

Summary Minutes
FAMU BOARD OF TRUSTEES MEETING
Grand Ballroom
Thursday, August 12, 2008
10:00 a.m.

Chairman C. William Jennings called the meeting to order. Mrs. Fuse-Hall called the roll and the following trustees were present: Chairman William Jennings, Trustee Solomon Badger, Trustee Robert Brown, Trustee Andrew Collins (via telephone), Trustee Richard Dent, Trustee Pamela Duncan, Trustee Maurice Holder, Trustee Spurgeon McWilliams, Trustee Daryl Parks and Trustee Karl White (via telephone). A quorum was established.

Chairman Jennings noted that several deaths had occurred in the FAMU Family since the last meeting to include, Rev. Solomon Badger, Sr., father of Trustee Solomon Badger, Jr.; Ms. Nina Gilbert, a broadcast journalism major who was killed in an automobile accident; Mr. Cecil B. Keene, former chair of the FAMU Foundation, Inc., and Professor Ronald Thomas from the College of Pharmacy and Pharmaceutical Sciences. A moment of silence was observed.

Chairman Jennings thanked the board members that participated in the BOG-BOT workshop in Jacksonville last week. The discussion noted the difficult economic challenges that face the state and the university. He called for everyone to use their creative energies to find additional revenue to supplement the state's appropriations. Further, he commended Trustee Karl White for his participation as a workshop panelist on Audits.

Chairman Jennings also recognized and commended Trustee Daryl Parks on his election as vice president of the National Bar Association, the nation's oldest and largest national association of predominantly African-American lawyers and judges, with affiliate chapters throughout the United States. The Chairman thanked Trustee Holmes and Trustee Duncan for serving as the co-chairs of the President's Inauguration. He encouraged everyone to purchase tickets to the various events and to attend this important occasion.

The agenda was adopted. Trustee Badger moved approval of the minutes for June 12, 2008 and July 11, 2008. Trustee Duncan seconded the motion and it carried.

President's Report

Chairman Jennings recognized President James H. Ammons for his report. President James Ammons appreciated the board members for this meeting in light of recent commitments. He introduced several newly appointed members of the administrative team to include:

- Dr. Dale Wesson, Interim Vice President for Research
- Dr. Ralph Turner, Dean of the College of Arts and Sciences
- Dr. Barbara Mosley, Dean of the School of Allied Health
- Dr. Faye Vaughn Cook, Associate Vice President for Academic Affairs
- Dr. Decatur Rogers, Special Assistant to the President and the first Associate Dean of the FAMU/FSU College of Engineering
- Mr. Edward Willis, Associate Vice President in Student Affairs
- Ms. Janet Johnson, Registrar

President Ammons announced that the Southern Association of Colleges and Schools (SACS), Commission on Colleges decision to continue FAMU's accreditation and remove the university from probation. SACS has requested no further reports. This occurred during the 112th SACS summer meeting. The president thanked the members of the board, the leadership team, faculty, staff, students, alumni and supporters for their assistance that helped the University achieve this milestone.

With a total of 1,256 graduates in the 2006-2007 academic year, FAMU tops *Diverse Issues in Higher Education* magazine's list of America's top 100 undergraduate degree producers in its June 2008 issue. All institutions appearing on the list were ranked according to the total number of degrees awarded to minority students across all disciplines. President Ammons congratulated the faculty and staff within the Academic Affairs Division and others that aided in this accomplishment.

The President and the board members in a workshop format discussed and reviewed the 2007-08 goals and expectations. Building upon this discussed, they collaborated and developed a list of goals for 2008-09. This list reflects the President's conversations with the Leadership Team. "These goals will direct the University along the path of excellence that we must travel." Moreover, these are strategic goals and will assist our plans for updating the strategic plan.

Highlights from the list include:

- Develop new degree programs and increase research productivity to be competitive with our peers. "We have to develop new degree programs and increase our research productivity to be competitive."
- Strengthen our financial and operational systems.
- Implement new strategies to meet fund-raising goals
- Implement marketing and public relations strategies that will enhance the image of the University and increase membership in the National Alumni Association. If the University seeks rankings in the *US News and World Reports* and other list, then we must increase membership among our alumni.
- Secure the full accreditation of the FAMU College of Law.

Other highlights included:

- \$14 million grant from National Institutes of Health to enhance and continue efforts to conduct cutting-edge research in the College of Pharmacy and Pharmaceutical Sciences for the period 2008-2013.
- 16 FAMU graduates are enrolled in medical schools across the nation; commendations to the workshops for general pre-professional school that assists students with personal statements, interviewing skills and mock interviews.
- Working with state auditors to complete the operational audit and its financial statements.
- Division of Administrative and Financial Services working to implement a paperless operations in accounts payable, travel and Human Resources by October 1.
- FAMU has reached milestone in the Tom Joyner "School of the Month" Campaign by becoming the first school to reach \$1 million. Goal is to raise \$1.5 million by December 2008.
- On-line giving webpage will go live by the end of August.
- The department of Enterprise Information Technology (EIT) has worked to cross over to the financial module of PeopleSoft 9.0. This will strengthen our administrative functions

in contracts and grants and enhance our efficiency and effectiveness across all fiscal operations.

- EIT is currently in the process of providing training for the University staff starting with the EIT Management team. IT governance is a framework for the leadership, organizational structures and business processes. These standards ensure that an organization's Information Technology supports and enables the accomplishment of its objectives.
- The EIT Student Administration team is currently upgrading the Student Administration System to 9.0. This process should be completed by December 2008. The upgrade will provide greater functionality and enhance services to students, faculty and staff.
- Congratulations extended to Vice President O'Duor who completed his doctoral studies and is now "Dr. O'Duor."
- Noted page 164 of the September 2008 edition of *Ebony Magazine* there FAMU is featured.
- A *New York Times* article regarding the Marching 100 led to the band being invited to perform at the opening home game of the Miami Dolphins. He commended Dr. Julian White's work.
- Commendation to FAMU General Counsel Avery McKnight for his selection by *Florida Trend* as one of Florida's Legal Elite.
- Kudos to Marjorie McNeill, Ph.D., Director of the Division of Health Information Management in the School of Allied Health Sciences, who will receive the 2008 Florida Health Information Management Association's Distinguished Service Award.
- Additionally, Jenese Fuller a graduating senior in the same Division will receive the 2008 FHIMA Outstanding Student Award.
- Further, Brittany Scriven, a 2004 FAMU Health Information Management graduate will receive the 2008 FHIMA Outstanding New Professional Award.
- Commendations to the Beta Nu Chapter of Alpha Phi Alpha Fraternity, Inc. and the Upsilon Psi Chapter of Omega Psi Phi Fraternity, Inc. were named chapter of the year.
- FAMU Chapter of the National Association of Black Journalists selected as Chapter of the Year.
- Senior Broadcast major Sidney Wright IV honored as student journalist of the year.

President Ammons concluded that this was a banner year in the life of FAMU and he congratulated all faculty and student accomplishments.

Chairman Jennings agreed and commended President Ammons for his leadership.

Following the President's Report, Chairman Jennings informed the public that the board is responsible for conducting an annual evaluation of the president. He noted that the conclusion of the review occurred yesterday and he sought a motion to accept the report provided by the consultant, Dr. Ed Penson, and to add the report to the Equity Report. Trustee Parks moved approval and it was seconded by Trustee Badger. The motion carried.

Chairman Jennings continued that during the discussion, the board and the president mutually agreed upon the goals and expectation for 2008-2009. See Attachment. Trustee Badger moved approval of the agreed upon goals and expectations for 2008-09. Trustee Parks seconded the motion and it carried. Trustee Brown noted that "Dr. Ammons came at a difficult time and we owe him a debt of gratitude for his leadership."

COMMITTEE REPORTS

Budget and Finance Committee

Chairman Jennings recognized Trustee Dent for the report of the Budget and Finance Committee. Trustee Dent noted that the committee heard from Chief Financial Officer and Vice President Ms. Teresa Hardee, who presented the amendments to the Operating Budget for Fiscal Year 2008-2009. The general revenue budget is increased by \$8,130 to reflect an adjustment to the Risk Management Insurance. The preliminary Certified Forward budget is increased by \$3,767,855 for prior year encumbrances that were approved in FY 2007-2008 and will be paid in FY 2008-2009. Pass through funds for which the University acts as a custodian is increased by \$37,203. The Committee recommends that the board approve these amendments. Trustee Badger moved approval and it was seconded by Trustee Duncan. The motion carried.

Next, Trustee Dent presented the informational items from the committee. Vice President Hardee updated the committee on the state revenue projections. The Governor's Office will change the quarterly release plan for the general revenue and lottery appropriations from 25% to 24%. This represents about \$4,771,386 in general revenue and lottery funding for FAMU. In light of this development, the university has placed the holdback amount in a reserve until further notice.

The general revenue receipts continue to fall below the earlier estimates. The May general revenue estimate is down \$269 million from the March 2008 estimating conference projection. There is a general revenue estimating conference scheduled for August 15, 2008.

The lottery estimating conference met in July and based on their projections, the lottery receipts are down. This is in spite of the state joining the Powerball in January. Given the percentage of lottery appropriations, this could translate to a \$21 million reduction in lottery funds for the state university system.

Further Vice President Hardee presented an update on the legislative budget request for FY 2009-2010. FAMU has requested a continuation of its current budget. In addition the following issues were submitted to the Board of Governors to be included in the legislative budget request:

- **Retention of faculty and staff** - \$2 million is requested to enhance the salaries of qualified faculty and staff.
- **Department of Safety** - \$433,246 is requested to address salary differential issues of the patrol officers.

- **College of Pharmacy and Pharmaceutical Sciences** - \$1 million is requested to hire faculty and staff for the Rural Health Diversity Program in Crestview, Florida. The university received \$2 million PECO funds to build this facility in FY 08-09.
- **On-line master's of arts in teaching degree** - \$300,000 is requested to start a new program that will prepare graduates to become certified teachers and help fill critical teacher shortages in the state.
- **A critical workforce shortage in Allied Health** - \$758,000 is requested to address the critical workforce shortages in the allied health professions.
- **Pre-Engineering Outreach Programs**- \$500,000 is requested to address the state and nation's critical need for additional minority engineers.
- **Science, Technology, Engineering, and Mathematics (STEMS)** - \$800,000 is requested to address the state and nation's need for workers with strong academic backgrounds in the STEMS programs.
- **Federal Land Grant Matching** - \$500,000 is requested for matching funds to meet the federal mandate (U.S. Farm Bill); and to support its critically needed extension and educational programs in food and agricultural sciences.
- **AmeriCorps Literacy Program** - \$94,500 is requested to match federal funds that provide mentoring and tuition to at-risk students at the FAMU Developmental Research School.

Finally, Vice President Hardee provided information on the bookstore contract. The contract with Barnes and Noble expires in 2009. The university has two options for the books store services, the administration can either solicit bid proposals for the service or extend the contract with Barnes and Nobles. Barnes and Nobles, Inc. has offered the following incentives for the renewal of their contract:

- Establishing a bookstore at the Law School
- Giving a face-lift at the campus bookstore on the main campus and
- Review/revisit the current revenue structure

Audit Committee

Trustee White presented the report of the Audit Committee. The Committee heard from Vice President Charles O'Duor, who presented an update on the draft University Audit Plan for 2008-09. He stated that the Division of Audit and Compliance would conduct a comprehensive risk assessment with selected personnel during the month of August 2008. He added that the results of the risk assessment would be used to determine coverage, timing, and intensity of audits.

Additionally, Vice President O'Duor explained that the Audit Schedule for 2008-09 reflects: 1) the audit projects, 2) description of the work to be performed, 3) status of the projects, 4) assigned staff for each project, and 5) start dates. He added that each project

is assigned budgeted hours, which are compared with actual hours upon completion. The schedule will be adjusted during the year, as necessary.

Also, Vice President O'Duor presented an update on the audit of the Florida Bright Futures Program for the fiscal year ended June 30, 2007. The audit disclosed one (1) finding related to over and under awards for a net total of \$1,179, which have been returned to the state Department of Education. He added that the University submitted a management response to the Auditor General, which included a corrective action plan for addressing the issue.

Further, Vice President O'Duor stated that in June 2008, the Division of Audit and Compliance completed the review of grades for the spring semester 2008. This review was performed in addition to a comprehensive review of grades from fall semester 2002 through fall semester 2007. In total, the review covered over 29,000 grades that have been issued at the College since 2002. The review revealed no instances of improper alterations to any grades.

Trustee Richard Dent inquired whether the internal control environment related to information technology was tested. The staff stated that the manual grading process will be automated in the fall semester 2008 by the Division of Information Technology to make the system similar to the main campus.

Also, Trustee Dent inquired whether training for faculty and staff will be incorporated in the automation process. The staff indicated that training will be provided to appropriate faculty and staff, as part of the automation process.

Additionally, President James H. Ammons stated that he received and accepted the report on the College of Law investigation.

Finally, Vice President O'Duor reported that the Division of Audit and Compliance reviewed allegations pertaining to the Concert Choir program. Based on the findings, this matter has been referred to law enforcement agencies for criminal prosecution, as appropriate.

Academic Affairs Committee

Trustee Duncan presented the report of the Academic Affairs Committee. The Committee heard from Provost Hughes Harris, who presented the University's "Faculty Credentials Policy." The Florida A&M University SACS Leadership Team, in conjunction with the SACS consultant, drafted the proposed policy regarding faculty credentialing. The purpose of this policy is to codify the credential requirements that are utilized by Florida A&M University. This requirement as stated in the policy ensures that the University employs competent faculty members who are qualified to carry out the goals and mission of the University in teaching, research and service. Further, this policy ensures the University's compliance with this SACS Principle of Accreditation.

Trustee Duncan moved approval of the Faculty Credentials Policy and it was seconded by Trustee Holder. The motion carried.

The committee heard a report from Interim Vice President of Sponsored Research Dr. Garlen Dale Wesson, who presented seven (7) new Sponsored Research policies. These policies provide specific justifications for procedures and practices that are currently in place. The policies codify the practices and procedures that were included in the 2005 agreement between the National Science Foundation (NSF) and the University. The Division had previously relied upon BOT Policy 2005-08, which provided a general justification for all of its procedures and practices. The proposed policies provide more specificity. A summary of each policy follows:

a. Animal Welfare and Research Integrity

This policy governs Florida A&M University's research, teaching and service activities involving animals when conducted by the University faculty, staff or students or when using University facilities or equipment.

b. Institutional Review Board

This policy codifies the purposes of the Institutional Review Board (IRB) and establishes guidelines concerning the protection (level or risk) of human subjects in research. The purpose of the IRB is to assure that appropriate steps are taken to protect the rights and welfare of humans participating as subjects in a research study.

c. Administration, Review and Approval of Participant Support Costs

This policy provides guidance to University staff responsible for the administration, review and approval of participant support costs charges to sponsored projects. Examples of participant support costs include items such as stipends or subsistence allowances, travel allowances, registration fees in connection with meetings conferences and symposia.

d. Consultant Services

This policy provides guidance to University staff responsible for the procurement, management and payment of consultant services charged to sponsored projects. Each consultant and their costs are individually reviewed. Further, the sponsoring agency and the Office of Sponsored Programs must approve each charge.

e. Expenditure Review of Non-Payroll Charges

The purpose of this policy is to provide guidance to University staff responsible for expenditure review of non-payroll charges to sponsored projects. Sponsored projects are projects funded with grants, contracts and cooperative agreements and non-payroll charges are goods, travel,

services other than consultant, and subrecipient and equipment charged to the sponsored project.

f. Payroll Charges

The purpose of this policy is to provide guidance to University staff responsible for the request, approval and review of payroll charges to sponsored projects. Payroll charges are salaries and fringe benefits charged to the sponsored project.

g. Subrecipient Procurement, Management and Monitoring

The purpose of this policy is to provide guidance to University staff responsible for the procurement, management and monitoring of subrecipient services charged to sponsored projects. Subrecipient or subcontractor services are those services being provided by a non-Federal entity or third party that have been approved to carry out a designated portion of a sponsored program.

Trustee Duncan moved approval of the Sponsored Research policies entitled:

- a. Animal Welfare and Research Integrity,
- b. Institutional Review Board,
- c. Administration, Review and Approval of Participant Support Costs,
- d. Consultant Services,
- e. Expenditure Review of Non-Payroll Charges,
- f. Payroll Charges, and
- g. Subrecipient Procurement, Management and Monitoring.

Trustee Holder moved approval of the policies and they carried.

Next, Provost Hughes Harris presented a new policy regarding student background screenings. This policy governs the processes that are involved in student fingerprinting, background screenings, and drug screenings. These screenings are currently required by academic programs and/or affiliation agreements between the University and internship sites. Students are notified of this requirement by their respective departments, colleges, or schools through the student handbooks, course syllabi, and/or by the internship coordinators. This policy also provides a cohesive set of standards that will be applied to the affected students. The University will select vendors to conduct these screenings through a competitive bid process.

Currently, students in the following majors are required to undergo some form of a background and/or drug screenings:

- Cardiopulmonary Science
- Criminal Justice and Sociology
 - Education
 - Health Care Management
 - Health Information Management

- Health Sciences
 - Nursing
 - Occupational Therapy
 - Pharmacy and Pharmaceutical Sciences
 - Psychology
 - Physical Therapy
 - Social Work

Trustee Duncan moved approval of the policy on student background screening. Trustee Collins seconded the motion and it carried.

The committee heard from Provost Hughes Harris, who presented the request from Dr. Folakemi Odedina for a year-long leave of absence. This request is being presented because only the Board of Trustees has the authority to grant a leave of absence without pay that exceeds three months. Dr. Odedina, a Professor of Pharmacy, has been asked to conduct prostate cancer research at the H. Lee Moffitt Cancer Center in Tampa, Florida. This leave of absence for Dr. Odedina will allow her to continue her research on prostate cancer in a world renowned cancer research facility while creating additional partnerships with the Moffitt Center regarding student research collaborations and internships. The Committee recommends approval of the request.

Trustee Duncan moved approval of the leave of absence request from Dr. Odedina for one year. Trustee Holder moved approval and the motion carried.

Finally, Provost Hughes presented the request for the approval of tenure-upon-appointment for Dr. Gennifer Bell, the new dean of the College of Education. Dr. Bell most recently served as the Department Chair and tenured Associate Professor at Fayetteville State University. As provided in the FAMU/UFF Collective Bargaining Agreement, her tenure request is supported by the Department of Educational Leadership (the department where she will be tenured), the Provost, and the President. Dr. Bell meets the tenure requirements for the College and seeks to have her tenure approved by the Board of Trustees. The Academic Affairs Committee recommends approval of tenure for Dr. Gennifer Bell.

Trustee Duncan moved approval of the Tenure on Appointment for Dr. Gennifer Bell, Dean of the School of Education. Trustee Holder seconded the motion and it carried.

Facilities Committee

Trustee McWilliams presented the report of the Facilities Planning Committee. The committee reviewed a request for the approval of Change Orders #10 (\$253,735.28) and #11 (\$48,667.51) totaling \$302,402.79, for the Developmental Research School construction project. The Change Orders are requested to meet the Department of Transportation road realignment requirement and to make changes from the 75% drawings (which were used for bidding purposes) to the 100% drawings. The work and prices for Change Order requests #10 and #11 have been reviewed and recommended for

approval by the project architect and by the University's Construction and Facilities Management staff.

The approval of Change Orders #10 and #11 would result in cumulative work additions of \$614,936.72. This represents 3% of the current Guaranteed Maximum Price of \$20,733,240.16 and exceeds the cumulative Change Order amount of \$250,000 which the President is authorized to approve therefore it is brought to the trustee for action. The project has a total contingency of \$921,581.

Trustee McWilliams moved approval of Change Order Requests #10 for \$253,735.28 and #11 for \$48,667.51 and authorizes the President to execute these Change Orders. Trustee Brown seconded the motion and it carried.

Trustee McWilliams reminded the board members that at the June 12, 2008, Board retreat, City of Tallahassee representatives presented several options being considered for the route for the FAMU Way extension. At that meeting the City asked the Board for a recommendation on the route it would prefer. The President has reviewed the options and has determined that option #3B which routes the FAMU Way extension westward and north of Eugenia Street to the intersection of Lake Bradford and Jackson Bluff Roads, would best fit FAMU's existing and long term objectives.

This route will provide the following advantages:

- Facilitate a well-defined northern boundary for the campus;
- Limit the intrusion into the existing neighborhoods; and
- Facilitate additional northern and western gateways to the campus.

The Facilities Committee has reviewed the President's recommendation and agrees with his recommendation.

Trustee McWilliams moved (a) to approve of the President's recommendation for the routing of the FAMU Way extension westward and north of Eugenia Street to the intersection of Lake Bradford and Jackson Bluff roads; and (b) to authorize the President to notify the City of Tallahassee of the Board's approval. Trustee Brown seconded the motion and it carried.

The Facilities Planning Committee heard information regarding the insurance coverage for the University's buildings. The University's current coverage is less than the replacement cost in the event of the loss of a building. As such, the University would have to fund the difference from its own resources in the event of the untimely loss of a building. The University is evaluating its risk and will recommend a course of action to the Board.

Also, the Facilities Planning Committee heard the following status report of the four ongoing major construction projects:

Project	% Complete	Completion Date
Multi-Purpose Teaching Gym	70%	02/28.09
Developmental Research School	85%	09/30/08
The University Commons	70%	12/31/08
Campus-wide Electrical and Technology Infrastructure Upgrades	85%	02/28/09

All four buildings are scheduled to be completed on time and within the established budgets. The playing fields for the Developmental Research School will be completed by the end of October.

The Facilities Planning Committee also heard the following update on the status of the preparation of the 2010-2020 Master Plan:

ACTIVITY	DEADLINE
Advertise for Professional Services	Completed
Contract with firm to prepare Master Plan	October, 2008
Meetings with University stakeholders	March, 2009
Completion of Draft Master Plan	June, 2009
Approval of Draft Master Plan by the President	August, 2009
Public hearing	October, 2009
Presentation to the Board of Trustees	November 2009

Trustees, the Facilities Planning Committee also heard information regarding the response to the University's Invitation To Negotiate (ITN) with companies who are interested in financing, designing, building and renovating University housing. Six companies submitted proposals. A seven-member Selection Committee appointed by the President ranked the top firms as follows:

#1 (tied) – Capstone Development Corp., Birmingham, Alabama.

#1 (tied) – Premier Construction and Development, Inc., Tallahassee, Florida.

#3 – Ambling University Development Group, Valdosta, Georgia.

The University will conduct negotiations with the top three firms. The firm has filed a protest against the University's ranking and decision to negotiate with the top three firms. The University is reviewing the protest.

Direct Support Organization(s) Committee

Trustee Brown presented the information from the Direct Support Organizations (DSO) Committee. The DSO Committee submitted and sought acceptance of the DSO Operating Budgets for FY 2008 – 2009.

FAMU National Alumni Association (NAA) representatives, Dr. Alvin Bryant and Mr. Leonard Franklin, presented the Annual Operating Budget for FY July 2008 – June 2009 to the Committee. Mr. Franklin informed the Committee that the Association's budget is balanced. He also shared that the NAA is committed to raising \$600,000 towards the University's goal of \$1.5 million dollars for the Tom Joyner Morning Show "School of the Month" Campaign.

Mr. Mickey Clayton presented the FAMU Boosters FY 2008 – 2009 Budget, noting that the budget has been approved by the Booster's Board. Mr. Clayton referenced a slight increase in membership, and noted that the Boosters have included more special events programs that should allow them to bring in more revenue to the Athletic Department.

The Committee heard from Vice President Carla Willis, who presented the FAMU Foundation's Budget. Trustee Daryl Parks suggested, for administrative purposes, including a footnote that funding for Development positions will move to the E&G budget in the next three to four years as that is the length of time the budget can transfer from fund balance to supplement the salary line items in the Foundation budget. President Ammons stated that it was his intent to remove the Development salaries from the operating budget of the Foundation and put them in the E&G budget. Due to the state of Florida's current budget crunch this move could not occur this year.

Trustee Brown move acceptance of the budgets for the NAA, Boosters, and FAMU Foundation as submitted. The motion was seconded by Trustee Parks and it carried.

The committee reviewed an amendment to the FAMU Foundation by-laws. The proposed amendment of Article I, Section 3 of the Foundation by-laws would insert a comma (,) after "incumbent;" and it would insert the word "deceased" after the comma. Vice President Willis provided background on the proposed amendment, which related to the Foundation Board's interest in recognizing deceased, former Board member, Cecil Keene, as an emeritus Board member.

Trustee Brown moved approval of the amendment as submitted. Trustee Badger seconded the motion and it carried.

The Chief Communications Officer Sharon Saunders provided the committee with updates on the Web Design, and the new catalogue. The latest version of the catalogue has been posted to the website. The focus of the redesign of the website is to use it as a marketing tool for stakeholders. The goal is to have the new website up and running by the first day of classes. An overview of the sample pages was presented by Charles Collins, the University's graphic artist.

Vice President Carla Willis provided the committee with an update regarding the University Relations/FAMU Foundation, Inc., organizational chart. As of August 1, 2008, the chart reflect changes made to the Department's organizational structure. Several individuals within the organization have received new assignments.

Alumni Affairs Director Carmen Cummings provided an update to the committee on alumni activities that have occurred since the last BOT meeting. Mrs. Cummings reported on upcoming alumni activities and events including the Inauguration of the 10th President of FAMU.

Director of Development Adriene Wright provided an update on the Tom Joyner "School of the Month" Campaign as follows:

- Reported that FAMU has set a new record, and has passed the million dollar mark, securing \$1,004,193.00, towards the \$1.5 million goal.
- No other Tom Joyner "School of the Month" participating HBCU has reached the million dollar level. FAMU has set a new benchmark.
- In an effort to build more momentum, President Ammons and Tom Joyner, Chairman of the Tom Joyner Foundation, will send a joint letter to our National Alumni Association regional vice presidents and chapters, to announce this accomplishment, to show how their efforts are paying off, and to ask for their assistance in achieving this goal.

Trustee-Student Committee

Trustee Parks recognized Trustee Andrew Collins, SGA President, who announced that the SGA Inauguration will occur in September, the logistics will be finalized at a later time. Other plans for SGA are as follows:

- His platform focus for the year will be on voter registration.
- Commendations to local Greek Fraternities for being awarded Chapter of the Year: Omega Psi Phi Fraternity and Alpha Phi Alpha Fraternity.
- He worked extensively with Student Activities in planning the Welcome Back Campaign and Homecoming 2008.
- Commendations to Dean Hawkins and Dr. Bland of the School of Journalism and Graphic Communications for the achievements of their student organizations.

The committee heard from Vice President Roland Gaines, who introduced his new hires:

- Mr. Edward Willis, Associate Vice President for Student Development, who brings a wealth of experience in the student affairs area.
- Mrs. Janet Johnson, University Registrar, who is a former employee and who has served at other institutions as Registrar and/or Assistant Registrar.

- Dr. Danette Saylor, Director, Learning Development Evaluation Center; an adjunct professor in the School of Allied Health Sciences.

Vice President Gaines briefly discussed current enrollment with the committee. "We are up in most areas except freshman enrollment." The target enrollment for Fall 2008 is 12,000 head count.

Associate Vice President for Student Life Henry Kirby introduced the new Housing Director, Mr. Oscar Crumity. The former director resigned abruptly, and Mr. Crumity who had served as the Interim Director of Housing for 2 ½ years and as Assistant Director, was available to fill that vacancy. Mr. Kirby made a presentation on the University's housing situation. By Wednesday of this week, housing will be at capacity. In the Paddyfoote Complex, additional space has been provided by bunking the beds. Since Gibbs and Sampson Halls are not being used, the space availability for male students has been reduced.

The committee heard an update from Associate Vice President for Enrollment Danielle Kennedy-Lama who summarized the 2007-08 recruitment efforts. As a result of these efforts, \$2.9 million in scholarship awards were accepted. With the absence of the SACS cloud hanging over the University's head, "we look forward to having a better offer and acceptance rate for the 08-09 year." An increased travel recruitment team this year will include, but is not limited to, 14 students in addition to the Royal Court and the FAMU Connection.

The committee offered kudos to Chief Calvin Ross and the Department of Public Safety, in conjunction with the North Florida Regional Task Force, for the success of "Operation School Safety", which was conducted in February 2008. Chief Ross recapped the drill via a DVD presentation. Florida A&M University and Cobb Middle School were sites for this drill. The drill consisted of an active shooting incident and a hostage incident. Real weapons were used in this exercise but fired blanks. The drill involved the Domestic Technical Task Force, local Law Enforcement, Medical personnel and facilities, military personnel, and students. The committee members concluded that this was a good learning experience for all involved.

Chairman Jennings recognized Ms. Fuse-Hall to recognize any members of the public who signed up for public comment. There were no public comments.

Several board members offered comments, including Trustee Badger who thanked President and Mrs. Ammons and everyone for their expressions of sympathies. Trustee Collins notified the board that he would introduce the members of the SGA cabinet at the September meeting. Trustee Collins and Trustees White expressed regret for not attending the meeting in person.

There being no further business, the meeting adjourned.

Respectfully submitted,
Rosalind Fuse-Hall, Assistant Corporate Secretary