

## **Board of Trustee Meeting Minutes**

November 30, 2017 Minutes

January 18, 2018 Minutes

February 20, 2018 Minutes

## **Presidential Leadership Committee Meeting Minutes**

Presidential Leadership Committee November 29, 2017 Minutes

Presidential Leadership Committee January 11, 2018 Minutes

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



**MEETING MINUTES  
November 30, 2017**

**CALL TO ORDER AND WELCOME**

*Kelvin Lawson, Chair*

Chair Lawson called the meeting to order. Attorney Barge-Miles called the roll and a quorum was established. The following trustees were present: Carter, Dortch, Grable, Harrison, Lawrence, Lawson, Mills, Moore, Perry, Reed, Washington, and Woody.

Chair Lawson then asked for a moment of silence for Ms. Emoja Mullings, a FAMU sophomore journalism major who lost her life as a result of a traffic accident. Chair Lawson thanked the former Student Government President and Trustee, Justin Bruno for his service to the University. He also welcomed to the Board of Trustees Devin Harrison, the new SGA President.

**PUBLIC COMMENTS**

The following individuals presented public comments:

Dr. Clyde Ashley  
Dr. Vivian Royster  
Dr. Elizabeth Davenport

**PRESIDENT'S REPORT**

*Dr. Larry Robinson, Interim President*

Chair Lawson recognized Interim President Robinson for his report. Dr. Robinson presented a video with highlights from the past 90 days, which included the following:

- Dr. Robinson met with several members of the legislature regarding the Legislative Budget Request.
- The leadership team held a reception for the Florida Legislative Black Caucus at the Black Archives. Members expressed their continued support for initiatives at FAMU.
- The University continues to work on the plan for the medical marijuana education initiative. FAMU is responsible for educating minority communities across the state on the medicinal benefits of medical marijuana and the consequences of the unlawful use of marijuana. The initiative was featured in Black Enterprise Magazine.
- Mike Fernandez, Chairman and CEO of MBF Healthcare Partners visited FAMU. He was accompanied by Trustee Dave Lawrence. Mr. Fernandez was the special guest speaker at a forum attended by hundreds of FAMU students.

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- The University brought together researchers, students, and policymakers for discussions at its international energy, water, and food nexus summit in Orlando.
- Ms. Cara Hackett, editor-in-chief of the FAMUAN, was one of six HBCU students chosen to receive hands-on online news training with the Online News Association.
- Former FAMU President Dr. James Ammons was the University's Founder's Day speaker. During that convocation, historical markers were unveiled for the Carnegie Library, Lucy Moten Elementary School, and Gibbs Cottage.
- The University's enrollment is currently at 9918. Freshman enrollment is up about ten percent (10%) over last year.
- Over 1500 students attended the Florida Blue Florida Classic recruitment event in Orlando and another 200 attend an event held during the Tampa Classic weekend.
- Lockheed Martin donated \$50,000 for student scholarships.
- Alumni Bernard and Shirley Kinsey donated \$250,000 for band uniforms and a trailer to transport the band's equipment.
- The Marching 100 will participate in the Tournament of Roses Parade in 2019.
- On December 7, 2017, the U.S. Secretary of Agriculture, the Honorable Sonny Perdue will host a round table discussion at FAMU entitled "Youth in Agriculture."

### **PRESIDENTIAL LEADERSHIP COMMITTEE REPORT**

*Trustee Thomas Dortch*

Trustee Thomas Dortch, chair of the Presidential Leadership Committee reported that the Board of Governors granted the University's request for a waiver of BOG Regulation 1.002. The waiver allows the University to opt out of a national search for a president.

He stated that the committee met and revisited the process that it used to create the Presidential Profile. He stated that the committee held constituent town hall meetings and received feedback from students, faculty, staff and alumni regarding what characteristics they wanted in a president. The Board also met with a consultant and compiled the characteristics they thought were important. The consultant then put the information together to create the presidential profile. The Board approved the presidential profile at its September meeting. The committee members individually weighed Dr. Robinson's performance against the profile. During the committee meeting, Dr. Robinson was given an opportunity to comment about the profile. He stated that the Presidential Profile is what FAMU needs and that he feels he possesses the qualities outlined in the profile.

Trustee Dortch shared that the committee recommended that Dr. Larry Robinson be named president of Florida A&M University. He then moved that the Board of Trustees name Dr. Larry Robinson, permanent president of Florida Agricultural and Mechanical University. The motion was seconded by Trustee Lawrence and the motion was approved through a unanimous roll call vote of the Board. Through this action, Dr. Larry Robinson became the 12<sup>th</sup> president of Florida Agricultural and Mechanical University.



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President Robinson addressed the Board and thanked them for the opportunity to serve as the 12<sup>th</sup> permanent president of Florida A&M University. He said that he was humbled by the Board's action and looks forward to working with them as they move the University forward.

**STANDING COMMITTEE REPORTS**

Chair Lawson next recognized the Committee chairs to present their respective reports.

**Governance**

*Trustee Harold Mills*

Chair Lawson recognized Trustee Mills for the Governance Committee report. Trustee Mills indicated that the committee reviewed the Presidential Evaluation and after a short discussion, the Committee accepted it.

Next, the Committee conducted a preliminary review of President Robinson's goals. It was suggested that the number of goals should be reduced to approximately 15. Trustee Mills shared that the committee recommended that the Board provide updates and recommendations regarding the goals, to the board liaison for compilation. Trustee Mills stated that he will work with President Robinson to incorporate the feedback into the goals. This process should be finalized within the next 30 days and will be presented to the Board during a special called meeting. Trustee Mill stated that since the goals were not finalized, they should be removed from the consent agenda.

**Presidential Leadership Committee**

*Trustee Thomas Dortch*

Chair Lawson recognized Trustee Dortch to share any additional information from the Presidential Leadership Committee. Trustee Dortch indicated that the committee needs one additional meeting to wrap-up its responsibilities. Chair Lawson asked the committee to remain active through President Robinson's confirmation by the Board of Governors.

**Academic and Student Affairs**

*Trustee Matthew Carter, Chair*

Trustee Carter reported that the Academic and Student Affairs Committee had six action items for approval.

- The revised request for leave without pay for Dr. Golden for fall 2017 semester and spring 2018.
- The Textbook Affordability Annual Report.

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- Revisions to Regulation 4.105 which requires that the costs of textbooks and instructional materials must be posted at least 45 days prior to the first day of class.
- Proposed Regulation 5.005, which establishes guidelines regarding freedom of expression and assembly rights and responsibilities and open platform areas.
- FAMU's Campus Safety Enhancement Plan.
- FAMU's Mental Health Counseling Enhancement Plan was presented.

It was noted for the record that, although the committee approved the recommendation to approve the mental health plan, it should be forwarded to the budget committee for funding consideration.

Trustee Carter shared that Dr. William Hudson, Jr., provided an update to the committee on the 2+2 program and Mr. Bryan Smith provided an update on the University's hazing prevention initiatives.

**Strategic Planning and Performance Measures**

*Trustee Nicole Washington*

Trustee Washington reported that the Strategic Planning and Performance Measures Committee met on November 29, 2017 and heard updates on the following items:

- Strategic Plan Implementation - Interim Provost Rodner Wright and VP William Hudson provided an update on an initiative to restructure the University's advisement program which will be completed by June 2018.
- Performance Based Funding Model - VP Maurice Edington provided a summary of FAMU's historical performance. The committee requested that VP Edington identify a set of appropriate metrics that will serve as leading indicators of the University's ongoing progress on the Performance Metrics.
- Faculty Workload Study - VP Edington indicated that a draft of the study will be presented to the board at the March 2018 meeting.

**Athletics**

*Kelvin Lawson, Chair*

Chair Lawson reported that the Special Committee on Athletics met and that the University's new athletic director, Dr. John Eason was introduced. The committee reviewed the athletic budget. He stated that the Athletics is on trend to have another balanced budget. He also shared that a search committee for a new coach has been formed.

During the Board meeting, Chair Lawson recognized AD Overton and thanked him for his service to the University. He then presented Mr. Overton with a FAMU football helmet signed by members of the Athletics Department.

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**Audit and Compliance**

*Trustee Craig Reed, Chair*

Trustee Reed reported that the Audit Committee considered several information items during its meeting. He stated that Ernst & Young performed on-site field work for the Rattler Boosters forensic audit. He said that the University is taking steps to ensure controls are put in place to correct the issues. He said that the Division is looking forward to filling the chief compliance officer position within the next few weeks. Trustee Reed also discussed how the University will manage audit findings, with there being more accountability when correcting the findings.

**Budget, Finance and Facilities**

*Trustee Kimberly Moore, Chair*

Chair Lawson recognized Trustee Moore for the committee's report. Trustee Moore shared that the Budget, Finance and Facilities Committee had three action item: an Amendment to the FY 2017-18 Operating Budget, 2) Income and Expenditure Statements for Auxiliary Facilities with Outstanding Revenue Bonds, and 3) CASS Amendment #1 for a Construction Manager. The Committee also heard presentations on the six (6) information items: financial status report, write-offs, project updates, food service vendor update, succession planning, and cost savings quarterly update.

Trustee Moore indicated that other items identified for future placement on the agenda include hiring an individual with expertise to lead the University's public/private partnerships; the selection of a food service vendor, acceleration of the succession planning implementation process, expand the reporting of student accounting write-offs, and increasing cost savings with a goal around 10 percent.

**Direct Support Organizations**

*Trustee Thomas Dortch, Chair*

Trustee Dortch was recognized for the DSO report. He indicated that the DSO Budgets for the FAMU Foundation and the FAMU National Alumni Association (NAA) were presented to the Committee. The committee accepted the NAA budget and indicated that the budget for the Foundation needed to be brought back to the committee with revisions and the Committee needed more time to review the Boosters' budget. The committee also heard updates from the National Alumni Association, the FAMU Foundation and the Rattler Boosters.

**Law**

*Trustee Belvin Perry, Chair*



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Trustee Perry reported that the special committee on the College of Law met. Dean Leroy Pernell provided updates on new measures implemented to address the bar passage rate, the ABA accreditation in spring 2019, admission requirements, and legal clinics and field placements.

Chair Lawson indicated that the committee should still plan to do a site visit. The scope of the visit should include how the Board can support the COL and make it viable in the business community by focusing on economic development/community development and organizational effectiveness. Chair Lawson asked Trustees Mills to serve the committee as a business resource. Trustee Harrison was added to the committee as a member.

**CONSENT AGENDA**

Chair Lawson identified each item on the consent agenda and asked if there were any changes. He reminded the Board that the presidential goals, the Foundation Budget, the Rattler Boosters Budget, and the Boosters By-laws were all removed from the consent agenda. Trustees Moore and Mills clarified that the campus safety plan and the mental health counseling enhancement plan should remain on the consent agenda, pending a review and confirmation by the Budget, Finance and Facilities Committee that dollars exist for implementation. Chair Lawson asked for a motion to approve the Consent Agenda. It was moved for approval by Trustee Moore and seconded by Trustee Reed and the motion carried. The consent agenda included the following items:

**Board of Trustees (BT)**

- BT1 September 12, 2017 Minutes
- BT2 September 15, 2017 Minutes

**Academic and Student Affairs Committee (ASA)**

- ASA1 LWOP for Dr. Amber Golden
- ASA2 Revised Textbook Affordability
- ASA3 Textbook Affordability Annual Report
- ASA4 Campus Safety Plan
- ASA5 Mental Health Counseling Enhancement Plan
- ASA6 Freedom of Expression Rights and Responsibilities

**Audit and Compliance Committee (AC)**

- AC1 Report re: Rattler Boosters

**Budget, Finance and Facilities Committee (BFF)**

- BFF1 Amendment to FY 2017/2018 Operating Budget

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- BFF2 Approval of Income and Expenditure Statements for Auxiliary Facilities with Outstanding Revenue Bonds
- BFF3 CASS Amendment #1 for Construction Manager

**Direct Support Organizations Committee (DSO)**

- DSO1 Acceptance of FAMU National Alumni Association Budget

**Governance Committee**

- G1 Presidential Evaluation for 2016/2017

Next, the Board heard presentations from Dr. Tonjua Williams, president of St. Petersburg College who made a presentation to the Board regarding its 2+2 program with FAMU. Dr. Murray Gibson, dean of the FAMU-FSU College of Engineering; Dr. Seth Ablordeppey, interim dean of the College of Pharmacy and Pharmaceutical Sciences, and Dr. Cynthia Hughes Harris, dean of the School of Allied Health Sciences all provided updates regarding their respective academic units.

With there being no further business, the meeting adjourned.





**Florida Agricultural and Mechanical University  
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**CONFERENCE CALL  
MEETING MINUTES  
January 18, 2018**

Chair Kelvin Lawson called the meeting to order. Attorney Barge-Miles called the roll and a quorum was established. The following trustees were present: Matthew Carter, Thomas Dortch, Bettye Grable, Devin Harrison, David Lawrence, Kelvin Lawson, Harold Mills, Kimberly Moore, Belvin Perry, Craig Reed, Nicole Washington, and Robert Woody.

Chair Lawson asked the committee chairs to present their report. The following actions resulted from the reports:

- Trustee Dortch indicated that the Direct Support Organizations Committee met and recommended approval of the 2017/2018 FAMU Foundation Budget. He then offered a motion to approve the budget. It was seconded by Trustee Perry and the motion carried.
- Trustee Mills, chair of the Governance Committee moved approval of the Graduate Assistant's Tentative Agreement. Trustee Woody seconded the motion and the motion carried. The agreement provides the following:
  - Ends the GAU impasse
  - Implements a three-year agreement with re-openers instead of coverage of the entire agreement, and
  - University pays 100% of individual premium and caps the health insurance premium at \$2035 per graduate assistant.
  - Implements the \$12.89 minimum hourly rate
  - Implements the minimum stipend rate at \$10,054.20 for a .50 FTE, 9-month appointment
  - Provides a one-time \$250 bonus
- Trustee Mills then shared that the Governance Committee recommended approval of President Robinson's 2017/2018 goals. Trustee Woody moved approval. The motion was seconded by Trustee Dortch and the motion carried.

**Updated Goals**

- Goal 1: Increase the University's overall score on the metrics evaluated under the Performance Based Funding Model (baseline score = 65 points)
- Goal 2: Increase the University's six-year graduation rate by 5% (from 40.7% to 45.7%)

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- Goal 3: Achieve first-time licensure pass rates that meet or exceed state or national benchmarks in Law (Goal:  $\geq 70\%$ ), Nursing ( $\geq 87\%$ ), Pharmacy ( $\geq 93\%$ ) and Physical Therapy ( $\geq 91\%$ )
  - Goal 4: Increase annual giving by 25% (from \$8.5M to \$10.6M) and implement a plan to launch a capital campaign
  - Goal 5: Implement a comprehensive plan to improve customer service in key campus administrative units and enhance engagement with stakeholder groups (note: customer satisfaction surveys will be used to evaluate improvements)
  - Goal 6: Increase total headcount enrollment by 5% (from 9,913 to 10,409)
  - Goal 7: Develop a comprehensive housing plan by June 2018 to address short and long term housing strategies, including:
    - Present the P3 Project to the Board of Governors for approval in 2018
    - Complete a comprehensive facilities assessment study in spring 2018
  - Goal 8: Increase total R&D expenditures by 1% (from \$45.4M to \$45.8M)
  - Goal 9: Reduce overall expenditures by 5% and continue to invest in the University's key initiatives and strategic priorities, while increasing cash flow and liquidity (reserves)
    - Reduce overall expenditures by 5% for FY 18-19 (baseline expenditures = \$176,406,277)
    - Continue to invest in the University's priorities
    - increase cash flow and liquidity (reserves)
  - Goal 10: Strengthen the University's financial health by achieving or exceeding a minimum debt ratio of 0.84
    - Achieve or exceed projected debt ratio of 0.84 for FY 17-18
- Athletic Director John Eason presented a synopsis of Coach Simmons' employment contract. Trustee Woody offered a motion for approval. The motion was seconded by Trustee Dortch and the motion carried.
  - The final agenda item was approval of President Robinson's employment agreement. Trustee Dortch moved approval of the agreement. It was seconded by Trustee Woody and the motion carried.

With no further business, the meeting adjourned.





**Florida Agricultural and Mechanical University  
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**CONFERENCE CALL  
MEETING MINUTES  
February 20, 2018**

Chair Kelvin Lawson called the meeting to order. Attorney Barge-Miles called the roll and a quorum was established. The following trustees were present: Matthew Carter, Thomas Dortch, Bettye Grable, David Lawrence, Kelvin Lawson, Harold Mills, Belvin Perry, Craig Reed, Nicole Washington, and Robert Woody.

Chair Lawson asked Trustee Craig Reed to present the Audit and Compliance Committee report. Trustee Reed reported that the audit committee met on February 20, 2018 and had one action item: approval of the Performance Based Funding Data Integrity Audit. He recounted that Vice President Givens gave an overview of the audit and indicated that controls were adequate, appropriate, and effective to provide reasonable assurance that performance based funding data is accurate and complete. He stated that improvements could be made in the following areas:

- User access privileges and reviews
- Inadequate separation of duties regarding application and graduation of students
- Inadequate controls for degree audits and approval of exceptions to the curriculum
- Updates to the Academic advisement module were not made

Trustee Dave Lawrence moved approval of the audit. The motion was seconded by Trustee Dortch and the motion carried.

Next, Chair Lawson indicated that Vice President Givens will provide the audit reports for Direct Support Organizations during the March, 2018 Board of Trustees meeting. He stated that the Board needs to see action plans, in compliance with the audit reports.

Trustee Reed shared that the Audit and Compliance Committee also heard updates regarding:

- external audits (financial federal awards, operational, response to the Joint Legislative Audit Committee, forensic audit of Rattler Boosters, and Bright Futures);
- Status of prior audit findings;
- NCAA report and status of findings;
- Rattler Booster internal control review;
- Chief Compliance and Ethics officer; and
- Enterprise Risk Management Survey by BOG.

Chair Lawson indicated that he wants the Board to have a hard-copy of the document addressing athletics and textbook affordability audit findings, before it goes to the legislative committee.

With no further business, the meeting adjourned.





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**Presidential Leadership Committee Minutes  
November 29, 2017**

The Presidential Leadership Committee met on November 29, 2017. Trustee Dortch called the meeting to order and Attorney Barge-Miles called the roll. The following trustees were present: Dortch, Grable, Lawrence and Perry.

The first item on the agenda was approval of the September 7, 2017 minutes. Trustee Lawrence made the motion to approve the minutes. It was seconded by Trustee Perry and the motion carried.

Trustee Dortch informed the Committee that the Board of Governors approved the Board's request for a waiver of BOT Regulation 1.002. Because of that waiver, the Board is no longer required to conduct a national search for the presidential vacancy.

The committee members were provided the "Presidential Profile" and asked to review it prior to the meeting. Trustee Dortch reviewed the process the committee and Board had followed:

- First, the Board held town hall meetings and received feedback from students, faculty, staff and alumni regarding what they wanted in a president.
- The Board met with a consultant as a Board and compiled the characteristics they thought a president should possess.
- The consultant then put the information together to create the presidential profile.
- The Board approved the presidential profile at its last meeting.
- The Committee members individually weighed Dr. Robinson's performance against the profile.

Dr. Robinson was given an opportunity to comment. He stated that the Presidential Profile is what FAMU needs and he feels he possessed the qualities outlined in the profile. FAMU must now work harder and smarter. The person leading the University must have integrity and respect for its mission. He stated that he would be overwhelmed with joy to lead FAMU.

Trustee Belvin Perry moved that the committee recommend to the full Board that Dr. Larry Robinson be named the permanent president of Florida A&M University. The motion was seconded by Trustee Dave Lawrence and the motion carried.

There being no further business, the meeting adjourned.



## Florida A&M University Board of Trustees



### January 11, 2018 Special Committee on Presidential Leadership Meeting Minutes

Trustee Thomas Dortch called the meeting to order. Attorney Barge-Miles called the roll and a quorum was established. The following trustees were present: Bettye Grable, Dave Lawrence, Belvin Perry, and Thomas Dortch.

Trustee Dortch explained that the only agenda item was consideration of the draft employment agreement for President Robinson. Chair Lawson provided an overview of the agreement. He noted the following:

- President Robinson's compensation will remain the same as what he earned as the interim president
- A performance bonus of up to 20%, was added and is comparable with other State University System presidents. The President's goals are also tied to the bonus.
- There is an annuity of 15%, which is comparable with other State University
- President Robinson's housing allowance will remain the same as it was as the interim president
- The automobile allowance will remain the same as it was as the interim president
- Clubs and memberships will remain the same as it was as the interim president
- The provision for Mrs. Robinson to accompany President Robinson on official University business will remain the same as it was when he was the interim president
- Reducing the pay, post-sabbatical to 80%
- Contract is recommended for a three-year period, renewable for a year, following the three years

Trustee Dortch noted that Chair Lawson had benchmarked the benefits provided in the agreement and confirmed that they were comparable with the benefits provided to other State University System Presidents.

Trustee Perry moved approval of the contract, as proposed. It was seconded by Trustee Grable and the motion carried.

With there being no additional business, the meeting adjourned.