	Dept	Fund	07/01/2014 Beginning Fund Balance	Budgeted Revenue	14-15 Revenue Collected YTD	Available Revenue	2014-15 Budget	14-15 Expenditures & Encumbrances as of 05/31/2015	Projected YTD Fund Balance	Notes
Student Affairs										
Fin Aid Adm Exp Fund 117	481210	117	198,757	250,000	250,000	448,757	288,337	209,844	238,913	
Orientation Fee (Fund 117)	482000	117	(40,991)	270,000	270,000	229,009	288,298	285,784	(56,775)	E
Rattler Aquatics	603160	116	(885)	74,200	85,956	85,071	112,997	85,071	-	
Student Union	604140	116	-	736,449	745,874	745,874	766,678	710,177	35,697	
Student Union Bowling Alley	604141	116	38,465	10,000	18,751	57,216	16,058	15,662	41,554	
Rattler Express	604145	116	29,476	54,569	82,527	112,003	56,885	56,229	55,774	
Campus Recreation	631100	116	23,423	642,054	653,136	676,559	787,722	622,386	54,173	
Famuan Fund 117	430100	117	-	15,239	16,152	16,152	15,263	13,926	2,226	
FAMU DPS Alarm Monitor	604170	116	6,710	18,744	-	6,710	33,305	-	6,710	
FAMU Child Care Center	604480	116	(2,874)	665,937	622,467	619,593	659,059	628,410	(8,817)	F
Hosp O&M Student Hlth	604790	116	2,194,332	2,336,052	1,899,344	4,093,676	2,966,930	2,473,310	1,620,366	
Counseling Services	604795	116	(708)	360,388	360,388	359,680	360,908	350,498	9,182	
LifeScan Finger Printing	603210	116	54,817	20,000	52,869	107,686	34,022	31,650	76,036	
University Parking	603200	116	1,269	1,997,000	2,100,355	2,101,624	2,458,357	2,074,813	26,811	
Housing Fund 110	Various	110	2,141,814	14,939,536	13,773,517	15,915,331	15,490,547	13,910,534	2,004,797	
A&S Fees	Various	117	966,153	2,998,434	3,089,658	4,055,811	3,936,102	3,463,296	592,515	
President										
Athletics	Various	115	(7,842,789)	9,899,622	7,305,495	(537,294)	10,029,039	9,863,127	(10,400,421)	G
Concessions	450100	117	353,401	180,000	282,583	635,984	186,112	140,010	495,974	
NOTES:										
A Revenues are generated from fees that are assessed each semester when fees are paid late.										
B A debt reduction plan is in place in the Continuing Education department, spending has been restricted to adhere to the submitted plan.										
C Revenues are continuously generated when the FAMU Community utilizes the Copy Center.										
D A debt reduction plan has been implemented to reduce the deficit in Telecommunications.										
E Revenues for Orientation Fee are generated during summer orientation programs which will eliminate the projected negative balance.										
F Revenues for FAMU ChildCare are generated continuously throughout the fiscal year and will eliminate the projected negative balance										
G A debt reduction plan has been developed to address the deficit in Athletics. The budget and spending is reviewed on a weekly basis.										

Information Item
Contracts Over \$100K

Florida Agricultural and Mechanical University



Board of Trustees INFORMATION ITEM

Budget & Finance Committee Tuesday, June 9, 2015 Agenda Item: X

Contracts over \$100,000

1. Contractor: Maximus Higher Education
Contract #: 0010-2014
Contract Start Date: 03/09/2015
Contract Original Expiration date: 03/09/2018
Contract Amount: \$288,400

This contractor will help provide the tools necessary for Workload planning and management, certification, and auditing and reporting of faculty effort. This will also help in providing retroactive process corrections, the ability to document cost share and in-kind; and the ability to process hourly employee commitments on a monthly basis.

2. Contractor: Private Jet Services Group LLC.
Contract #: 2015-2871
Contract Start Date: 5/1/2015
Contract Expiration Date: 11/15/2015
Contract Amount: \$106,418.08

This contractor will provide and serve as an agent for the University and provide air transportation services related to certain athletic events.

Prepared by: The Office of Procurement Services

Information Item
Info on DSOs' Budgets



**Florida Agricultural and Mechanical University
Board of Trustees
INFORMATION ITEM**

Budget and Finance Committee
Tuesday, June 9, 2015
Agenda Item: XI

Subject: FY 2015-2016 Proposed Operating Budget for DSOs

Florida A&M University Foundation Inc.

Proposed Operating Budget for Fiscal Year 2015-2016

DRAFT

**Total Proposed
FY 2015-2016
Budget**

TOTAL REVENUE AND SUPPORT 2,886,804

EXPENDITURES

Total Salaries and Benefits 935,212

Total Foundation Operations 351,842

Total 625 E Tennessee St Operations 331,219

**Total University Advancement and
Fundraising Operations** 410,000

Total University Support 858,531

TOTAL EXPENDITURES 2,886,804

NET SURPLUS/(DEFICIT) -

Information Item
Athletics Budget Update



**Florida Agricultural and Mechanical University
Board of Trustees
INFORMATION ITEM**

Budget and Finance Committee

Tuesday, June 9, 2015

Agenda Item: XII

Subject: Athletics Budget Update

Summary: Information Only: The actual revenues and expenditures for the FY 2014-15 Athletics Budget as of May 31, 2015 are listed below:

**FLORIDA A&M UNIVERSITY
ATHLETICS REVENUE AND EXPENSES**

		May 2014	May 2015	Difference	
REVENUE					
Fee	601080	4,448,319	4,173,120	(275,199)	1
Waivers	601299	(129,634)	(66,494)	63,140	
Football Gate Receipts	602130	312,320	322,880	10,560	
Game Guarantees	602131	1,446,243	1,083,750	(362,493)	2
Concessions Sales	602132	29,205	63,175	33,970	
Athletic Program Sales	602133	12,130	6,240	(5,890)	
Football Season Tickets	602134	408,810	205,737	(203,073)	3
Advertising Sales	602136	186,950	211,691	24,741	
Royalty	602139	123,922	73,629	(50,293)	
NCAA Revenues	602141	640,069	457,775	(182,294)	4
Ticket Sales Away Games	602143	2,100	2,875	775	
Basket ball Receipts	602144	9,299	12,988	3,689	
Other Rev	602150	7,375	50,009	42,634	
Florida Consortium	602152	727,055	642,211	(84,844)	
MEAC/SWAC Revenue	602153	46,783	14,855	(31,928)	
Cash Over Short	604075	517		(517)	
Misc	604090	134,234	13,744	(120,490)	
	615001	1,334,680	7,500	(1,327,180)	5
Foundation	683900	477,739		(477,739)	6
Total		10,218,116	7,275,685	(2,942,431)	

EXPENSES

Salaries	711000	3,465,145	3,327,530	(137,615)	7
OPS	712000	758,033	403,085	(354,948)	8
Expenses	720000	5,478,923	5,404,255	(74,668)	
Mandatories	721000	251,738	191,088	(60,650)	9
OCO	750000		26,461	26,461	
Total		<u>9,953,839</u>	<u>9,352,419</u>	<u>(601,420)</u>	

1. Fees are less in FY 2015, because of the enrollment decline.
2. This fiscal year game guarantees were lower than the previous fiscal year.
3. The Season Ticket Sales were down.
4. The MEAC Conference Revenues have not been received for this fiscal year yet. We will also receive refunds for the expenses incurred for the NCAA Regionals for softball and baseball.
5. University Support has not been recorded for this fiscal year to assist with scholarships.
6. The Foundation has not given funds for Summer School this fiscal year yet.
7. The Salaries and Benefits difference is due to the personnel transitions that have taken place in Athletics.
8. The reduction in OPS is due to the conversion of employees to Permanent positions.
9. Mandatory expenses are less this fiscal year, because all of the expenses have not been posted yet.
The utilities were also capped at \$150,000.

Prepared by: Budget Office

Note: The budget approved in June 2014 called for revenues of \$9,390,171. That total has not proven to be achievable.