

**Florida A&M University  
Board of Trustees Meeting**

**April 5, 2005**

**Minutes  
Summary**

**Trustees Present:** Regina Benjamin; Barney Bishop; Al Cardenas; Mary Diallo; Pamela Duncan; David Griffin; R.B. Holmes, Jr.; Leerie Jenkins; Challis Lowe, Chair; and Virgil Miller

**Trustees Absent:** George Allen and William Jennings

The Board Meeting was called to order at 8:20 a.m. by Trustee Chair Challis Lowe. A quorum was determined to be in attendance. The Agenda was amended by a unanimous vote with the inclusion of the following items: a) policy for contracts; b) Enterprise Resource Planning (ERP); c) Housing, and d) United Faculty of Florida (UFF) by Dr. William Tucker.

The Chair called for adoption of the December 14, 2004 Minutes and in summary noted that the vote for agricultural policy did not pass approval by the Board. The February 24, 2005 Board Teleconference Minutes were corrected: a) the nomination of Trustee Challis Lowe to become Board Chair was seconded by Trustee Duncan, not Trustee Diallo; b) the KPMG Report by Mr. Paul Stepsusin was accepted and approved by Trustees, not just accepted.+

Trustee Chair Lowe thanked committee chairs for accepting leadership of the various committees. She asked that committees hold meetings for in-depth discussion between regular Board Meetings and that they bring necessary recommendations to the Board for a full vote. President Bryant will assign staff to each Board Member as deemed necessary and appropriate.

Trustee Chair Lowe read Resolutions of Tribute for Outstanding Service to retiring Board Chair James Corbin and Trustee Randy Hanna. They received a standing ovation. The President's Report followed.

President Castell V. Bryant congratulated and presented to the Board three championship student groups: the Volleyball Team, the Track Team and the Honda Campus All-Star Challenge Academic Team. Next, President Bryant introduced new staff to the Board:

Mr. Howard Murphy, Special Assistant for Information Technology  
Dr. Janie Greenleaf, Director of Human Resources  
Mr. James McMillan, Special Assistant for Student Financial Services  
Mr. Herbert Bailey, Director of University Budgets  
Mrs. Jacquelynne Maxey, Legislative Liaison

**Several other announcements were made by the President:**

- 1) Mr. Paul Stepusin, KPMG Coordinator, will remain under University Contract until June 30, 2005.
- 2) Of the 12,000 students enrolled at the University, only 8,000 are paid in full and 4,000 are delinquent.
- 3) The English Education Program has been approved by the State Department of Education, retroactive from July 1, 2004; other programs under review should be approved by the end of the month.
- 4) The President's Efficiency and Effectiveness for Management Review should be completed by July 1, 2005.

**The following Action Agenda Items were approved by the Board:**

- ❖ Mr. Paul Stepusin of KPMG discussed the Fourth Quarter Financial Review Process and addressed several aspects of the same including the Purchasing Moratorium and the Payroll Audit;
- ❖ The Fiscal Corrective Action Report, which addressed the Auditor General's 16 Findings in Report Numbers 2004-175 and 2005-032. The Report was approved by a unanimous vote;
- ❖ Responses to the Auditor General's Findings of selected Federal Financial Aid Programs and other selected programs. The Report was approved by a unanimous vote.
- ❖ The establishment of necessary controls and standards to govern the Electronic Transfer of Funds. The Report was approved by a unanimous vote.
- ❖ Policy for Submission of Quarterly Financial Reports. The Report was approved by a unanimous vote.
- ❖ Policy on the Preparation and Submission of the University's Annual Operational Budget. The Report was approved by a unanimous vote.

- ❖ A Nepotism Policy which governs the employment and supervision of related personnel was approved unanimously by the Board.
- ❖ The Continuation of Engineering Services for Phase II of the Campus Upgrade/Technology Infrastructure Design was approved unanimously by the Board.
- ❖ An increase of \$100,000 to the President's Budget was requested. for support and a request for the same from the Foundation Board. The request will defray expenses for two publications and amenities for University guests. The proposal was approved unanimously by the Board.

The ERP System, which is in the analysis stage, was shared and periodic updates will be presented to the Board of Trustees.

President Bryant announced that a national search for a Vice President for Budget and Fiscal Affairs and a Comptroller are underway. Further, plans are also underway for a "new structure" for Student Financial Services, including scholarships and a system for disbursement in place by April 4, 2005.

After much discussion concerning the President's rejection of the five CPAs offered to the University by the Legislature, the Board voted to allow time for the current corrective plan to work. Trustee Bishop dissented.

**The following Resolutions were approved:**

- ❖ Resolution No. 03-05 grants the Chair of the Board and the President the authority to sign checks.
- ❖ Resolution No. 04-05 authorizes an Agreement between the University and KPMG LLP for the provision of certain financial and fiscal services to the University.
- ❖ Resolution No. 02-05 as the Second Amendment to the Campus Development Agreement between the University and the City of Tallahassee with modification and revision in keeping with the Master Plan.

- ❖ Resolution No. 05-05 ratifies and approves payment to Huron Consulting Group LLC for services provided to the University's ERP system.
- ❖ Resolution No. 06-05 ratifies and approves payment to Moore Integrated Solutions, Inc., for services provided to the University's ERP system.
- ❖ Resolution No. 07-05 ratifies and approves payment to MGT of America for services provided to the University's ERP system.
- ❖ Resolution No. 08-05 ratifies and approves payments to Revolution Technologies LLC for services provided to the University's ERP system.
- ❖ Resolution No. 09-05 on the Joint Resolution to Amend Class Size pending before the Florida Legislature. Trustee Diallo dissented.
- ❖ Resolution No. 01-05 provides an agreement with the Florida Department of Management Services to provide parking spaces for the College of Law.

There is currently no policy in place for awarding honorary degrees. The Board, President and Faculty Senate will work toward setting policy and criteria for the same.

After a brief discussion in response to Trustee Branker's request to discuss on-campus housing, it was agreed that the housing item would be moved to the agenda of the next Board of Trustees meeting.

Special presentations were made for the ratification of the selection process for the architect and construction manager for the Developmental Research School (DRS) and the Multipurpose Center and Teaching Gymnasium. The Board approved unanimously the proposal from Rhodes/Brito Architects and Ajax Construction for the Developmental Research School and stipulated inclusion of President Bryant's concerns, which are: a) utilization of the beauty of the site; b) awareness of the noise factor surrounding the area; c) awareness of security, and d) an awareness of the relationship of surrounding, existing structures.

Presentations by Williams, Rosser and Akin (WRG) and Turner Construction Company were made for the Multipurpose Center and Teaching Gymnasium. However, before a decision can be reached, additional information regarding Capital Outlay decisions will be re-visited by the Board.

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A discussion on a Visionary session for the Board of Trustees was held. Trustee Branker will provide leadership in selecting a facilitator.

President Bryant stated that the schedule for Board Meetings is incomplete, but asked that the Board meet in June instead of May in order that the Board may receive the end of the year budget report.

Information Items in Board Packets included a Federal Legislative Update and a State Legislative Update. With regards to the State appropriations and University payment of external lobbyists, much discussion ensued. Trustee Bishop requested that President Bryant provide data on State appropriations for the last 3 or 4 years to check for disparities between lobbying by a University employee and paid lobbyists. President Bryant agreed to submit the information to the Board as soon as possible.

Trustee Chair Lowe noted that this is the last Board meeting that Trustee Miller will attend as President of the Student Government Association. She and the Board thanked him for his outstanding service and commitment.

Dr. William Tucker, on behalf of the United Faculty of Florida (UFF) sought the Board's resolution on problems surrounding the Magnet Laboratory and the Florida A&M/Florida State Agreement. President Bryant will investigate and bring closure to the same.

The meeting adjourned at 2:20 p.m.