

REVISED

**SUMMARY MINUTES
BOARD OF TRUSTEES MEETING
Foster-Tanner Band Room
Thursday, October 15, 2009**

In the absence of the chairman, Vice Chairman Daryl Parks called the meeting to order at 9:15 a.m. Attorney Fuse-Hall called the roll and the following Trustees were present: Vice Chairman Daryl Parks, Trustee Solomon Badger, Trustee Robert Brown, Trustee Richard Dent, Trustee Gallop Franklin, Trustee Maurice Holder, Trustee R. B. Holmes, Trustee Charles Langston, Trustee Spurgeon McWilliams, and Trustee Laura Branker (via phone). A quorum was established.

The Vice Chairman recognized Trustee Badger, who moved approval of the minutes of August 20, 2009. The motion was seconded by Trustee Langston and the motion carried.

Vice Chairman Parks made brief remarks before the President's Report. He congratulated Provost Hughes Harris and the staff for the Institutional Effectiveness, Enrollment Trends, Retention and Strategic Plan Workshop. He commended the presenters for the valuable information that was presented.

Further, he noted that the committee assignments were in their packets of information and the committees will begin with the December meeting.

PRESIDENT'S REPORT

President Ammons presented his report, introducing the new Diplomat-in-Residence, Ambassador Miriam Hughes. She will expose students to careers and service opportunities in the US Department of State. She arrives from the Federated States of Micronesia, a nation of 600 small islands located in the Pacific Ocean. President Ammons also informed the board that Athletic Director Bill Hayes will take a position at Winston-Salem State University, beginning in January 2010. He thanked Mr. Hayes for his efforts in restructuring the athletic department and the stronger position that he leaves the FAMU Athletics Department.

Further he noted that US Congressman Allen Boyd announced that FAMU will receive a total of \$1.2 million in federal stimulus funds to expand the training of healthcare professionals at FAMU. Other highlights include:

- National Breast Cancer Awareness Month
- Fall 2009 Recruitment has provided nearly \$2.1 million in scholarships
- FAMU Connection celebrates its 25th Anniversary
- School of Journalism and Graphic Communication celebrates its 35th Anniversary with a discussion panel, "CBS Journalists and their Journey," featuring Russ Mitchell, Byron Pitts, Randall Pinkston, Bill Whitaker and Harold Dow.

- Operation Immunization seeks to inoculate 5,000 students, sponsored by the College of Pharmacy and Pharmaceutical Sciences, Big Bend AHEC, Leon County Health Department, FAMU Pharmacy and Florida Pharmacy Association.
- Dr. LeAndra Higginbotham is the Florida Department of Law Enforcement 2009 Forensic Scientist of the Year.
- Akin Afolayan, a FAMU graduate, led a team of volunteers to Lagos, Nigeria and built a prototype amphibious clinic known as “Afolayan’s Hope Floats”.
- The University received \$700,000 in stimulus funds from the US Department of the Interior to repair Sampson Hall, a male residence hall.
- The University received the 2008 Award of Special Recognition for Loss Prevention (the Bronze Award), recognizing FAMU’s efforts in loss prevention in comparison of our safety program to established best practices in loss prevention.
- The Division of University Relations has held 18 corporate cultivation meetings.
- Walt Disney World will underwrite (as an in-kind gift) events associated with the celebration of the School of Law accreditation.
- The Thurgood Marshall College Fund provided a Microsoft Technology Grant in the amount of \$488,187 in Microsoft software and licenses.
- Homecoming activities will celebrate and commend the championship teams of 1959, 1969, 1977, 1978 and 1979, with a special tribute to Robert “Bullet Bob” Hayes at the Gala.

Vice Chairman Parks thanked President Ammons for his thorough report. Trustee Parks emphasized the importance of recruitment and noted that Mr. Rudy Slaughter will retire from the University. The Vice Chairman recognized Trustee Franklin, who read a resolution commending Mr. Slaughter’s work. Trustee Franklin moved approval of the resolution and it was seconded by Trustee McWilliams. The motion carried.

BUDGET & FINANCE COMMITTEE

The Budget and Finance Committee had two (2) action items and several items for information.

The Committee heard from Ms. Nellie Woodruff, Assistant Vice President for Human Resources, who presented a recommendation for the approval of the fiscal year 2009-2010 winter break for the period of December 24 and December 28-31, 2009. Pursuant to section four (4) of Board of Trustees policy number 2005-23, “The Board of Trustees may provide all salaried employees up to five paid personal holidays, in addition to the officially designated holidays on December 25 and January 1.”

The Committee asked the staff to amend the policy to eliminate the requirement for the Board of Trustees to approve routinely the winter break in the future.

Trustee Dent moved approval of the winter break. The motion was seconded by Trustee Holmes and the motion carried.

The Committee heard a report from Ms. Teresa Hardee, CFO & Vice President for Administrative and Financial Services, regarding an amendment to the operating budget for fiscal year 2009-2010. The Vice President requested additional budget authority of \$20,000 in the Auxiliary Enterprises budget entity for the Division of Graphic Communication. This increase is needed to respond to a recommendation from the Accrediting Council for Collegiate Graphic Communication. The additional funds will be used to add workstations and update software for the graphic design and photography students. The additional budget authority will be funded from the fund balance in the Materials and Supply Fee Journalism fund. The Division of Graphic Communication will be reviewed by the Accrediting Association during the spring 2010 semester.

Trustee Dent moved approval of the amendment to the operating budget. Trustee Holmes seconded the motion and it carried.

Trustee Dent highlighted the informational items that the committee heard. The Committee heard from Vice President Hardee who presented the following updates:

- **FY 2009-2010 Operating Budget (including the use of the Federal Stabilization Funds):** Vice President Hardee reported that the University is monitoring the results of the state's revenue estimating conferences for general revenue, lottery and PECO. Updates will be provided at the next BOT meeting.

Expenditures through September 30th from the Federal Stabilization Funds (stimulus funds) include \$861,096.77 and a total of 108.17 positions. Pursuant to federal guidelines, the University is required to submit quarterly reports on the expenditures from these funds. The first quarterly report was submitted to the Florida Department of Education on October 5th.

- **American Recovery and Reinvestment Act:** To date, FAMU has submitted 36 grant proposals to federal agencies totaling \$34.1 million. Three proposals totaling \$983,125 have been funded and the University has been awarded \$1.2 million for scholarships for disadvantaged students in Allied Health, Nursing & Pharmacy.
- **FY 2010-2011 Legislative Budget Request:** On September 24, 2009, the Board of Governors approved the FY 2010-2011 Legislative Budget Request for the State University System. The Education and General (E&G) core budget focuses on three main areas:
 - \$28.6 million for plant operations and maintenance funding for new and existing facilities. (The amount requested for FAMU is \$843,125).

- \$134 million for the second year of the federal stimulus funds appropriated in the current year. (The amount requested for FAMU is \$7.936 million).
- \$11.3 million for the replacement of non-recurring general revenue funds appropriated in the current year. (The amount requested for FAMU is \$669,622).
- **The FY 2008-2009 Financial Statements** were submitted to the Board of Governors on September 15th.
- **Contracts over \$100,000:** Four (4) contracts have been executed since the last BOT meeting that exceeds \$100,000. These include:
 - **High Tech Displays (\$750,000):** The Boosters are purchasing two scoreboards (one for the Multi-Purpose Teaching Gym and one for Bragg Memorial Stadium).
 - **Double Trouble Entertainment, Inc. (\$150,000):** Promoter for the homecoming concert.
 - FAMU serves as lead for the **Environmental Cooperative Science Center**. This Center offers Ph.D. degrees in environmental sciences, environmental toxicology, physics and various engineering disciplines. The Center has contracted with two sub-recipients: **Texas A&M University (\$167,090) and Jackson State University (\$212,988)**.

Finally, the Committee heard from Ms. Stephany Fall, University Purchasing Director, who presented an overview of this department's operations. This information highlighted the following processes: managing requisitions and purchase orders, P-card administration, competitive solicitations, contract/lease administration and vendor file maintenance.

ACADEMIC AFFAIRS

Vice Chairman Parks recognized Trustee Badger for the Academic Affairs Committee Report.

Trustee Badger noted that the committee had one (1) action item and one (1) informational item.

The Committee heard information regarding the 2010-2020 Strategic Plan during an Institutional Effectiveness Workshop. The plan has been thoroughly vetted with the University's internal and external stakeholders. The strategic initiatives that have been identified will guide the University to a strong position in the global market over the next ten years.

Trustee Badger moved approval of the University's 2010 - 2020 Strategic Plan. Trustee Holder seconded the motion and it carried.

The Committee heard a report from Attorney Linda Barge-Miles, who provided an overview of the University's sabbatical program, its purpose, and the approval process. Professor Joe Ritchie, the Knight Chair in the School of Journalism and Graphic Communication, recently returned from a year-long sabbatical in Hong Kong. He shared with the Committee the purpose and highlights of his sabbatical, which included working with a New York Times Company and serving as a visiting professor at the University of Hong Kong. Committee members commented that the presentation was enlightening and demonstrated the value of sabbaticals for faculty. Professor Ritchie thanked the University for the sabbatical and indicated that he truly believed that this experience made him a more valuable professor.

AUDIT COMMITTEE

Mr. Chairman, the Audit Committee has two items for information. The Committee heard from Vice President O'Duor, who presented an update about the 2008-09 National Science Foundation Audit Report. He stated that as part of an agreement between Florida A&M University and the National Science Foundation (NSF), the University is required to award an annual special audit of all NSF grants. The special audit for the fiscal year ended June 30, 2009; it was conducted by an independent public accounting firm and there were no audit findings. Further, he commended Provost Cynthia Hughes Harris, CFO Teresa Hardee, Vice President Larry Robinson, and their respective staffs related to NSF awards for their excellent work.

In addition, the Committee heard from Vice President O'Duor who presented an update on the 2009 Compliance Report to NSF. He stated that in accordance with the compliance agreement between FAMU and NSF, a written annual report is due each year on September 30th. The University submitted the 2009 report on September 25, 2009. The report contained detailed information in accordance with the terms of the agreement. Further, the significant accomplishments described in the report reflect the University's commitment to ensure compliance with applicable requirements of federal and state laws and regulations.

TRUSTEE-STUDENT RELATIONS COMMITTEE

Vice Chairman Parks asked Trustee Badger to present the committee report. This committee received updates from the Division of Student Affairs. The Committee members commended the Division for the positive energy exhibited this year in the recruitment efforts. Congratulations were also extended to the entire administrative body for the overall and continuous progress of the University.

The Committee heard from Vice President Roland Gaines who introduced Marcia Boyd as the new Associate Vice President for Enrollment Management. Ms. Boyd was formerly the

Director of Financial Aid and she will serve in both capacities until the director's position is filled.

The Committee was informed that Mr. Rudy Slaughter, the director of university recruiting, would retire from the University at the end of October. President James Ammons, Vice President Roland Gaines, and many of the Trustees extended accolades to Mr. Slaughter for the wonderful, dedicated service he has provided to the University. Trustee Maurice Holder, announced that he recommended to the Faculty Senate to present an award to Mr. Slaughter. More detailed information will be presented later.

The Committee heard from Trustee Gallop Franklin who summarized the Student Government Association's (SGA) activities, which included:

- Students are actively involved in recruitment activities
- SGA Stimulus package is available and the review committee will meet within the next two weeks
- SGA will conduct resume building workshops with the aid of the School of Business and Industry
- Preparing for Law Day scheduled for November 13, 2009
- Planning to reinstitute the 'Safe Team'

The Committee heard from Ms. Tanya Tatum from the Student Health Center who provided an update on the H1N1 virus and other student health activities, including:

- Florida has experienced wide spread outbreaks of the H1N1 virus
- About 40% of the student body has been seen in the clinic with cold-like symptoms
- Approximately 800 doses of the seasonal flu vaccine have been administered
- Between November and March, the highest level activity is expected to occur
- Two campus residences have been identified to quarantine infected students.
- Approval from the Fire Marshal has been granted to utilize the pool locker rooms as an alternate site for student isolation.

Chief of Police Calvin Ross updated the Committee on campus safety, including a comparative summary of activities from January 1 to October 1 for both 2008 and 2009. Chief Ross mentioned the incident which occurred after the first home football game, where two individuals were shot. Both victims are recovering from their injuries and arrests were made in the case.

Mr. Lamar Coleman, Associate Director for Residence Life, presented a synopsis of the varied activities occurring in Residence Life. One specific distinction was made between 'Housing' and 'Residence Life'. It was noted that our students are in a well rounded experience which make up Residence Life; and not just a location to sleep. With that, last year 707 programs were

presented for the residents. It is hoped that the experiences in 'Residence Life' will assist in bridging the gap between dependency and independency.

Dr. Danette Saylor is the Director of the FAMU Center for Disability Access & Resources (CeDAR). This Center was formerly known as the LDEC. She explained the "Who, What, Why and How" of the Center which supports students. She noted that over 60% of their clientele have specific learning disabilities; but, the program employs a very diverse staff to handle the students and their concerns. One of the primary goals is to ensure students with disabilities have access to the same programs, opportunities, and activities available to all FAMU students. The Center is furnished with several assistive technology devices which are used to make things more attainable for the students. Several support services are offered by the Center, including academic advising, tutoring, registration assistance, mobility van transportation. A chapter of Delta Sigma Omicron (a service organization) has been established at FAMU. This Chapter is the first chapter at an HBCU.

Dr. Sharron Foster, the University Physician, discussed the Pre-med Shadow Program, which was established in June 2007. Currently, there are 35 active physicians from the community, participating in the program. There is a total of 105 students participating, 75 of these have been in place within the last year. The overall goal of the program is for students to get practical exposure to the profession. Students observe the patient/physician interrelations and it exposes students to professional ethics. It is hoped this program will assist students in making an informed decision regarding the profession.

Dr. Delores Dean, Director of the Career Placement Center, presented an overview of the Center. The Center offers career counseling, seminars/workshops, presentations/receptions, college relational visits and resume referral program. From September 1, 2009, to date, 62 companies have visited, 100 workshops have occurred, and the staff has conducted 649 interviews. There are 3,901 students and 704 alumni registered with the Career Center.

Mr. Henry Kirby, Associate Vice President for Student Life and Dean of Students, discussed the various activities that involve students. The general philosophy of Student Life is 'leadership through participation.' The four areas for student involvement include: PAAC – Program Action Activities Council; CAB – Campus Activities Board; Annual Homecoming; and as volunteers. "Our students are involved in the community and are serving with pride and dignity."

DIRECT SUPPORT ORGANIZATIONS (DSO)

Trustee Langston presented the report for the Direct Support Organization (DSO) Committee.

Mr. Chairman, the DSO Committee has two (2) action items, and one (1) item for information.

The Committee heard from President James H. Ammons who recommended the naming of two (2) campus buildings. President Ammons recommended that the Student Recreation Center be

officially named the Hansel E. Tookes, Sr., Student Recreation Center; and the Multi-Purpose Teaching Gymnasium be officially named the Alfred "Al" Lawson, Jr., Multi-Purpose Teaching Gymnasium.

These recommendations were made in recognition of the significant work and contributions made by Senator Alfred Lawson, Jr.; and the late Mr. Hansel Tookes, Sr. Supports for these recommendations were voiced by other members of the board at the DSO Committee meeting.

Trustee Langston move that the Board of Trustees approve the recommendations for naming two (2) campus buildings. Trustee Holmes seconded the motion. The naming ceremonies will occur during Homecoming Weekend.

President Ammons also presented a recommendation that the street entering the football stadium from Wannish Way, be named in honor of Robert "Bob" Hayes, including the street that runs around Bragg Stadium in honor of this distinguished football career, including his recent induction into the Professional Football Hall of Fame.

Trustee Langston moved approval of naming the campus street entering the stadium from Wannish Way and the street that encircles around the stadium in honor of Robert "Bob" Hayes. Trustee Badger seconded the motion and the motion carried.

The Committee heard from Vice President Carla Willis, who provided the Committee with an update on the Division's activities. Vice President Willis referenced the corporate activity of the Division, including the IMG project; and a partnership with Disney which was discussed in detail by President James Ammons.

Vice President Willis provided the Committee with several fiscal year-end highlights, a FAMU Foundation Investments Dashboard slide presentation, and informed the Committee that Bentz Whaley Flessner has been chosen as the consultant for the Capital Campaign Feasibility Study. The Vice President stated that a Florida A&M University Feasibility Study Task Force will guide the process.

The Committee also heard from Mr. Jeff Shaw, Coordinator-Computer Applications, who introduced the Committee to a mobile giving initiative that allows donations to be given to the University through text messaging. This initiative will become operational during FAMU's Homecoming.

FACILITIES PLANNING COMMITTEE

Trustee McWilliams provide the committee report. The Committee heard a presentation on the status of the on-going major construction projects including a plan to expand the dining area in

the University Commons Building and the final plan for Phase II of the Recreation Center which will add basketball, racquetball, and stationary biking opportunities to the existing facilities.

The Committee also received an update on the status of PECO funding. The Board of Governors, on the basis of the most recent state revenue estimates, plans to submit a legislative budget request for \$3,133,129 for infrastructure and \$1,018,576 for minor projects for FAMU for Fiscal Year 2010-11. No funding is being requested for building construction for Fiscal Year 2010-11. For FY 2011-12, the BOG anticipates \$6.3 million being available for infrastructure and no funding again for building construction. Some funding may become available in FY 2012-13 for capital construction.

Committee members expressed serious concern about the adverse impacts of inadequate PECO funding on the programs associated with the construction of the Pharmacy Phase II Building, the College of Engineering Phase III, and the Crestview Health Center projects.

Finally, the Committee received information regarding negotiations with Premier Construction and Development Inc., the top-ranked respondent to the University's Invitation to Negotiate for the design and construction of the new 800-bed facility and the renovation of Sampson and Young Residence Halls. The Negotiating Team appointed by the President is in the process of concluding negotiations with Premier for the pre-construction and design services for Sampson and Young Residence Halls. The University has continued consultations with the state's Division of Bond Financing and discussions with financial institutions regarding the financing of these housing projects.

PUBLIC COMMENTS

- Mr. Hansel Tookes, Jr. thanked the Board for the recognition that it bestowed upon his father and his achievements while coaching at the University. Trustee Holmes echoed these sentiments and thanked President Ammons for his recommendation.
- Ms. Margo Green shared a concern regarding her daughter's difficulty with an academic unit. Trustee Holmes inquired, "How do we handle this matter?" President Ammons noted that he would confer with the Provost to address this concern.
- Mr. Kyle Washington encouraged the Board to "get fired up." He challenged the trustees to ensure that the best practices exist across the campus.

Vice Chairman Parks thanked each speaker for their remarks. Trustee Parks asked if there were comments from other board members:

- Trustee Holmes noted that the workshop regarding the strategic plan for 2020 was a powerful effort. He commended the President and the Provost for preparing the University for a transformational future. He appreciated the vision. "No one is perfect and we are in line for being here for the next 130 years." Let's not downplay the work of

CFO Hardee for our financial strength. President Ammons thanked Trustee Holmes on behalf of the University community.

- Trustee Dent offered special recognition to Vice President Willis and her team for finding new and innovative ways for moving the agenda. He commended Dr. Robinson's work in \$200 million in sponsored research. He appreciated the work of deriving revenue from other areas.
- Trustee Parks applauded the enrollment growth and appreciated the President's speech at convocation that set the pace for the new vision for the University.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Rosalind Fuse-Hall

Rosalind Fuse-Hall
Assistant Corporate Secretary