

FLORIDA **A&M** UNIVERSITY
Board of Trustees

Meeting Minutes
April 28, 2020

CALL TO ORDER AND WELCOME

Kelvin Lawson, Chair

Chair Lawson called the meeting to order. Linda Barge-Miles called the roll and a quorum was established. The following trustees were present: Cavazos, Dortch, Harper, Lawrence, Lawson, Moore, Moricette, Perry, Reed, Washington and Woody.

2020-2021 Accountability Plan

The first item on the agenda was consideration of the 2020-2021 Accountability Plan. Chair Lawson indicated that Provost Edington and VP Barrington had met with each trustee to address any questions or concerns. Provost Edington relayed that the Board of Governors will just focus on approving the prior year's data around the performance funding metrics, the key performance indicators and enrollment planning at their June 2020 meeting. That will enable them to approve the performance allocations and very specifically they are not going to look at the goals, the narrative sections, and the academic coordination component. The BOG will come back to the Universities with plans on how they will address those components moving forward. Highlights from the plan were shared. VP Barrington shared that the 73 points earned this year is the highest ever for the University. Provost Edington indicated that the University should get some indication regarding its allotment from performance funding in May 2020. Trustee Washington suggested the Board set-up monthly calls to be brought up-to-date on KPI's for the programs that require licensure. Chair Lawson agreed with her suggestion. Trustee Moore moved approval of the plan. The motion was seconded by Trustee Perry and the motion carried.

Revised Presidential Evaluation Form

Chair Lawson recognized Dr. Melanie Wicinski for an update on the evaluation form that will be used by the Board to assess President Robinson. Dr. Wicinski shared that since the last Board meeting she had met with each trustee to garner additional input for the evaluation form. She then reviewed the evaluation cross-walk, which highlighted changes to the evaluation. Trustee Moricette moved approval of the evaluation. The motion was seconded by Trustee Moore and the motion carried.

Amended Contract

Next, Chair Lawson asked VP/General Counsel Denise Wallace to present the proposed amendment to Section 5.2 of President Robinson's employment contract. This revision would revise his self-evaluation due date to after the receipt of critical annual goal data that is not available until June 30th of each year. She shared that the proposed revisions included changing the self-evaluation to July 15th, with the Board commencing its evaluation of President Robinson on July 16th of each year. VP Wallace indicated that the document had two minor typos. She said that the word "and" is omitted after the two "Whereas" clauses, before the "Now Therefore" clause. Upon approval of the document, she indicated she would make those noted corrections.

Trustee Reed asked if President Robinson agreed with the changes to the contract. President Robinson confirmed that he agreed with the changes. Trustee Dortch moved approval of the amendment to President Robinson's contract. The motion was seconded by Trustee Reed and the motion carried.

Revised Foundation

The final action item was approval of the revised FAMU Foundation Board budget. Chair Lawson recognized VP Friday-Stroud for the presentation. She stated that the Foundation Budget was revised by 338K to meet a University request. She noted that the Foundation Board had approved the budget revision. Trustee Dortch moved approval of the budget. The motion was seconded by Trustee Moricette and the motion carried.

COVID-19 Update

President Robinson updated the Board on the University's efforts to address COVID-19. He indicated that since they last met, the University partnered with Bond Health Clinic and the Florida Department of Health, and several others entities to establish a COVID-19 walk-up testing site on campus. This site does not require a doctor's referral and has nearly met its goal of testing 200 individuals per day.

He also shared that he established a task force led by Rica Calhoun, to look at how the University might operate in the future. Also, an internal management team has recommended that the University maintain its current mode of operations at least through May 15, 2020.

The University has received \$6.5M from CARES Act funds. Dr. Hudson will present the University's model for distributing those funds to FAMU students to support their needs.

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The University has also submitted a proposal for another \$6.5M which will be used to address some of the operational expenses that occurred due to COVID-19.

Trustee Lawrence asked when a decision will be made regarding when the University might reopen. President Robinson shared that he is grappling with that; however, he and other State University System presidents meet with the Chancellor weekly to discuss implications of COVID-19 and how things might look in the Fall. President Robinson indicated that the University will likely not return to “what had been normal operations” up to this point. No concrete decision has been made, but the task force will look at what needs to be done and how it will be done, to get ready for whatever form of instruction and operation the University will have for the Fall semester.

President Robinson said that he expected to have the recommendations from the task force within the next 10 day. He stated that most Universities are looking at making decisions regarding its operations for Fall by mid-July.

President Robinson also shared that the University held COVID-19 town hall meetings with students, faculty, alumni and staff.

Construction Projects

Chair Lawson recognized VP/CFO Alan Robertson to bring an update on the University’s construction projects. VP Robertson provided the following information.

- Center for Access and Student Services - Project completion delayed until September 30th due to social distancing and receipt of lighting
- 700 Bed Residence Hall – Projected on-time completion
- Central Energy Plant – Delayed due to weather
- Dining Hub – Delayed due to weather (late October)
- Amphitheater – 98% completed

Potential COVID-19 Impacts

Chair Lawson asked VP Robertson and VP Hudson to share potential impacts of COVID-19 on the University.

VP Robertson indicated that a 5% reduction in enrollment during the summer semester would impact the University in tuition and fee declines of approximately \$464,000. A 10% reduction over the summer would be \$1.6M. The loss for auxiliaries in both scenerios would amount to \$11.3M.

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Budget implications for the Fall semester with a 5% reduction in enrollment would be \$3.38M and a 10% reduction would equal approximately \$6.76M. The loss for auxiliaries with a 5% reduction would be \$5.59M and a 10% reduction would be \$11.19M.

Next, Dr. William Hudson reported that \$6.5M in CARES Act funds had been allocated to provide aid to students for expenses related to COVID-19. Those funds will be available to all students enrolled in an eligible degree-seeking program and are not considered toward expected family contributions or federal financial aid. Students must have a valid 2019-2020 FASFA, and be an undergraduate, graduate or professional student. Students on SAP, DACA or international student are not included.

VP Hudson shared the following admissions and enrollment data:

<u>Admissions</u>		<u>Enrollment</u>	
Summer	Fall	Summer	Fall
711	1984	2227	2244

VP Hudson indicated that when a determination is made by the Board of Governors regarding students' inability to take the ACT and SAT test due to the COVID-19 outbreak, FAMU will make that information public. He stated that the University has developed a virtual recruitment action plan and timeline, which includes a virtual Preview and usage of BlackBoard Connect.

Trustee Moricette introduced the incoming Student Government Association President Xavier McClinton. Mr. McClinton addressed the Board and expressed his excitement about his new role. Chair Lawson welcomed Mr. McClinton to the Board and thanked Trustee Moricette for his work and dedication to the University.

President Robinson informed the Board that the University is working on an assessment tool to gather feedback from students, faculty and staff, regarding the University's handling of matters associated with COVID-19 during the spring semester. He stated that Provost Edington is also working on a standard that must be met for the delivery and substance of online classes.

ADJOURNMENT:

There being no further business for the Board, the meeting adjourned.