

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



Governance Committee Meeting

March 6, 2019

9:30 a.m.

Location: Grand Ballroom

Committee Members: Harold Mills, Chair
Kimberly Moore, Belvin Perry, Nicole Washington

AGENDA

- | | | |
|-----|---------------|-------------------|
| I. | Call to Order | Trustee Mills |
| II. | Roll Call | Linda Barge-Miles |

ACTION ITEM

- | | | |
|------|---|---------------|
| III. | Approval of the December 2018 Minutes | Trustee Mills |
| IV. | Repeal Rule 6C3-11.001, Florida Administrative Code | Shira Thomas |

INFORMATIONAL ITEM

- | | | |
|------|---|---------------|
| V. | Timelines:
A. 2019/2020 Presidential Goals
B. 2018/2019 Presidential Evaluation Timeline
C. BOT Survey | Trustee Mills |
| VI. | Legislative Update | Trustee Mills |
| VII. | Adjournment | |



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

Governance Committee

Date: (Wednesday, March 6, 2019

Agenda Item: III

Item Origination and Authorization			
Policy ____	Award of Bid ____	Budget Amendment ____	Change Order ____
Resolution ____	Contract ____	Grant ____	Other ____

Action of Board				
Approved ____	Approved w/ Conditions ____	Disapproved ____	Continued ____	Withdrawn ____

Subject: Approval of the 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.

Attachments: Minutes

Recommendation: Approve the December, 2018 minutes of the Governance Committee

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



**Governance Committee Minutes
December 7, 2018**

Committee Chair Trustee Harold Mills called the meeting to order and a quorum was established. The following trustees were present: Mills, Perry, and Washington. The first action item was approval of the June and August 2018 minutes. Trustee Perry moved approval. The motion was seconded by Trustee Washington. The motion was approved by a unanimous vote.

Next, interim General Counsel Shira Thomas provided an update on revisions to BOT Regulation 3.021, Alcoholic Beverages. She explained that the revision would provide the president with the authority to approve additional campus sites where alcoholic beverages could be served. Trustee Perry moved approval of the revision. The motion was seconded by Trustee Washington. The motion was approved by a unanimous vote.

Next, Mrs. Carrie Gavin presented the University's 2017 Equity Report. Trustee Perry moved approval. The motion was seconded by Trustee Washington and it was approved by a unanimous vote.

Next, the Committee heard a legislative update from Ms. Barbara Phippen, Director of Governmental Relations. It was resolved that Ms. Phippen will reach out to the committee regarding the selection of a local outside lobbyist.

With there being no further business, the meeting adjourned.



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

**Governance Committee
Date: March 6, 2019**

**Agenda Item: Proposed Rule (Repeal) of Florida Administrative Code Rule 6C3-11.001,
Requirements for Certification, Budget and Audit Review**

Item Origination and Authorization				
Policy ___	Award of Bid ___	Budget Amendment ___	Change Order ___	
Resolution ___	Contract ___	Grant ___	Other ___	X

Action of Board				
Approved ___	Approved w/ Conditions ___	Disapproved ___	Continued ___	Withdrawn ___

Subject: Repeal Rule 6C3-11.001, Florida Administrative Code (F.A.C.).

Rationale: Rule 6C3-11.001, F.A.C., is repealed in its entirety based on the amendment of Section 1004.28, Florida Statutes (March 2018), which removed the University's rulemaking authority. Section 1004.28, Florida Statutes, authorizes universities to adopt regulations, and not rules, governing the use of property and personnel by direct support organizations.

The language in the repealed rule was previously codified in FAMU's Direct Support Organization Regulation 11.001.

Attachments: Proposed Rule 6C3-11.001, F.A.C.

Recommendation: It is recommended that the Board of Trustees approve the Proposed Rule Repeal for notice and adoption after the expiration of the twenty-one (21) day notice period, in accordance with the applicable provisions of Florida Statute Chapter 120.

6C3-11.001 Requirements for Certification, Budget and Audit Review

~~(1) In order to be certified as a direct support organization, as provided in section 1004.28, F.S., an organization wishing to become a Florida Agricultural and Mechanical University ("University") Direct Support Organization ("DSO") shall fulfill the requirements of section 1004.28(1)(a), F.S., and shall request approval of the Florida Agricultural and Mechanical University Board of Trustees ("the Board"). Upon the approval of the University President (the "President") and approval by the Board, a direct support organization shall be considered to be certified and authorized to use the property, facilities, name and personal services of the University.~~

~~(2) The senior operating officer of the DSO shall report to the President.~~

~~(3) Operating budgets of DSOs shall be prepared at least annually, approved by the organization's governing board and by the President and submitted to the Board for approval.~~

~~(4) A DSO shall have the authority to amend its budget. Budget amendment requests for less than 15%, but not to exceed \$40,000, of the total amount of the annual budget shall require the approval of the President, provided that no budget amendment affecting the President or the President's compensation, salary or other benefits shall be made without the approval of the Board. Other budget amendment requests shall require the approval of the President and the Board.~~

~~(5) Direct support organizations shall provide for an annual audit and management letter, as prescribed by applicable laws and rules, which shall be submitted to the President and to the Audit Committee of the Board for Board review and approval.~~

~~(6) If the President determines that the DSO is no longer serving the best interests of the University, the President may request that the Board decertify a DSO. The Board has the authority to request that the President investigate any DSO that is acting inconsistently with the best interests of the University. The request for decertification shall include a plan for disposition of the DSO's assets and liabilities.~~

Rulemaking Authority § 1004.28 (2), FS. History—New 1-1-04, repealed _____.



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

**Governance Committee
Date: Wednesday, March 6, 2019
Agenda Item: V (A) and (B)**

Subject: Presidential Goals and Evaluation Timeline

Summary: The Board of Trustees conducts an annual evaluation of the president's performance for the prior year. The attached document provides the timeline for setting the president's goals, as well as a separate timeline for conducting the president's evaluation.

2019/2020 Presidential Goal Setting Timeline

05/01/19 – 06/30/19

President Robinson will work on proposed goals for 2019/2020.

07/01/19

President Robinson provides the chair with his proposed goals.

07/02/19

Chair Lawson will provide to the Governance Committee the proposed 2019/2020 performance goals and objectives produced by President Robinson. Note: The Committee will work collaboratively to reach mutual agreement with President Robinson regarding the annual goals and objective for the succeeding year.

08/08/19

The Governance Committee will meet to approve the proposed 2019/2020 goals and objectives presented by President Robinson.

08/16/19

The Board will meet to approve the 2018/2019 performance goals and objectives and other such criteria as deemed appropriate by the Board.

Presidential Evaluation Timeline 2018/2019 Review Period

05/20-31/19

The Governance Committee Chair will meet with President Robinson to discuss the following:

1. The evaluation process
2. Any feedback/suggestions that he would like to contribute related to the aforementioned items.

06/01/19 –
06/28/19

President Robinson will initiate a self-appraisal/assessment of his performance as it pertains to the Board approved goals and objectives for the 2018/2019 performance review period and other such criteria as deemed appropriate by the Board.

07/01/19 –
07/31/19

Each Board member will evaluate President Robinson's performance for 2018/2019. Each Board member will be provided the following: President Robinson's self-appraisal and the approved evaluation tool for the 2018/2019 performance review period. The SUS Chancellor will provide feedback regarding President Robinson's performance.

Note: The Governance Committee in collaboration with the Office of the General Counsel will compile the feedback received from the individual board members.

08/06/19

The Governance Committee will provide President Robinson with a draft summary of the evaluation report.

08/08/19

The Governance Committee will meet and approve its final draft of the evaluation report.

08/16/19

The Governance Committee will present to the Board the evaluation report.



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

**Governance Committee
Date: Wednesday, March 6, 2019
Agenda Item: V (C)**

Subject: Board of Trustees Member Survey

Summary: The Board of Trustees conducts an annual survey/self-assessment during its annual retreat. The timeline for the assessment indicates that the Board will initiate the survey on May 31, 2019 and complete it by June 28, 2019. The Office of Assessment will provide a report, which will be discussed with the Board at its August 15-16, 2019 retreat.

BOT Survey/Assessment Timeline

Due Date

May 31, 2019

The BOT Liaison will send the self-assessment survey link to the Board of Trustees.

June 28, 2019

Board members will complete the self-assessment survey.

July 1, 2019 -
July 31, 2019

The University's Office of Assessment will analyze the assessment and draft a report, which will be disseminated to the BOT. The report will include a comparison between the 2016/2017, 2017/2018 and 2018/2019 survey results.

August 9, 2019

The self-assessment report will be provided to Trustees. – (7 days before retreat)

August 15-16, 2019

The Board of Trustees will discuss the self-assessment report at its annual retreat.

September 18-19 2019

The Governance Committee will recommend next steps that should be addressed, as a result of the self-assessment survey.