

December 8, 2022

Subject: Board of Trustees Meeting Minutes

Rationale: Section 5.10 of the Board of Trustees Operating Procedures provides that detailed minutes should be kept for any Board or Committee meeting. Those minutes should include a record of votes cast and attendance.

Recommendation: Approve the Board of Trustees meeting minutes for:

- October 6, 2022
- October 27, 2022

Attachments: Yes, copies of the minutes are attached.

FLORIDA **A&M** UNIVERSITY
Board of Trustees

Meeting Minutes
October 6, 2022

CALL TO ORDER AND WELCOME

Kelvin Lawson, Chair

Chair Lawson called the meeting to order. Attorney Barge-Miles called the roll. The following trustees were present establishing a quorum: Bell, Cavazos, Cliatt, Dortch, Harper, Lawson, Moore, Perry, Stone, and Washington.

Chair Lawson noted that the closed session on cyber security would be held during the Board's December 7-8, 2022, meeting.

PUBLIC COMMENTS

There were no public comments.

PRESIDENT'S REPORT

President Robinson started his report by highlighting that FAMU was named the Top Public HBCU for the fourth consecutive year. The University also received high marks in other rankings by the U.S. News and World Reports. He said that FAMU is on its way to becoming a Carnegie Research One University.

The University's strategic plan was approved by the Florida Board of Governors during its September meeting. The plan lays the foundation for the University's next steps and is a road map for the next five years. Each strategic area of focus identifies ambitious goals. He said that the University remains committed to increasing student success, and that its key initiatives for the upcoming year will move it forward, elevating and sustaining students. Of note are the goals for the Performance-Based Funding metrics which are at the top of the list.

President Robinson also shared several highlights:

- The University celebrated the past success of its graduates by unveiling a plaque honoring the fifty-seven law school students that attended the original FAMU College of Law.
- During the Freshman Transition Ceremony, he addressed the incoming class of 2026 and urged them to take advantage of the rich culture of FAMU.
- The University received \$500,000 in Federal funding for the Coleman Memorial Library Preservation Project.
- The University expanded its partnership with Wiley to launch three new graduate degree program tracks in nursing.
- FAMU also joined Grow with Google's HBCU career readiness program to train 100,000 Black college students in digital skills by 2025.

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President Robinson shared that the University has seen a 160% increase in the number of first-time in college students who applied to FAMU this year, compared to last year. The average high school GPA of those students who applied thus far is 4.04.

President Robinson reiterated that “Great things are happening at FAMU every day” and shared that “Good Morning America” will broadcast from campus during the Homecoming 2022 festivities.

Note: President Robinson presented a video highlighting recent activities.

STUDENT GOVERNMENT ASSOCIATION REPORT

Next, Chair Lawson recognized University Trustee and Student Government President Zachary Bell for his report. Trustee Bell introduced his vice president Makira Burns and said that they are the Bell-Burns administration and are serving Rattlers by any means necessary.

Trustee Bell shared that the SGA has filled most of its cabinet positions and is fulfilling the S.T.R.I.K.E. platform, which stands for students, transportation, residency, involvement, knowledge, and experiences. He said that his platform, which was created by students for students and ensures that students’ needs and desires are addressed.

The Legislative Branch approved the fall 2022 election cycle and engaged in joint initiatives and legislation with the FSU Senate. The Judicial Branch confirmed the majority of the Student Supreme Court and is planning the annual “Know Your Rights” campaign before the November elections. The students created a video encouraging students to exercise their right to vote.

FACULTY SENATE REPORT

Trustee Cavazos shared a video update on the activities of the Faculty Senate. Dr. Daniel Osborne was elected vice president of the Faculty Senate, completing the term of Dr. Tiffany Ardley.

FAMU Faculty Senate recognized its outstanding teachers and advisors by presenting teaching and advising awards. The awards encourage and reward excellence, innovation, and effectiveness in either teaching or advising. Receiving the awards this year were Dr. Kamal Tawfiq - Advanced Teacher of the Year, Dr. Nan Liu - Teacher of the Year award, and Dr. Patrick Joseph - Advisor of the Year.

The Faculty Spotlight series showcased several faculty members for their recent publications:

- Shiv Persad, a College of Law professor published a recent article entitled “The American Constitution in the Cycle of Kali Yuga: Eastern Philosophy and Greets Western Democracy.”
- The grape breeding and fruit production team from the College of Agriculture and Food Sciences produced six significant peer-reviewed scientific publications since January 2022.

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- The Biological Systems Engineering program received its accreditation from ABET Engineering Accreditation Commission for the next six years.
- Dr. April Croxton, a FAMU alum is the first African American woman to become president of the American Fisheries Society. She received her doctorate degree from the FAMU School of the Environment, under the supervision of Professor Richard Gragg.

STANDING COMMITTEE REPORTS

Academic and Student Affairs Committee

Trustee Nicole Washington, Committee Chair

Trustee Washington reported that the Academic and Student Affairs Committee recommended approval of tenure upon appointment for Dean De. The Committee also heard updates on recruitment, transfer, housing, financial aid, hazing prevention, developmental studies, and program/licensure passage rates.

Audit and Compliance Committee

Trustee Cavazos, Committee Member

Trustee Cavazos stated that the Audit and Compliance Committee met and recommended approving a revision to University Regulation 10.019: University Code of Conduct, the Office of Compliance and Ethics Annual Report and Program Plan, and the Compliance and Ethics Charter.

Chief Compliance and Ethics Officer Rica Calhoun and VP Maleszewski provided an overview of the Audit and Compliance Committee Action Plan for 2022-2023. Ms. Calhoun presented an Office update. VP Maleszewski and Ms. Melton presented several informational items and an office update. Chief Risk Officer Melton also provided an Enterprise Risk Management (ERM) best practices review update.

Budget, Finance and Facilities Committee

Trustee Kimberly Moore, Committee Chair

Trustee Moore highlighted follow-ups regarding the Committee's action items:

- Provide a report of actions and plans for increasing Minority/Women-owned Business Enterprises (MWBE) participation and spending.
- Prepare a comparative analysis of MWBE to include year-over-year and quarter-over-quarter, actual spending, and percentage.
- Include a timeline with actual dates for each phase of the compensation study to include considerations such as schools in the Top 100, cost of living, the key benchmarks, KPIs, and strategies for implementing a performance management plan.
- Forward BOG Deferred Maintenance progress report on spend to BOT to include ongoing

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- quarterly reporting.
- Incorporate a multi-faceted approach to include presenting options for student housing to include funding scenarios along with short-term and long-term options that consider partnerships and properties outside of the campus.
 - Distribute, per the schedule that was outlined, an RFP/RFQ for the permanent scoreboard with the 10-month lead time as a major consideration,

Direct Support Organizations Committee

Trustee Stone, Committee Member

Trustee Stone reported that the Committee recommended approval of new FAMU Foundation members to include Directors Chan Bryant Abney, Hosetta Coleman, John Crossman, Marcella Freeman, Twuanna Munroe Ward, Faculty designee Dr. Muhammad Haseeb, FAMU CFO Dr. Gloria Walker, FAMU National Alumni President Curtis Johnson, and Student Government Association representative Machia Sanders.

The Committee received an update on divisional activities for University Advancement with over \$6.6 million raised, as of September 28, 2022. The Committee also received updates from the FAMU Foundation, FAMU National Alumni Association, and the FAMU Rattler Boosters. The Committee also heard updates regarding fundraising infrastructure and the Marching 100 football season budgeting.

Governance

Trustee Moore, Committee Vice Chair

Trustee Moore shared that the Governance Committee recommended approval of President Robinson's 2021-2022 Evaluation and his 2022-2023 Annual Goals. The Committee also recommended approval of its 2021-2022 annual Self Evaluation. The committee closed its meeting after reviewing its annual Committee Action Plan.

Special Committee on Athletics

Kelvin Lawson, Committee Chair

Chair Lawson shared that the Committee discussed the Athletics Action Plan. They also discussed audit items that must come back to the Committee. Chair Lawson indicated that the Committee agreed that the University would provide a monthly report regarding the Athletics Action Plan.

Strategic Planning/Performance Measures Committee

Trustee Kristin Harper, Committee Chair

Trustee Harper reported that the Committee heard an update on the University's Strategic Plan, including the implementation and the importance of its success. They also discussed steps for managing the Plan and turning the strategies into action to accomplish the strategic priorities and goals.

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Trustee Harper indicated that Phase One includes publicizing the strategic plan through town halls, meetings, and forums. Phases Two and Three will begin in November, and March, respectively. The outcomes of Phase Two include a mid-year review session with divisions, departments, and functional units. In Phase Three, units will create an annual plan which will include the status of goals, strategies, and actions.

The Strategic Plan Implementation Committee will continue communicating the Strategic Plan to internal and external stakeholders, including on the website. They will also begin to develop unit strategic plans, identify, and confirm outstanding metrics and finalize and align the budget. Trustee Harper said that regular updates will be provided to the Board of Trustees and University constituents.

CONSENT AGENDA

Chair Lawson reviewed the Consent Agenda with the Board.

Board of Trustees Minutes (BT)

| | |
|-----|--------------------|
| BT1 | June 2, 2022 |
| BT2 | July 12, 2022 |
| BT3 | August 11, 2022 |
| BT4 | September 2, 2022 |
| BT5 | September 22, 2022 |

Academic and Student Affairs Committee (ASA)

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|------|---|
| ASA1 | Tenure Upon Appointment –Dr. Suvranu De |
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Audit and Compliance Committee (AACC)

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| AACC1 | Regulation 1.019, University Code of Conduct |
| AACC2 | Office of Compliance and Ethics Annual Report and Program Plan |
| AACC3 | Compliance and Ethics Charter |

Budget, Finance, and Facilities Committee (BFF)

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|------|--|
| BFF1 | Tremco Incorporated Roofing Systems Contract |
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Direct Support Organizations Committee (DSO)

DSO1 FAMU Foundation Board Members

1. Re-Elected to the Board
(Term Expiration: December 31, 2022)
2. University CFO/VP of Finance and Administration
3. FAMU NAA President
4. SGA Representative

Governance Committee (G)

G1 President Robinson's Annual Evaluation

G2 President Robinson's Annual Goals for 2022-2023

G3 Board of Trustees Self-Evaluation

Trustee Moore moved approval of the Consent Agenda. The motion was seconded by Trustee Harper, and it passed with a unanimous vote.

Trustee Dortch thanked everyone for their prayers. He then expressed his concern regarding the high prices of hotels in Tallahassee for FAMU's Homecoming. He suggested that University leadership, key elected officials, and the National Alumni Association address this issue.

ADJOURNMENT:

There being no further business for the Board, the meeting adjourned.

G2: President Robinson's Goals for 2022-2023

Goal One (1): **Four-year Graduation Rate/Student Retention:** Increase the University's four-year graduation rate (*PBF metric*) to 38%; increase second-year retention rate to 90.0%.

Goal Two (2): **Improve Licensure Pass Rate:** Execute action plans that deliver first-time licensure pass rates of:

- 4.1 Nursing: 85%
- 4.2 Law: 80%
- 4.3 Pharmacy: 90%
- 4.4 Physical Therapy: 88%

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- Goal Three (3): Annual Giving:** Increase annual giving to \$15M
- Goal Four (4): R&D Expenditures:** Increase total R&D expenditures to \$45M
- Goal Five (5): Organizational Leadership:**
- 5.1 Strategy – Effectively implement the Year-One goals and priorities outlined in the new Strategic Plan. Ongoing improvement in the attainment of “Top 100” metrics.
 - 5.2 Talent Acquisition, Development, Retention, Succession and Organizational Effectiveness
 - 5.3 Create Culture of Accountability (performance matters)/Continue implementation of the Customer Service Improvement Initiative
- Goal Six (6): University Budget/Fiscal Management:**
- 6.1 Financial Health – Strengthen the University’s financial health by achieving or exceeding a minimum debt coverage ratio ≥ 1.0 .
 - 6.2 Strategic Resource Allocations – Continue to align resource allocations to adequately support the University’s annual strategic priorities in all areas including athletics.
- Goal Seven (7): Internal/External Relations:** Continue to expand relationship-building with key stakeholders, including students, faculty, staff, Boards, alumni, elected officials (local, state, national), corporations, and the local community.

**Board of Trustees
Meeting Minutes
October 27, 2022**

Chair Lawson called the meeting to order and asked Linda Barge-Miles to call the roll. The following trustees were present: Cavazos, Dubose, Harper, Lawson, Moore, Perry, Reed, and Stone. A quorum was established.

There were no requests for public comments.

Chair Lawson recognized Trustee Moore to address the Fixed Capital Outlay Budget revision. Trustee Moore explained that the University omitted the amount it anticipated spending for the current fiscal year. Vice President Gloria Walker further added that Board of Governors' staff asked the University to revise the budget to include the projected deferred maintenance expenses for the fiscal year ending June 30, 2023. She said that revision was now before the Board for its approval. Trustee Dubose moved approval of the revision to the budget. Trustee Reed seconded the motion, and it passed with a unanimous vote.

Next, Chair Lawson recognized Dr. Shawnta Friday-Stroud to present the proposed change to the FAMU Foundation's By-Laws. The Foundation's Board of Directors recommended the change. Dr. Friday-Stroud stated that the revision removes the executive director from being a voting member of the Board of Directors. The executive director needs to be able to speak with Board members regarding pertinent issues, so this change enables them to do so and stay in compliance with the Sunshine Law. Trustee Moore moved approval of the revision. Trustee Dubose seconded the vote, and the motion passed unanimously.

With there being no further business, the meeting adjourned.