

**FLORIDA A&M UNIVERSITY  
BOARD OF TRUSTEES**



**TRUSTEE – STUDENT AFFAIRS COMMITTEE  
December 3, 2014**

**Committee Members:**

**Trustee Torey Alston, Chairman  
Trustee Bettye Grable  
Trustee Belinda Reed Shannon  
Trustee Marjorie Turnbull  
Trustee Tonnette Graham**

**Agenda**

**I. Call to Order**

**Chairman, Torey Alston**

**Action Item**

- I. Approval of September 11, 2014 Minutes**
- II. Approval of Multi-year Contract Extension**
- III. Approval of Multi-year Contract Extension**

**Chairman, Torey Alston  
Vice President William Hudson, Jr.  
Vice President William Hudson, Jr.**

**Informational Items**

**IV. Student Government Association Updates**

**Trustee Tonnette Graham**

**V. Division of Student Affairs**

**Vice President William Hudson, Jr.**

- A. Update on Admissions**
- B. Update on Financial Aid**
- C. Update on Fall Intake**
- D. Update on LGBTQA**
- E. Anti-Hazing & Ombudsmen Functions**
- F. Public Safety Accreditation Visit**
- G. Student Athlete Activities**

**Assistant to the Vice President Bryan Smith**

**Athletic Director Kellen Winslow**

**VI. Adjournment**

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Board of Trustees**



**Student Affairs Committee Minutes  
Trustee Torey Alston, Chair**

**Date: Wednesday, September 10, 2014**

The Board of Trustees Student Affairs Committee meeting was convened by Trustee Torey Alston.

The first action item was a request for the approval of the minutes from the June 4, 2014 meeting. The minutes were accepted as presented.

The second action item was the requested approval for the Election of a Vice Chair. Trustee Tonnette Graham was nominated and elected Vice Chair for the Student Affairs Committee.

The third action item was request for approval of the amendments to Regulation 2.001 - This Regulation is being revised to include the applicability of the On-campus Residency Requirement to Access Summer Bridge Program and CeDAR ART Program participants; renaming the freshmen Studies Program to the Access Summer Bridge Program; requiring prior approval for an exception to the On-campus Residency Requirement to avoid being billed for two semesters at the lowest facility rate; adding an exemption from the On-campus Residency Requirements for students graduating from high school within thirty-five (35) miles of the University's Tallahassee campus; removing the exception to the On-Campus Residency Requirement for students residing at a permanent home address thirty-five (35) miles or less from campus; in accordance with the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and the American Disabilities Act outlining the process for requesting an Assistance Animal and expectations for the Assistance Animal in University Housing; and instructing students that Housing Policies may be found on Housing's website.

Trustee Turnbull moved that the Board approve the amendments to Regulation 2.001. The motion was seconded by Trustee Graham, and the motion carried.

The fourth action item for approval was approval of amendments to Regulation 6.002 - The Board of Governors amended Regulation 6.002 that requires "the number of first-time-in-college students admitted through profile assessment at each university shall be determined by the university Board of Trustees." The University has reviewed the data regarding these students and will continue to work with such students via the Office of University Retention, Colleges and Schools. Therefore, staff recommends the Board of Trustees set a maximum enrollment for profile (admits) assessors.

It is recommended the Florida A&M University Board of Trustees approve enrolling a maximum of 20% profile (admits) assessors within the category of first-time-in-college (FTIC) students estimated at 1,500 for Fall 2015, Fall 2016, and Fall 2017 (300 per year).

Trustee Persaud moved the Board approve the maximum enrollment for profile admits (Access Opportunity students). The motion was seconded by Trustee Turnbull, and the motion was carried.

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Trustee Tonnelle Graham provided the Student Government Association Updates.

Vice President William Hudson, Jr., provided the Division of Student Affairs updates.

1. **Enrollment Management Update** - We admitted 2,151 students compared to 2,088 last year. The average GPA and test scores remained typically the same. There were 163 Access Opportunity Students enrolled this fall which is consistent with the BOT's charge to remain below 20% of the fall FTIC. Preliminary percentage is 15.2%.

Steps are being taken to help with the recruitment of National Merit Scholars. The steps include purchasing PSAT and ACT listings in May. The cost for the ACT is \$1,700, and the cost for the PSAT is \$2,200. In addition, other strategies are being implemented for recruiting the semifinalists.

The SUS Directors' tour is divided into seven regional venues around the state of Florida. There are admissions workshops that are mandatory for all high school counselors to attend, and these workshops will provide FAMU an opportunity to distinguish ourselves from the other SUS institutions during the one-on-one sessions. This year the regional workshops will be held in Panama City, Jacksonville, Orlando, Miami, Boca Raton, Ft. Myers, and Tampa.

Fall Recruitment Schedule – During the recruitment in Jackson, Mississippi a total of \$1,079,000 was awarded to 39 students. We will also be recruiting in Montgomery, Alabama, Columbus and Atlanta, Georgia, Washington, DC, Greensboro, North Carolina, and Orlando and Jacksonville, Florida.

Preview Dates – The fall preview dates are October 10 and November 7. The spring preview date is February 21. May 1, 2014 is the National Intent day, and this is when students decide which institution they will attend. Note: We will start accessing an admissions deposit. If the students enroll at the University the fee will be used for their tuition. However, if the student does not enroll at the University, the \$100 deposit will be forfeited (non-refundable).

2. **Housing Update** – For those students displaced (6<sup>th</sup> floor FAMU Village), the students received a discount of \$28.75 per day.

There were 150 students displaced.

The students moved into FAMU Village on August 18 – 19 for early arrivals and September 3 – 8 for the sixth floor occupants. The students assigned to the 6<sup>th</sup> floor were temporarily housed at another location for approximately 20 days depending on the moving schedule. Approximately \$86,250 was discounted to students.

The cost to move the students was between \$9,000 and \$10,000, which averages about \$60 per student.

The facility is approximately 93.2% occupied.

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**3. Financial Aid Update**

Total Number of Students served at the One Stop Shop: Total Contacts: 3,231  
Total number of students on Attendance Hold -- 1,631  
Total number of students with an Award package -- 7,812  
Total number of students with fall disbursements -- 5,256  
Total disbursements \$32,492,049.95  
Refund Process began on September 9

Total Number of students placed on hold for not meeting Satisfactory Academic Progress (SAP) Hold  
Summary:

2011-2012	Total 3,899
2012-2013	Total 3,352
2013-2014	Total 2,890
2014-2015	Total 1,693

4. **Campus Liaisons** have been hired to assist fellow students through the financial aid process, provide on-campus customer service support, and conduct financial aid on-campus activities such as classroom presentations and panel discussions, social media communications, and recruitment efforts.
5. The **Call Center** has been established in the University Commons to assist constituents with frequently asked questions and inquiries regarding admissions, financial aid, registrar, and student accounts. Trainings have begun with proposed full implementation in spring 2015.
6. **Fall Intake:** There will be a series of workshops that will include information on the following:
- Policies and Procedures of OSA as they relate to Clubs and Organizations, Facility Space Requests, Volunteer Services Program, Off Campus Solicitation, Off Campus Bank Accounts, etc.
  - Judicial Affairs will discuss the Student Code of Conduct.
  - Risk Management will discuss Event Planning and Insurance concerns.
  - Anti-hazing initiatives will be discussed by Bryan Smith.
  - University Police will discuss Safety Concerns and Expectations.
  - A University-wide Community Service Initiative by the newly created Institute to deal with sustainability issues.
  - The Office of the General Counsel will give an "Over-Arching" Q&A of all things that could eventually impact a students during their career at FAMU.

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12 HOURS AND 2.5 GPA is what are needed to join ANY organization on our campus this year (2014-15) unless a National Organization stipulates differently.

*(This now means that 2nd Semester Freshmen can now become members of any On-Campus Club and/or Organization)*

**7. Campus Safety:**

Accreditation Mock Site Visit – September 9-11, 2014

- A. All staff completed Accreditation Training
- B. 95% complete with accreditation related items

Accreditation On-site Visit - October 21-23, 2014

Hosted Law Enforcement Active Shooter Training – August 5-7, 2014

In-service training provided to DPS officers/administrative staff

- A. OCAT Training
- B. ASP
- C. Jumpbox/Lockout Training
- E. Golf Cart
- F. Clery Act Training
- G. Mental Health First Aid Class (We will be the 1st PD in North Florida to have this training)

Upcoming Training:

- A. CPR/AED
- B. Taser
- C. ATV
- D. Bike

Introduction of two new employees in the Department of Campus Safety:

**Assistant Chief Frost** comes to Florida A&M University, Department of Campus Safety and Security with over 30 years of law enforcement experience. Assistant Chief Frost comes to us from Albany Georgia Police Department where he spent the last three years as the Assistant Chief of Police. Before that, he retired as a Major with the State of Florida Division of Insurance Fraud where he was responsible for recruitment and selection, training, internal affairs, and accreditation for the 200-member statewide agency. Prior to being selected as the Major for Insurance Fraud, he served as the training Captain for the Department of Transportation Motor Carrier Compliance Office, and was responsible for the day to day operations of the Training Academy as well as all aspects of training requirements for 200 statewide sworn

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members. He serves as an active member of the State Emergency Operations Center and is a high liability instructor.

In 2003, **William Evers** attended the Pat Thomas Law Enforcement Academy sponsored by Motor Carrier Compliance. After graduating from the academy in June 2003, Officer Evers joined the state-wide Emergency Response Team, the Radiologic-Nuclear response team, and the Homeland Security Task Force attending multi-state trainings and participating in numerous table top exercises. In 2010, Officer Evers climbed the ranks within Motor Carrier Compliance and was promoted to the rank of Sergeant. As a new Sergeant, Officer Evers was highly sought after for his knowledge and expertise to train newly hired personnel on Standard Operating Procedures, High Liability, and host of other fundamentals needed to serve and protect.

Submitted by,

Trustee Torey Alston



Florida Agricultural and Mechanical University  
Board of Trustees Action Item

Meeting Date – December 3, 2014

Agenda Item \_\_\_\_\_

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 a Multi-year Employment Contract Extension for LeDawn Gibson

**Rationale:** Athletic Director Kellen Winslow and President Mangum recommend the approval of a three-year employment contract extension for LeDawn Gibson, the Head Women's Basketball Coach at Florida A&M University.

LeDawn Gibson is entering her seventh season as head coach of the FAMU Women's Basketball Program. She is looking forward to her 100<sup>th</sup> career win as a collegiate coach and the elusive Mid-Eastern Athletic Conference title.

In six seasons, Coach Gibson has compiled a 97-84 record overall, while posting a 57-39 record in MEAC play. Her 97 wins are the third most wins ever by a FAMU coach in their first six years at the helm.

In 2012 and 2014, Coach Gibson has produced two student athletes who were MEAC Players of the Year. One student athlete was also the MEAC Defensive Player of the Year.

Over the entirety of her coaching career, Coach Gibson guided her teams to finish in the league's top four three times in 2011, 2012, and 2014.

Her student-athletes have performed well as a team, both on the court and in the classroom.

Ms. Gibson's salary is \$90,000.00

**Recommendation:** Approval of the multi-year employment contract extension for Ms. LeDawn Gibson, Head Women's Basketball Coach at Florida A&M University.



# Florida Agricultural and Mechanical University Board of Trustees Action Item

Meeting Date – December 3, 2014

Agenda Item \_\_\_\_\_

	<b>Item Origination and Authorization</b>			
Policy _____	Award of Bid _____	Budget Amendment _____	Change Order _____	
Resolution _____	Contract _____	Grant _____	Other _____	

<b>Action of Board</b>				
Approved _____	Approved w/ Conditions _____	Disapproved _____	Continued _____	Withdrawn _____

**Subject:** Approval of a Multi-year Employment Contract for Byron Samuels

**Rationale:** Athletic Director Kellen Winslow and President Mangum recommend the approval of a three-year employment contract for Byron Samuels, the Head Men's Basketball Coach at Florida A&M University. Byron comes to FAMU from the University of Georgia, where he served as the Basketball Operations Coordinator since June of 2013.

While at Georgia, Coach Samuels was responsible for oversight of the players' day-to-day schedules and their academic performance. He also assisted with the program's on-campus recruiting efforts, summer camps and community outreach.

His career experiences include three head coaching posts, two at four-year schools, and one in the junior college ranks.

Coach Samuels' first head coaching job was at Mid-Eastern Athletic Conference member Hampton University. During his two-year stint (1995-97), he helped the Pirates with their transition to NCAA Division I status.

Samuels was the head coach at Radford University from 2002-07 after serving one season there as an assistant coach. His tenure with the Highlanders included an appearance in the league's tournament championship game. He earned several player and team accolades, both on the court and in the classroom.

Over the entirety of his coaching career, Samuels helped guide six teams to post-season bids.

Coach Samuels received his Bachelor of Science in Personnel Management from UNC Asheville and a Master in Education from Western Carolina.

Mr. Samuels' salary is \$165,000.00

**Recommendation:** Approval of the multi-year employment contract for Mr. Byron Samuels, Head Men's Basketball Coach at Florida A&M University.