

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



**MEETING MINUTES
September 15, 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: Bruno, Carter, Dortch, Grable, Lawrence, Lawson, Mills, Moore, Perry, Reed, Washington, and Woody.

PUBLIC COMMENTS

Dr. Maurice Holder was recognized during the public comments portion of the meeting.

PRESIDENT'S REPORT

Dr. Larry Robinson, Interim President

Chair Lawson recognized President Robinson for his report. President Robinson provided an update on the University's response to Hurricane Irma. He shared that classes were cancelled during the aftermath of the hurricane. The University provided shelter for our off-campus students. The leadership and emergency management team met twice daily for updates and monitoring. Faculty, staff, alumni and students helped prepare more than 8,000 meals for those housed on campus. The University also helped the federal government by acting as a staging area for FEMA's emergency response personnel.

President Robinson reported that the University timely submitted its compliance certification documents to the Southern Association of Colleges and Schools Commission on College.

President Robinson also highlighted the following:

- Mike Fernandez, a businessman, investor, philanthropist and founder of MBF Healthcare Partners, a private equity investment firm visited the campus and shared his experiences with over 700 students from the School of Business and Industry and the School of Allied Health Sciences.
- The University will launch the I/O Academy which will be housed at the FAMU Center for Workforce Development.
- The University will host its second International Energy, Water and Food Summit in Orlando.
- The University hosted the Department of Navy's program designed to increase the participation of HBCU's in the Navy's research, development, test and evaluation programs. The program will also focus on cyber security.

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- U.S. News & World Report released the following rankings:
 - FAMU is the Number one (1) public HBCU in the nation
 - FAMU is number six (6) overall for public and private HBCU's
 - FAMU is in the tier one list of "Best National" colleges and universities
 - FAMU is ranked number 207 out of 1600 colleges and universities in the nation.
- According to "Diverse: Issues in Higher Education" FAMU is:
 - The number one (1) HBCU in producing African American students with bachelor degrees.
 - Number four (4) in Universities producing African American students with bachelor degrees.
 - Number two (2) in the nation of ALL universities in producing African American's with doctoral degrees.

STANDING COMMITTEE REPORTS

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

Academic and Student Affairs

Trustee Matthew Carter, Chair

Trustee Carter reported that the Academic and Student Affairs Committee met on September 5, 2017. He stated that the four action items are included in the consent agenda.

- A request for a leave of absence without pay for Dr. Ann Kimbrough
- A request for leave of absence with pay for Dr. Amber Golden
- The new Student Education Records policy
- The request for approval of the Research Foundation

The Committee also heard from Provost Wright, who provided an update on the Academic Program Action Plans. In addition, he provided an update on enrollment. As of September 5, the University's enrollment was 9,811. Dr. Paul Shirk provided an update regarding the proposed USDA Entomology Building; Dr. William Hudson, Jr., provided an update on the 2+2 program and on recruitment efforts for 2017-2018; Bryan Smith provided an update on the hazing prevention initiatives; and Dr. Anika Fields provided an update on mental health initiatives.

Provost Wright and Dr. Edington provided an update on program improvement strategies. They shared an example of the types of reviews that will take place with each of the colleges and schools. Dr. Edington stated that the focus of this effort is to make sure that 1) the colleges and schools have identified the key priorities that they need to focus on that align with the president's goals, the strategic plan goals, and high level institutional priorities 2) in terms of evaluating, score cards

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and dashboards will be developed for the programs to increase accountability with respect to leadership in these areas. He reported that he has met with all of the deans and gave instructions and guidance on how to develop program improvement plans and action plans. These plans will address four key areas:

- admissions policies
- curriculum development
- academic support
- faculty development

Dr. Edington said that these areas are the cornerstones of successful programs. Key performance indicators have also been identified to help pinpoint areas that need increased monitoring.

Athletics

Kelvin Lawson, Chair

Chair Lawson shared that the Athletic Committee was not able to meet due to the hurricane. He noted that the Committee will continue to work with AD Overton and staff to resolve the athletic deficit. He shared that this past year, Athletics finished with a small surplus.

Audit and Compliance

Trustee Craig Reed, Chair

Chair Lawson recognized Trustee Reed for the Audit and Compliance Committee update. Trustee Reed shared that the Committee recommended approval of the 2017-2018 Risk Assessment and internal audit plan for the Division, as well as the Annual Report for the 2016-17 fiscal year. He also reported the following:

- The Division completed 11 audits during the 2016-17 fiscal year and had two audits on the work plan that were not completed.
- During 2016-17, 51 investigative cases were received, 8 investigative reports were issued, 10 complaints were referred to other departments for investigation, 18 were closed without investigation, and 15 are in process.
- The compliance officer should be hired by the end of October.
- The status of implementation of corrective actions for audit findings showed that six findings had not been corrected and 27 findings had been corrected.
- The audit of the Rattler Boosters by Ernst & Young is expected to be completed by the end of November.
- The Athletic Department audit for the 2015-16 fiscal year indicated that there were no deficiencies in internal control over financial reporting or compliance issues to be reported. One management letter comment was received regarding timeliness of responses to the auditor's information requests.

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Budget, Finance and Facilities

Trustee Kimberly Moore, Chair

Trustee Moore reported that the committee met on September 1, 2017 and recommended approval of the Campus Development Agreement Extension, the Law School Test Prep Fee with deferment of fee collection, and the continuation of the Contractual Agreement for the Application Services Provider, Sierra-Cedar. The Committee also heard presentations on the Center for Access and Student Success, the Public Private Partnership, University construction and the quarterly cost savings update.

Trustee Moore shared that the Committee is planning to host a housing workshop within the next few weeks. The workshop will include a tour of the University's housing facilities.

Direct Support Organizations

Trustee Thomas Dortch, Chair

Trustee Dortch reported that current giving as of September 6, 2017, is \$694,527.00 in cash and pledges, compared to approximately \$874,000.00 this same period last year. He stated that VP Cotton presented a plan for a \$125 million dollar capital campaign at the FAMU Board of Trustees (BOT) Retreat in August. Trustee Dortch stated that he will call a meeting of the Committee to consider approval of the capital campaign.

Trustee Dortch provided the following updates:

- Dr. Robinson delivered the keynote address at the fundraising breakfast for the FAMU NAA NW Regional Conference in Chicago, IL.
- Mrs. Carmen Cummings Martin, Senior Executive Director of the Office of Alumni Affairs is co-chairing the steering committee for Homecoming 2017.
- The FAMU Foundation's endowment stands at \$123,000,000, as of June 30, 2017.
- The Rattler Boosters Board adopted a name change; new by-laws have been approved by their Board, and they obtained legal representation to register the 501(c)(3) with the state.
- Two new Booster staff were hired: Executive Director and Director of Advancement for Major Gifts.

Governance

Trustee Harold Mills

Trustee Harold Mill, the new chair of the Governance Committee reported that the Committee did not meet on September 8, 2017 because of Hurricane Irma. He stated that he plans to call a meeting of the Governance Committee within the next couple of weeks to discuss the presidential evaluation process and the next steps regarding the board performance survey. Both of these matters were included as discussion items on our committee's agenda. He also stated that he plans to recommend the following to the Committee, for its consideration:

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1. That they utilize the evaluation tool that the Board previously used; and
2. That they follow the established evaluation process, which would include the adoption of a timeline.

Trustee Mills said that he plans to submit a status report to the Board regarding the Committee's plans for each of these items and indicate the next steps.

Trustee Mills then recognized Mrs. Carrie Gavin, Director of Equal Opportunity Programs for update on the Equity Report, which was on the consent agenda.

Law

Trustee Belvin Perry, Chair

Trustee Perry reported that the Special Committee on the College of Law did not meet, due to the residual effects of Hurricane Irma. He stated that he plans to call a meeting of the Committee within the next couple of weeks to select a new date for the site visit and to review documentation that was requested from the College of Law. He also plans to disseminate the information to the committee, for their review and discussion. The Board liaison will notify the Board of the new meeting date.

Presidential Leadership

Trustee Thomas Dortch

Committee chair Trustee Thomas Dortch shared that the Presidential Leadership committee met on Thursday, September 7, 2017. The Committee recommended approval of the contract extension for interim President Larry Robinson. The extension was necessary because his then current contract expired at midnight on September 14, 2017. He noted that during a special meeting of the Board on September 12, 2017, the Board unanimously approved an extension of Dr. Robinson's contract. The new term is from September 15, 2017 through September 14, 2018.

Trustee Dortch reported that the Committee then considered the final presidential profile report from their consultant, RHR International. The committee voted to recommend that the Board adopt the Final Presidential Profile Report compiled by RHR International.

He indicated that the next steps will include staying in contact with the consultants and following the dictates of the Board regarding selecting a permanent president of Florida A&M University.

Strategic Planning and Performance Measures

Trustee Nicole Washington

Trustee Washington reported that the Strategic Planning and Performance Measures Committee did not meet, due to the hurricane. She recognized Vice President Maurice Edington for a

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committee update. He provided an update on the strategic plan initiative budget and shared the scorecard, which will monitor the University's progress on the initiatives. The software that will be used will allow real-time feedback on the progress.

Dr. Edington highlighted Strategic Priority 2: Excellent and renowned faculty. The faculty development aspect of the plan was allocated \$390,000 for year one. That initiative is expected to impact several key metrics, including: graduation rates, retention rates, licensure pass rates, research expenditures and enrollment in online courses.

CONSENT AGENDA

Chair Lawson identified each item on the consent agenda and asked if there were any changes. Chair Lawson asked for a motion to approve the Consent Agenda. It was moved for approval by Trustee Carter and seconded by Trustee Woody and the motion carried. The consent agenda included the following items:

Board of Trustees (BT)

BT1 August 18, 2017 Minutes

Academic and Student Affairs Committee (ASA)

ASA1 LWOP Dr. Ann Kimbrough

ASA2 LWP Dr. Amber Golden

ASA3 Re-establishment of the FAMU Research Foundation

ASA4 Student Education Records Policy

Audit and Compliance Committee (AC)

AC1 2017-2018 Risk Assessment and Work Plan

AC2 2016-2017 Annual Report

Budget, Finance and Facilities Committee (BFF)

BFF1 Campus Development Agreement Extension

BFF2 Law School Test Prep Fee

BFF3 Contract with Application Services Provider

BFF4 Revised CIP List

Governance Committee

G1 University Equity Report

Presidential Leadership Committee

PL1 Adoption of the "Revised Presidential Profile Report"

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Pharmacy Update

Dr. Seth Ablordeppy, Interim Dean of the College of Pharmacy and Pharmaceutical Sciences presented an update regarding the College. He emphasized that the College is fully accredited by the ACPE until June 30, 2022. He stated that the College has made changes in the administrative structure and launched a new curriculum this semester. The College brought a NAPLEX Review group in to conduct a two-day workshop for the students that graduated in the spring. The students were also provided a voucher to take a pre-NAPLEX, which is used to determine potential for passing the Board.

The College has also created a new committee and director on policies and procedures to evaluate and monitor its policies and procedures. An early alert system has also been created to identify students that are at risk in the classroom.

Finally, during 2016-2017 the College received \$15,384,287 in contracts and grants funding.

With there being no further business, the meeting adjourned.