

# NOTES

## BOARD OF TRUSTEES RETREAT

June 6-7, 2012

### BUDGET WORKSHOP

- Presentation of the Budget workshop by Vice President Teresa Hardee
- **Turnbull:** Can we see the income for each category of students?
- **White:** In the future can we break out the credit hours taken/credit hours budgeted as a separate line item for determining the reduction.
- **Shannon:** Have organizational charts, and job descriptions provided to the board members
- **McWilliams:** What are the qualifications for these types of people? My concern is about salaries and not about the positions.
- **Persaud:** Faculty members feel that when something is wrong, we just add more layers of bureaucracy.
- **Lawson:** How do the budget requests tie to the strategies? Need to understand that in totality.
- **Montgomery:** I'd be interested to know for every request made, how do you ask for the divisions if they did not have the money? What would you do if you had your budget reduced by this amount?
- **Alston:** When hazing is no longer the issue, then what will this position do? If you have a dean of students why not reclassify the position? What will the compliance officer do, and who regulates the other clubs and organizations and those positions that are already in place? Can we see the organizational interface? Have we considered other ways to get the same result?
- **Alston:** What is the message around the hazing issue? Do we have a consistent message, he doesn't see it.
- **Jennings:** When you create that position, then others may feel as those others in the University are released from their responsibilities.
- **Shannon:** Who makes the final decisions on the budget with the final recommendations on these requests?
- **Montgomery:** If you ask for increases, then you have to justify why these requests are important.
- **Turnbull:** I would caution the board about getting over into micro-managing but our role is about policy-making.
- **Persaud:** How was the ratio of faculty to students determined? I don't think it is correct. Over the years, we have made requests for instructional requests.
- **Lawson:** Need greater understanding of how these items bubble up for our consideration.
- **Alston:** Need to add thirty minutes, we need
- **Montgomery:** What is the appropriate time to discuss this issue? The budget process is to ensure that we all understand what the process is.

- **White:** We need to keep the role of the board as a policy-making body. Don't need to have Draconian rules about the # of positions to hire. We need to cite goals and permit the CEO to operate as an administrator.
- **Montgomery:** Who is responsible for fixing the website and updates? There is an incomplete list of BOTs. ANS: The President said that the CIO is responsible.
- **Badger:** We need to have information about
- **Persaud:** The Faculty members have an IT Council and no one is taking responsibility for this issue.
- **Montgomery:** I want next year that the BOT will get a line item budget before the workshop on budget.
- **White:** Have these requests been discussed with the President. ANS: Yes.
- **Alston:** Can we have a ??
- **Athletics:**
  - **The deficit question.**
  - 5-year plan
  - Benchmark of athletic budgets in other universities
  - Update on the mailers for season ticket holder
  - Importance of a quarterly report on athletics budget
  - Are we on track for the \$1.09m deficit?
  - How will the suspension of the band impact athletics?
  - Do you have the staff you need and please send that in writing to members of the board.

## AUDIT WORKSHOP

- **McWilliams:** Will you help us determine what constitutes “financial literacy” and how we review your work.
- **Jennings:** \$800,000 of the stimulus funds were misused, he would like a copy of the federal audit conducted by the State Auditor’s Office and we would like to have a copy of the response by President Ammons dated February 4, 2012. Please distribute information to the full board.
- **Montgomery:** Who is responsible and what controls have been put in place to prevent this from happening before.
- **Montgomery:** The BOT is responsible as a board pursuant to the BOG regulation 1.001.
- **Lawson:** Do you have the adequate resources to do the work outlined in the work plan. How do we work to bridge the gap with the BoG?
  - **ANS: We are building relationships with the Inspector General. The BOG will not be satisfied until this BOT is satisfied.**
  - **Lawson: I think we should proactively share with the Board of Governors**
- **White:** We have been in communication with the BOG and the staff and they are well-aware of the work that we are doing with Ernst and Young. The President, the Chair and I have been in conversation with them.

- **White:** I've asked that the SGA officers go thru a workshop with Vice Presidents Hardee and Givens. There was no thief; they were just doing things expeditiously; but, those were not in accordance with "best practices."
- **White:** The QA review should occur on a 5-year cycle, it did not occur; but it should have. The Audit Committee will ensure that these occur.
- **Shannon:** Are we satisfied with the review and the appropriate controls are in place and put that in writing. WHITE responded to that question.

## ANTI-HAZING WORKSHOP

- **Shannon:** The charge to the reconstituted AHC. Need to distribute to the full committee.
- **Ammons:** Brief remarks regarding the time and effort invested in this initiative.
- **Turnbull:** Change the language in the job description to clarify how the compliance officer reports to special assistant and the special assistant reports to the President, who has ultimate responsibility, for clarity
- **Turnbull:** Also the recruitment issue needs to be added as well as information about faculty. Please ensure that we have something about the buses that transport students to their activities.
- **Montgomery:** How do you handle people that are no longer students at the University that participate in hazing? How do we hold former students/groups that are not DSOs that participate in hazing.
- **Shannon:** Can we create a "Hazing Free Zone" for the campus and caution you against violation of freedom of association rights.
- **Montgomery:** On August 1, when the website launches it will have a solution that will work on reporting incidents of hazing. President Ammons said he believed the technology was available to have a "rapid response" to these reports.
- **Shannon:** I think there is a tremendous opportunity for us to leverage the FAMU brand using our J school students to do some things after National Anti-Hazing Week.
- **Lawson:** Need an all out out-reach effort that educates people to the importance of the absence of the band and the reasons for not bringing the band back this semester. Encourage the community to support the football team.
- **West:** There is confusion among the students about their performance in connection with their academic performances.

## GOAL SETTING WORKSHOP

- **Lawson/ Langston:** Would like to see how it is broken out for Education for each discipline.
- **McWilliams:** What was the enrollment for graduate students in 2010-11?
- **Langston/White, et als.:** Status of Endowed professorships and chairs in the Foundation and the need to get amounts up to support the chairs? Needs to be a priority and who will own this request.

- **McWilliams:** Percentage of students that are stopping out; is it financial; why out of state students leave? ANS: 4% of freshmen student note that it's financial, family issues, health related, University related . want to see percentages.
- **Langston:** The goals of license plate sales.
- **Langston:** We lost money on this initiative. ANS: We did not the tuition collected sustained the program.
- **Langston:** Concerned about the numbers and the lack of meeting the goals. We asked the questions.
- **Turnbull:** Creation of the virtual university and what are the discussions. ANS: Discussions are underway and Mrs. Ftiz is our representative; however, those discussions are underway. Keep the board informed of how that is going.
- **Badger:** Where are we on the contract for a new marketing firm for DE? ANS: We will meet with a group next week and a short term contract.
- **Langston:** What will be the framework for developing the goals?
- **Turnbull:** Let the appropriate committees review and report back to the full board.
- **Lawson:** Suggest that we go thru these today and then get firmed by the staff by July 1.
- **Alston:** Have a called meeting of the board for determining a single document.
- **ALSTON/Langston:** Add the cohort numbers per program to the goals
- **White:** the goal was 275 and provide how this broke out and how
- **Lawson:** AA committee should provide an accreditation audits and bring to the committee and board to review and be inform the board.
- **Langston:** What is the number of endowed chairs that that are fully funded to permit us to offer. Need to review and inform the board about it.
- **Turnbull:** What is the minimum \$ for endowed chairs. Take a broader look of how we stand on this. Inform about the match. Look at the donor agreement.
- **Persaud:** Do we need a goal for the Restructuring Plan?
- **Jennings:** Need to provide an update on the Restructuring Plan for the next BOT meeting.
- **Langston:** What is the proposal that expires next year?
- **White:** Shouldn't we have an incremental increase philosophy?
- **Langston:** Add the profile admits to the FTIC goal #10 and don't let that information dictate...
- **Alston:** Look at other data points besides surveys.
- **McWilliams:** Will it include the websites?
- **Montgomery:** I want specifics and a checklist by a specific date. And we can present at each meeting and the action steps taken.
- **Persaud:** What about an instructional technology goal, such as the pictures of students and the enterprise services. Would like to see the improvements for faculty members re technology.
- **West:** I have spoken with iRattler card enhancements. Formulate a master checklist with timelines.
- **McWilliams:** Need permanent leadership with the CIO. What are we doing with that?
- **Persaud:** I need the timelines.
- **Alston:** Who does the CIO report to? ANS: To the CFO.

- **Alston:** I think that person should report to the President. Trustee McWilliams agreed.
- **Montgomery:** Permit the CIO to participate in the rebranding plan.
- **Lawson:** Would like to see a Rebranding plan drafted by July 1.
- **White:** That is not enough money (\$800,000) for a rebranding plan.
- **Montgomery:** Send him the BOT Follow-ups for the last year with the accompanying agendas.
- **Langston:** Need to review what the board approved and status update on where we are.
- **Langston/Lawson/Shannon:** Reconsider the reporting order of the communications directors and as well as look at the reporting relationship within the Foundation. ANS: (Haynes) The CFO of the Foundation will be the Director of the Foundation.
- **Montgomery:** Would like the percentage of donors to have a monetary ....

## WHAT SUCCESS LOOKS LIKE?

- Reorganization: Provost and Executive VP; solidify that the Provost is the 2<sup>nd</sup> in command and the coordinating VP for the University. VP for Research will become a part of the Division of AA
- COO still on the table. We will take a look at it and we left it in the budget. Still on the table. The priorities are the Spec Asst re Hazing and the Compliance Director
- What is the financial impact of that? Yes. Will speak with Dr. Robinson about the salary.
- **MONTGOMERY:** VP report to you, except one? Why, I'd like to see some consistency. JA: Will consider your comments.
- **WEST:** Need to see the new org chart
- **TURNBULL:** Can I see the new positions vs. continuing positions break down by administrative vs. teaching vs. staff.