

**Summary Minutes  
Board of Trustees Meeting  
Via Telephone Conference Call  
January 29, 2010**

Chairman C. William Jennings called the meeting. Mrs. Fuse-Hall called the roll and the following Trustees were present: Chairman Bill Jennings, Trustee Solomon Badger, Trustee Laura Branker, Trustee Richard Dent, Trustee Gallop Franklin, Trustee Maurice Holder, Trustee R. B. Holmes, Trustee Daryl Parks, Trustee Marjorie Turnbull, and Trustee Karl White. A quorum was established.

The Chairman encouraged everyone to attend the board assessment workshop in Tallahassee on February 17 and to participate in the weekend celebrating the Law School on the February 19-20. There are several items that require the board's attention and the Chairman recognized the President for his comments.

The president thanked the chairman and wished everyone a happy new year. He noted that the University graduated nearly 1000 students in December and spring enrollment is slightly lower than the fall, moving from 12,274 to 11,430.

President Ammons informed the board of Governor Crist's recent appointments to the Board of Governor; they are:

- Ava Parker, Vice Chair of the Board, Jacksonville
- Dick Beard
- Dean Colson, current Educational Advisor to the Gov.
- Patricia Frost
- Morie Hussanie
- Ambassador John Rudd

Shortly after the semester began, the major earthquake hit Haiti. There are about 80 Haitian students enrolled at the University and many more that are of Haitian descendent. Immediately the campus began working with these students to ensure that they were okay as they awaited word from family and friends. There are several projects underway at the University to collect essential needs such as food, water and clothing. The State University System has issued a protocol about how campuses respond to this crisis to ensure that we work in a helpful manner and to coordinate efforts with officials in Haiti. Each campus was asked to designate a point of contact and Mr. Joseph Jones, Interim Assistant Vice President of the Office of International Education and Development was designated by the president.

Also there is a fund-raising effort at basketball games and on campus. The President has asked the Leadership of the University to lead this campaign and Board members will receive this information if they would like to contribute to this effort.

Chancellor Brogan has asked the Governor to support the “New Florida Initiative” which ensures predictable funding for the State University System (SUS). At the Board of Governors meeting yesterday in Tampa, the governor attended the meeting and announced that he favors this initiative and announced that that his budget will include a \$100 million for the SUS. Although he did not commit to a multi-year appropriation, this is a first step for a \$1.7 billion, multi-year initiative of new funds to double revenues that come to the University. Chancellor Brogan has ensured that the presidents of each campus will benefit from these funds; however, the SUS has not identified how these will be distributed. “We don’t have a methodology yet; and it has to make it through the legislature.

Lastly, please note that the University did submit its dental proposal to the Board of Governors for authorization for the University to offer this program. The goal was to have the Board of Governors consider it at the meeting that concluded yesterday. Chancellor Brogan informed us that he was not taking this matter to the Board of Governors at this time. We will keep you apprised of this process as it makes its way through other channels.

#### **Howard Hughes Minority Institute (HHMI)**

The board received information regarding the review of a grant with the Howard Hughes Minority Institute (HHMI). The staff revised the University’s research policy to ensure that grants are processed in the appropriate department—either Sponsored Programs or the Foundation. Vice President Robinson discussed highlights of the policy.

Following this discussion, Trustee Parks moved approval of the revised policy. The motion was seconded by Trustee Franklin and it was approved.

#### **Budget Amendments**

President Ammons asked Vice President Hardee to present information regarding the Budget Amendments. She noted the following request:

- Additional budget authority of \$425,802 for the FAMU DRS Trust Fund to cover projected deficits for the current fiscal year.
- Additional budget authority of \$835,000 in the Auxiliary Trust Fund to cover pre-construction and design services.

Trustee Parks asked what the transfer from previous years was. She answered about \$468,000. Trustee Franklin inquired about the federal dollars awarded for the residential housing projects. She responded that the University has appropriated \$825,000 to support the pre-construction activities and the federal funds of \$700,000 will be invested in the renovation of Sampson and Young Residence Halls.

Trustee Badger mover approval of these two (2) budget amendments. Trustee Turnbull seconded the motion and it carried.

Vice President Hardee noted that beginning June 11-August 5, 2010, the University would conduct business between 7:30 a.m. and 6:00 p.m. with flexibility within a ten (10) hour work schedule. She noted that the staff conducted a survey of employees and students' regarding the four-day work week and it was well-received. Trustees inquired about students that need assistance when the offices are closed. It was explained that that students and the public are notified about the operational times; there were no problems experienced last year. Trustee Branker asked why this alternative was recommended; the response was as a cost saving measure since buildings are closed and electricity is reduced. Trustee Badger noted that other institutions in Florida have used four-day work week for years. Trustee Franklin said that students loved the four-day work week. He noted that there was a seamless transition with very few problems. President Ammons noted that action is requested to permit timely distribution of this time as well as publishing the class schedules. He noted that the staff will address all the expressed concerns.

Trustee Badger moved approval of the four-day work week. Trustee Franklin seconded the motion and it carried.

Vice President Vice Hardee provided information about the contract for the construction of Phase III of the Campus Electrical Upgrades Project. This is a \$34.9 million project to improve the electrical infrastructure throughout the campus over three (3) phases of work:

- **Phase I:** Completed. Upgraded approximately one-third of the existing power distribution system, including the installation of underground distribution systems to improve overall system protection and reliability.
- **Phase II:** Construction is substantially complete and included the second third of the work initiated in Phase I. Phase II also included the installation of some of the systems for remote monitoring and measurement at certain power distribution points.
- **Phase III:** Construction will complete the following:
  - Completion of the work, initiated in Phase I and continued Phase II, for the entire campus.
  - Connection of the campus to a third City of Tallahassee circuit. This improves the reliability of power supply to the campus.
  - Installation of approximately 780 new lighting fixtures campus-wide to address the universities lighting problems.
  - Implementation of a system, on all new fixtures and selected areas campus wide, to facilitate and expedite the maintenance and restoration of out of service lighting. The completion of this Phase III of the campus electrical upgrades will result in an electrical system that is very reliable and prepared for University growth well into the future. This has a budget \$7.8 million.

In December, the University advertised for contractors to bid on Phase III construction work and received five (5) bids. These are being reviewed now.

Trustee Badger moved that the Board of Trustees authorizes the President to:

- a) Enter into contract negotiations with the lowest responsible and responsive bidder for the construction of the Campus Electrical Upgrades Phase III.
- b) Execute a contract with the lowest responsible and responsive bidder following: (i) the successful negotiation of contract terms; and (ii), the review and approval of the Office of the General Counsel;

- c) Enter into contract negotiations with the next lowest responsible and responsive bidder, should negotiations with the lowest responsible and responsive bidder be unsuccessful, and continue the processes in items (a) and (b) above with the next-ranked bidders, as necessary, until a successful contract is negotiated and executed; and
- d) Notify the Board of the Trustees of the results of the contract negotiations at the next board meeting.

The motion was seconded by Trustee White and it was carried.

Vice President Hardee provided information regarding approval of the design consultants for Phase III for the FAMU/FSU College of Engineering. During the 2009 Legislative session, the University received an allocation of \$985,665 for planning the construction of Phase III of the college. The project will construct the third wing of the College, comprising 78,100 gross square feet of primarily classroom, offices and research labs. FAMU has full responsibility for managing the planning and construction of the project.

In August 2009, the University advertised for an Architect/Engineer for the project and 20 firms responded. A selection committee comprised of representatives from FAMU and FSU was appointed by the President. Seven (7) firms were short-listed and the top four firms in rank order were:

- Gilchrist, Ross and Crowe, Architects—Tallahassee, FL
- EMO Architects Inc.—Tallahassee, FL
- JRA Architects Inc.—Tallahassee, FL
- Barnett, Fronzak and Barlowe Architects—Tallahassee, FL

The staff recommends that:

- a) The Board of Trustees ratifies the President's approval of the Selection Committee's ranking of the Architect/Engineer for the FAMU/FSU College of Engineering and authorizes the President to initiate contract negotiations with Gilchrist, Ross and Crowe, Architects.
- b) The Board of Trustees authorizes the President to execute a contract with Gilchrist, Ross and Crowe, Architects upon successful negotiation of contract terms, and subject to review and approval of the Office of the General Counsel.
- c) Should negotiations with Gilchrist, Ross and Crowe, Architects be unsuccessful, that the Board of Trustees authorizes the President to proceed with negotiations with the next-ranked firms, until a contract is successfully negotiated, reviewed and approved by the Office of the General Counsel; and
- d) The President notifies the Board of Trustees of the results of the negotiations at its next regular meeting after the execution of the contract.

Trustee Turnbull inquired about the basis for the selection of the architects. Mr. Sam Houston explained the criteria for the selection. Trustee Dent asked if this project is the responsibility of FAMU or FSU. Both schools agreed that FAMU would lead the project.

Trustee Turnbull moved approved of the recommendations; it was seconded by Trustee Badger. The motion carried.

President Ammons recognized Dr. Cynthia Hughes Harris, Provost and Vice President of Academic Affairs, to outline the requests for sabbatical and professional leave. He noted that she and he have reviewed these requests and submit them for approval.

There are sixteen (16) applications for sabbaticals and three (3) applications for professional development leaves were submitted for the 2010-11 academic year, which were reviewed by the Sabbatical and Professional Development Leave Committee.

#### **Sabbatical Leave**

<b>NAME</b>	<b>COLLEGE/SCHOOL</b>	<b>SEMESTER</b>
Dr. Seth Ablordeppy	Pharmacy and Pharmaceutical Sciences	Fall 2010
Dr. Rajendra Arora	FAMU/FSU Engineering	Spring 2011
Ms. Barbara Bernier	Law	Spring 2011
Dr. Eisenhower Etienne	Business and Industry	Fall 2010/Spr 2011
Dr. Christopher Ikediobi	Arts and Sciences (Chemistry)	Fall 2010
Dr. Egwu Kalu	FAMU/FSU Engineering	Fall 2010/Spr 2011
Dr. John Peterson	CESTA	Fall 2010
Dr. S. Gikiri Thuo	Arts and Sciences (Mathematics)	Fall 2010/Spr 2011
Ms. LaVerne Wells-Bouie	Architecture	Fall 2010
Mr. Edward White	Architecture	Spring 2011
Dr. Derek Williams	Arts and Sciences (Visual Arts)	Fall 2010

#### **Professional Development Leave**

Dr. Helen Hennessey	General Studies	Spring 2011
Ms. Deborah LaGrassee	Architecture	Spring 2011

Trustee Franklin asked how many leaves are granted and how does that compare with other universities. The Provost responded that leaves are granted in accordance with the collective bargaining agreement. Within this cohort, three (3) requests are for one (1) year and eight (8) for half a year. There is a committee that conducts a rigorous process with deadlines established between the faculty senate and the Division of the Academic Affairs Office.

Trustee Branker moved approval of the sabbatical and professional development leave requests. Trustee White seconded the motion and it carried.

President Ammons noted that electronic communications has become the pens and pencils as critical instruments for our faculty and students. An essential component of the electronic media is the email system. Our email system was last upgraded in 2003 to prepare for the conversion to PeopleSoft applications and modules that we utilize. As we review our current status of usage and anticipate our ever-growing dependency on our email system, we may need to do a comprehensive upgrade or replacement of the current system. This will be a costly endeavor; therefore, we are examining this need very closely in relation to several other expenditures; however, this is an important issue to bring to the board's attention before we complete our analysis and bring recommendations.

Chairman Jennings thanked President Ammons and the members of the Leadership Team for the work on these items. He encouraged everyone to participate in the retreat in February.

There being no further business, the meeting adjourned.

Respectfully submitted,

*Rosalind Fuse-Hall*

Rosalind Fuse-Hall

Assistant Corporate Secretary