Chairman William Jennings called the meeting to order at 9:15 a.m. Roll call established that a quorum was present. Minutes for September 13, 2007; September 20, 2007 (telephone conference call); October 17, 2007 (telephone conference call); and October 22, 2007 (telephone conference call) were presented for approval. Trustee Parks moved approval of the minutes, and it was properly seconded. The motion carried.

Chairperson Jennings announced the death of the father of Vice Chairperson Holmes and expressed condolences. Additionally, he announced that today was Trustee Al Cardenas’ last meeting as a trustee and thanked him for his outstanding commitment and service. Trustee Cardenas was a member of the inaugural FAMU Board of Trustees. Trustee Duncan read resolution honoring Trustee Cardenas’ service. Adoption of the resolution was moved by Trustee Holder, seconded by Trustee Dent, and passed unanimously. In a moment of personal privilege, Trustee Cardenas spoke of Florida A & M as his family. He plans to stay in touch and keep the University in his prayers. He received a standing ovation.

President Ammons thanked Trustee Cardenas for his dedicated, committed service and expressed joy over having worked with him. He wished Trustee Cardenas and his family well.

Chairman Jennings recognized President Ammons for his report. With regards to the Board of Governors’ Task Force, President Ammons stated that he was waiting for the auditing firm to verify and validate the University’s action plan for finances. Further he stated that all reports from all areas, including the Monitoring Report to the Southern Association for College and Schools (SACS), have been submitted to the Task Force and that the Task Force
President Ammons reported that the First Monitoring Report had been submitted to SACS along with the preliminary and tentative financial statements drafted by the State Auditor General. He noted that the final financial statements had to be submitted to SACS by November 30 for consideration by the Commission on Colleges of the University’s probationary status at the SACS Annual Meeting commencing on December 8. He commended the progress that had been made by the University in completing this work. He highlighted the work of Interim CFO Teresa Hardee; Interim CIO Robert Seniors; Roland Gaines, Vice President of Student Affairs, and Charles O’Duor, Vice President for Compliance. Further President Ammons stated that Vice President O’Duor will institutionalize the action plans that have been made. He promised to keep the Trustees informed.

In light of their outstanding work, President Ammons informed the Trustees that he had exercised his authority as granted by Board of Trustee to waive advertisement and has offered permanent appointments to Ms. Teresa Hardee as CFO and vice president for Administrative and Financial Services and to Mr. Robert Seniors as CIO and vice president for Information Technology. This announcement was met with a rousing ovation for each appointment.

The President’s Report continued with several other announcements:

1. A seven (7) member ABA team visited the College of Law in November for a progress review and that the team complimented the progress being made;
2. Attorney Leroy Pernell will begin his tenure as Dean of the College of Law on January 2, 2008;
3. The Pharmacy Accreditation Council visited the University in November and that early indications are that the University is in full compliance;
4. searches for Provost and Vice President for Academic Affairs and the Vice President for Institutional Advancement/Executive Director for Foundation are in progress and nearing conclusion;
5. An on-going investigation in grade-tampering at the University began on September 17, 2007, with the University Police Department and extended at the request of the President to the U.S. Attorney’s Office. PeopleSoft has the ability to track all grade changes. President Ammons has a zero-tolerance for criminal activity and informed the Trustees that he would keep them apprised of the investigation as it continues;
6. William “Bill” Hayes has entered into a three-year contract as Athletic Director for Florida A & M;
7. Seventy-three (73) pharmacy graduates passed the licensure examination at a 100% passing rate between May and August of 2007, which exceeded national
and state passing rates. President Ammons congratulated Dean Henry Lewis, the College of Pharmacy and Pharmaceutical Sciences faculty and students;

8. The School of Social Work has received an eight-year accreditation for its bachelor degree and master’s degree programs. He congratulated Interim Dean Ralph Turner and departmental chair, Dr. Brenda Jarmon;

9. The payroll module has been completed and as of January 1, 2008, FAMU will process its own payroll;

10. Last year’s 13 audit issues had been reduced to seven (7) this year and that the remaining issues had been corrected;

11. $3.5 million dollars had been awarded in scholarships to students all across the nation and that national merit scholars were the target;

12. A monument in honor of the late Dr. Leonard W. Johnson, former National Alumni President, had been erected on the west side of Jones Hall during homecoming festivities;

13. Filmmaker William Packer, an engineering graduate of the University and co-founder of Rainforest Productions, keynoted homecoming convocation and will release the movie *This Christmas* during the holidays;

14. Tallahassee Transportation (StarMetro) now has buses with the FAMU logo emblazoned on the sides, promoting the University throughout the community;

15. The University is working to fill vacancies in the Police Department and to replace security lights across campus, as well as locating security cameras in strategic places;

16. Florida A & M University has been selected as the Tom Joyner Foundation “School of the Month” and that donations and contributions will be solicited from alumni and other sources through his show;

17. The deadline for the President’s Toy Drive is rapidly approaching; and

18. Fall Commencement will occur on December 16; Nikki Giovanni is the keynote speaker.

President Ammons concluded his report by presenting holiday gifts to the Trustees.

Chairman Jennings recognized the appropriate committee chairs for the reports from the respective committees.

**BUDGET AND FINANCE COMMITTEE**

Trustee Robert Brown, the committee chair, provided the Budget and Finance Report. The Report included three (3) action items. He presented information regarding a request to approve the five-day Winter Break between December 24 and 25 through December 31, 2007, and December 31, 2007.

**Trustee Brown moved approval of the Winter Break and Trustee Parks seconded the motion. The motion was approved unanimously.**
Trustee Brown presented the 2007-2008 Budget Amendments, which included budget reductions to meet the state revenue shortfall; 5% tuition increase; 2006-2007 carry forward; increase in budget authority for Athletics; and decrease in revenue calculation for the FAMU Developmental Research School (DRS). The trustees discussed the impact of the tuition increases on the student recruitment. Several comments were made regarding the need to support the FAMU DRS.

**Trustee Brown moved approval of the budget amendments, seconded by Trustee Duncan, the motion was approved unanimously.**

The committee heard from Attorney David Self who presented a resolution pertaining to the lease modification of seven (7) lots north of campus. The lots are a part of the construction of the Pharmacy Building and have no financial impact for FAMU. The committee discussed the background for this lease changes.

**Trustee Brown moved approval of the resolution to modify the lease for seven (7) lots and Trustee Badger seconded the motion. The motion was approved unanimously.**

Several informational items were reported to the committee. President Ammons provided an update on the 2006-2007 Financial Audit. An exit conference was conducted on November 29, 2007, and he noted that the results of the preliminary and tentative audit findings were submitted to SACS. Vice President Hardee discussed the University’s responses to each of the findings.

The committee heard a presentation from Interim Vice President Robert Seniors, Chief Information Officer, provided an update of Enterprise Institutional Technology (EIT) and he stated that 2 of the 3 prior year findings had been corrected and the remaining one (1) had been partially corrected. Also he stated that the University is ahead of schedule for the PeopleSoft upgrade of the Human Resources/Payroll. This implementation is scheduled to “go-live” in January, and that approximately 85% of the time and labor representatives have been trained and tested.

The committee participated in a discussion with Vice President Hardee regarding the allocation of the five (5%) percent tuition increase. Thirty-three percent (33%) of the generated revenue will be used for need-based financial aid and the remaining amount will be used for salary increases especially where there is an equity issue. Also she stated that there is a potential budget cut in the Spring for FY 2008-2009. Per the state forecasts, the general revenue collections may be short by an additional $1 billion in this fiscal year.

Committee members heard from Interim Vice President Hardee stated that the BOG Task Force has hired a firm to verify and validate FAMU’s corrective action plan and other activities as directed by the Task Force. She presented the contract that the BOG executed with Accretive Solutions. Mr. Derry Harper, BOG Inspector General, stated that the firm would not duplicate the work completed by the FAMU staff, but would work with the staff...
and Trustees to assist in developing the scope of work for the consulting firm. The BOG Task Force is expected to present a report to the legislature on March 1, 2008.

Trustee Dent commended Interim Vice Presidents Hardee and Seniors and their respective staff members for the detailed workshop that was conducted on Tuesday.

AUDIT COMMITTEE
Trustee Karl White provided the report of the Audit Committee. The committee heard from Vice President O’Duoer who stated that the National Collegiate Athletics Association (NCAA) regulations require employees in the athletics department and other individuals directly associated with activities therein to sign compliance statements. By signing the statements, employees certify and affirm that they are familiar with the rules, policies, laws and regulations of the University, the NCAA, and the Mid-Eastern Athletic Conference (MEAC) in which the University participates.

Trustee White moved approval of the compliance statements for athletic department employees and for non-athletics department employees. Trustee Badger seconded the motion and the motion was approved unanimously.

Other informational items from the Audit Committee included:
- A discussion with President Ammons regarding the financial audit for the fiscal year ending on June 30, 2007, as well as the exit conference held on November 29, and the preliminary report issued on November 30. The preliminary report was forwarded to SACS. President Ammons stated that the Auditor General noted that FAMU’s submission appeared to be a fair presentation of the financial statements which results in an unqualified opinion. Trustee White and the members of the committee congratulated the President and the staff for this excellent work.
- A summary of seven (7) audit findings and stated that the findings are generally related to internal controls and one involves Information Technology; however, they do not impact the fair presentation of the financial statements. Vice President Seniors presented an update on the one (1) audit item related to information technology and stated that they are working with a security consultant to address the issue.

Trustee White expressed his sincere appreciation to three groups—the Division of Financial and Administrative Services, the Division of Information Technology, and the Division of Audit and Compliance. He noted that it is extremely difficult to reconcile the books after the fact. Trustee White encouraged his colleagues not to underestimate the amount of work that began on July 1, 2007, especially regarding the $400 millions worth of transactions in the University’s operating budget. He implored “people to appreciate the complexity of this task.”
• The committee heard a brief update on the corrective action plan for the operational audit findings for the fiscal year ended June 30, 2006. The Division of Audit and Compliance is currently conducting reviews, verification and validations for the same. There was discussion of the critical areas involving cash, property and internal control issues.

• The committee heard a report from Vice President O’Duor regarding the submission of the annual compliance report to the National Science Foundation (NSF) on September 30, 2007. The NSF requested additional information including an update on the implementation of the PeopleSoft payroll module and a clarification of Time and Effort reporting for individuals working on sponsored research programs. That information was submitted on November 20, 2007.

• Vice President O’Duor informed the committee of the vacancies and searches for internal auditing positions within his division. He hopes to be fully staffed by January 2008.

• Mr. Derry Harper, Inspector General and Director of Compliance in the Office of the Chancellor, attended the committee meeting and responded to questions by Trustees.

Trustee White noted that during the budget workshop the committee had time to ask questions regarding the Audit and the Budget areas. He appreciated the staff for taking the time to respond to these questions.

ACADEMIC AFFAIRS COMMITTEE

Trustee Duncan presented the Academic Affairs Committee Report. There were five (5) action items. Interim Provost Barnes recommended that the committee approve tenure for Dr. Johnston Osagie, who applied for tenure during the 2006-2007 academic year. Dr. Osagie was recommended for tenure by the University-wide Tenure and Promotion Committee, but was not recommended by the former Provost and Vice President. Dr. Osagie filed a grievance pursuant to the FAMU/UFF Collective Bargaining Agreement. A review determined that Dr. Osagie met the School of Business and Industry’s requirements for tenure. President Ammons and Interim Provost Barnes concurred in this recommendation.

Trustee Duncan moved approval and was seconded by Trustee Parks. The motion was approved unanimously.

Interim Provost Barnes presented information to bestow an honorary doctorate degree upon Professor Nikki Giovanni, a Distinguished Professor of English at Virginia Polytechnic Institute and State University. Ms. Giovanni will serve as the speaker for Fall Commencement. Recommendations from the University Faculty Senate President Ammons and Interim Provost and Vice President for Academic Affairs Barbara Barnes and the BOT Academic Affairs Committee, all support this action.
Trustee Duncan moved approval to bestow an honorary degree upon Nikki Giovanni. Trustee Parks seconded the motion and it was approved unanimously.

Interim Provost Barnes provided information to the committee regarding the amendment of BOT Policy 2005-21 "Leave of Absence Without Pay" for more than three months. The Policy is amended to include a recommendation from the Provost. Previously, only recommendations from department chairs, deans or the President were necessary.

Trustee Duncan moved approval and was seconded by Trustee Gillum. The motion was approved unanimously.

The committee heard a progress report from Interim Provost Barnes on the Developmental Research School and gave a status report regarding the response from the National League for Nursing Commission, which determined that the University School of Nursing is in compliance with accreditation standards.

President Ammons presented information regarding the appointment of the Athletics Director and sought Board approval to enter into a multi-year contract with Walter Hayes.

Trustee Duncan moved approval and was seconded by Trustee Parks. The motion was approved unanimously.

The Committee heard from President Ammons regarding the appointment of the Athletic Director, William “Bill” Hayes. After providing background information regarding the appointee accomplishments in athletics as a coach and an administrator, President Ammons asked the committee to recommend approval of a multi-year contract for three (3) years for Mr. Hayes.

Trustee Duncan moved approval of the committee’s recommendation for a three (3) year contract for Athletic Director William “Bill” Hayes. The motion was seconded by Trustee Parks and it was approved unanimously.

DIRECT SUPPORT ORGANIZATIONS (DSO) COMMITTEE

Trustee Brown presented the Direct Support Organizations (DSO) Committee. There were three (3) action items, one (1) information item. Interim Vice President Ronald Joe announced that all DSOs have been audited.

Each DSO presented their respective audit report. The FAMU National Alumni Association (NAA) was represented by Dr. Alvin Bryant, NAA President, and Mr. Lenard Franklin, NAA Treasurer. Dr. Bryant reported that the NAA received an unqualified opinion for the year ending June 30, 2007, with total net assets of over $1.39 million. There was one (1) finding
that involved account reconciliations. The NAA concurred with the finding and will reconcile accounts on a regular basis.

Trustee Brown moved acceptance of the NAA audit and the motion was seconded by Trustee Cardenas. The motion was approved.

The FAMU Boosters, Inc. was represented by Mr. Mickey Clayton, Executive Director of the Boosters. Mr. Clayton presented the audit report. As of June 30, 2007, the Boosters have $202,284 in assets. There was one concern cited concerning inventory control noted in the unqualified opinion. The Boosters Office responded by implementing Quicken Books POS system and an annual inventory count.

Trustee Brown moved acceptance of the FAMU Booster audit and the motion was seconded by Trustee Parks. The motion was approved unanimously.

FAMU Foundation, Inc. was represented by Interim Vice President and Executive Director of the Foundation, Ronald Joe. Interim Vice President Joe presented the FAMU Foundation Annual Audit and Supplemental License Plate Report. Both audit reports received an unqualified opinion for the year ending June 30, 2007, with total net assets of approximately $120.5 million and $500,000 respectively. The audit noted two (2) findings involving pledges past due ($711,000) and the lack of segregation of duties. The Foundation has responded by increased monitoring of pledge receivables and by hiring additional staff to differentiate the duties.

Trustee Brown moved acceptance of the Foundation audit and the motion was seconded by Trustee Badger. The motion was approved unanimously.

As an informational item, Interim Vice President Joe provided an update on the Tom Joyner Foundation “School of the Month” campaign, which will occur throughout January 2008. All segments of the University and many supporters have been engaged in raising funds to meet the University’s goal of $1.5 million, which would be the highest amount ever raised by a Tom Joyner Foundation School. Several activities surrounding the event were presented to the committee.

FACILITIES COMMITTEE
Trustee McWilliams stated that the Facilities Committee Report included four (4) information items listed below:

1. Update on Tucker Hall Renovation
   Tucker Hall houses the College of Arts & Sciences and the Graduate School. It was built in 1956 and had minor renovations in 1977. To date, $14.5 million dollars have been appropriated for the project. The University is the process of selecting an Architect/Engineering firm and a construction firm; the selection process should be completed by the end of January, 2008.

Deleted: ✗
2. **Update on Gore Educational Complex Renovation**
Gore Educational Complex houses the College of Education and the School of General Studies. It was built in 1968 and had minor renovations in 1988. To date $8.3 million dollars have been appropriated for the project. The University is in the process of selecting an Architect/Engineering firm and a construction firm by the end of January, 2008.

3. **Update on Minor Projects**
Minor Projects is defined as construction costs less than $1 million. This year $2.5 million are available for the same. The University will place emphasis on safety, security and critical repairs. The University is in the process of hiring a civil engineering firm and an environmental engineering firm to assist with the design and construction of minor projects.

4. **Cost Escalation of Construction Projects and Change Orders**
Trustee McWilliams cautioned the other trustees and staff to be mindful of the escalation of construction costs and the use of Change Orders.

Additionally, Mr. Joseph Bakker provided a list of State properties under the control of FAMU as of December 3, 2007:

1. Site 1—Main Campus (419 acres)
2. Site 2—Innovation Park (a joint ownership between FAMU/FSU College of Engineering)
3. Site 3—Gadsden County (USDA Cooperative Teleconference Center of Quincy)
4. Site 4—Mulrennan Laboratory (Panama City, FL)
5. Site 5—Center for Viticulture and Small Fruit Research (45 acres on Mahan Drive)
6. Site 6—Challenger Learning Center of Tallahassee (Kleman Plaza—K-12 outreach program for FAMU/FSU College of Engineering)
7. Site 7—Law School (Orlando, FL)

Leased facilities for off-site locations for Pharmacy (Jacksonville, Tampa and Miami) are handled through FAMU’s Purchasing Department.

**TRUSTEE-STUDENT RELATIONS COMMITTEE**
Trustee Parks and Trustee Gillum presented the Trustee-Student Relations Committee Report. Of note, SGA President and Trustee Gillum stated that Homecoming was a success and that the University profited $35,000 from the Homecoming Concert. Proceeds will be used for a benefit concert in the spring and for seed money for next year. Also Trustee Gillum announced the following:
1. SGA raised over $4,000 for breast cancer;
2. Approximately $6,000 has been raised for the “I Believe in FAMU” Campaign;
3. A Safety Committee has been established to work with the campus-wide Safety Team;
4. Students are requesting extended hours of operation for the Recreation Center and seek assistance from the administration in this endeavor;
5. Students are requesting extended hours of operation for the College of Law Library and seek assistance from the administration in this endeavor.

The Committee heard from Dr. Keith Jackson, Vice President for Sponsored Research, who provided an update on the NCAA re-certification. The Visiting Team reviewed the University’s self-study on October 8-10, 2007. The Title IX issues have been approved by President Ammons.

Ms. Tanya Tatum, Director of Student Services, presented information to the committee regarding the College Health Alliance, an organization of directors of student health services programs from across the state university system. The Alliance has recommended changes to current meningitis requirements for students attending Florida colleges and universities. After discussion and consultation with the Centers for Disease Control and Prevention and the Florida Department for Health made the recommendation that all students choosing not to be vaccinated must sign a statement that they have been made aware of the potential fatal nature of meningitis and choose not to be vaccinated. The recommendation was forwarded to the Student Affairs Committee of the BOG on November 27, 2007. If enacted, it will affect FAMU as follows:
   1. increased staffing in Student Health Services.
   2. minor changes to the PeopleSoft module for compliance documentation (FAMU is already working with EIT to improve immunization documentation and tracking).

Upon conclusion of committee reports, Chairman Jennings reminded Trustees of the SACS Annual Meeting in New Orleans on December 8-11, 2007, and the BOG meeting on FAMU’s campus in January, 2008.

Chairman Jennings asked if there was another listed for public comment. Although one person signed up for comment, the person did not appear at the meeting.

Trustee Branker inquired about the 2008 schedule for BOT meetings. Mrs. Fuse-Hall stated that the schedule had been sent earlier in the year; however, she would send another one to the members of the board.

Chairman Jennings recognized each trustee for comments:

Trustee Brown commented that the hiring of William Hayes was a great addition to FAMU.
Trustee Parks observed that there is a serious need for fundraising at the University. President Ammons stated that he is working with the Trustees to get a plan together.

Trustees Dent recommended a pro-active, aggressive public relations plan for the SOTM fund-raiser.

Trustee White stated that the key issue in athletics is more financial funding; no donation is too small.

Trustee Cardenas stated that he was pleased with the progress of the committees and complimented the camaraderie among his fellow Trustees.

Trustee Brown expressed pleasure over the work of President Ammons and his team.

Trustee Branker thanked President Ammons for his hard work.

Chairman Jennings concluded by stating that 2007 was a difficult year for the University; but, he noted that things had turned around after July 2. He has observed a new attitude across the board, thanks to President Ammons and the entire Leadership Team.

President Ammons received a standing ovation.

The meeting adjourned at 11:45 a.m.

Respectfully submitted,

Rosalind Fuse-Hall (electronic signature)

Rosalind Fuse-Hall
Board Liaison