

**Florida Agricultural and Mechanical University  
Board of Trustees**



**MEETING MINUTES  
June 6, 2019**

**CALL TO ORDER AND WELCOME**

*Kelvin Lawson, Chair*

Chair Lawson called the meeting to order. Chief of Staff Linda Barge-Miles called the roll and a quorum was established. The following trustees were present: Dortch, Grable, Lawrence, Lawson, Mills (phone), Moore, Moricette (phone), Perry, Reed, Washington (phone), and Woody. Trustee Carter indicated that he would not be able to participate in the meeting.

**CLOSED SESSION**

Chair Lawson recognized Vice President for Audit, Joseph Maleszewski to provide instructions regarding the closed session for Cyber Security. Vice President/General Counsel Dr. Denise Wallace provided instructions for the closed session for collective bargaining.

Chair Lawson announced the conclusion of the closed sessions and asked if there were any motions. Trustee David Lawrence moved that the University EIT implement the cyber security plan in accordance with all applicable regulations and policies. The motion was seconded by Trustee Moore and it was approved by a unanimous vote.

**PUBLIC COMMENTS**

The following individuals presented public comments:

Dr. Carolyn Collins  
Mrs. Hattie Alexander

**SPECIAL RECOGNITION**

Chair Kelvin Lawson recognized Trustee Bettye Grable for her years of service on the FAMU Board of Trustees. He then presented Trustee Grable with a marble obelisk to commemorate her service on the Board. Trustee Grable thanked the faculty for giving her the opportunity to serve as the Faculty Senate president and member of the FAMU Board of Trustees.

**PRESIDENT'S REPORT**

*Dr. Larry Robinson, President*

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Next, President Robinson presented an update on his 2018-19 goals and the 2019 performance funding metrics.

President Robinson indicated that two goals were met, three goals were not met and the remaining four goals are yet to be determined.

- Goal 1 – Increase FAMU’s overall score on the metrics evaluated under the Performance Based Funding Model of at least 70 points. This goal was met.
- Goal 2 – Increase the University’s four-year graduation rate from 21.8% to 25%. This goal was not met; however, the four-year graduation rate increased to 22.5.
- Goal 3 – Achieve first-time licensure pass rates that meet or exceed state/national benchmarks in Law ( $\geq 70\%$ ), Nursing ( $\geq 90\%$ ), Pharmacy ( $\geq 88\%$ ) and Physical Therapy ( $\geq 92\%$ ). This goal was not met; however, the programs are implementing strategies to meet the state and national average.
- Goal 4 – Increase annual giving by 25% and implement a plan to launch a capital campaign. This goal is undetermined. As of May 31, 2019, \$9.98M was raised, which is the university’s highest fundraising efforts to date and is an 11 percent increase over the past year. The University is in the assessment and preparation stages for launching a capital campaign.
- Goal 5 – Customer service initiative. The University is on track to meet this goal. Based on the initial assessment, key strategies have been implemented to improve services in the admissions, financial aid and registrar’s offices. On Friday, June 21, 2019, there will be a retreat regarding this initiative.
- Goal 6 – Increase total headcount enrollment by 4.67%. This goal was not met; however, the University will continue to focus on the recruitment of high-achieving students and increase the enrollment of AA transfers from Florida College System institutions.
- Goal 7 - Increase total R&D expenditures by 1%. This goal was met, with \$38.42M in research expenditures for 2018-19.
- Goal 8 - Reduce overall expenditures by 5% and continue to invest in the University’s key initiatives and strategic priorities, while increasing cash flow and liquidity (reserves). This goal is on track to be met. If spending continues as projected, the University will realize a 6.5% reduction in E&G operating

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expenditures. At the beginning of the fiscal year, the University implemented a \$7 million reduction in budget allocations to units. Of the \$7 million, \$3.5 million was allocated to support strategic priorities and key initiatives and \$3.5M was placed in reserves.

- Goal 9 - Strengthen the University's financial health by achieving or exceeding a minimum debt ratio of 1.0. President Robinson stated that the outcome of this metric will not be known until after the 2018-19 financial statements are completed in October. Based on this year's fiscal year estimate, the University will be at 3.47 percent, in comparison to negative .13 percent for the 2017-18.

Next, President Robinson provided an update regarding the performance based funding metrics. He stated that the University earned excellence points on 7 of the 10 metrics. The University also earned improvement points on three metrics, for a total of 70 points for 2019. He shared that the University will officially hear FAMU's share of the 2019-20 PBF funding allocation at the June 2019 Board of Governors meeting.

The Senior Leadership Team and the Deans to engaged in open discussions and dialogue on key issues facing the University during a retreat on May 21, 2019. The purpose of the retreat was to facilitate increased awareness and understanding of individual roles and responsibilities with respect to addressing institutional priorities. The areas discussed were: enrollment management; academic innovation and workforce demands; communications, marketing and branding; and budgeting and resource allocation. The next steps include the development and finalization of plans of action based on the discussions.

- Enrollment Management: **VP Hudson**
- Academic Innovation and Workforce Demands: **Provost Edington**
- Communication, Marketing and Branding: **Ms. Times**
- Budgeting and Resource Allocation: **Dr. Ford**

President Robinson welcomed two new members to the leadership team: Joseph Maleszewski, vice president for audit and Denise Wallace, vice president for legal affairs and general counsel.

President and Mrs. Robinson accompanied Governor DeSantis and Enterprise Florida on a trade mission to Israel. While there, he signed a Memorandum of Understanding with the University of Haifa.

President Robinson closed his report with a video highlighting events that occurred since the last Board meeting.

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**STANDING COMMITTEE REPORTS**

Chair Lawson recognized the Committee chairs to present their respective reports.

**Academic and Student Affairs**

*Trustee Kimberly Moore, Committee Member*

Trustee Moore shared that the Academic and Student Affairs Committee had four action items, which were included on the consent agenda.

- Leave without pay for Professor Valerie White for 2019-2020 academic year
- Fifteen (15) recommendations for tenure
- The revised 2019 Accountability Plan
- Set a maximum enrollment for profile assessors for Fall 2020, Fall 2021, and Fall 2020

In addition, the Committee heard five informational items.

**Special Committee on Athletics**

*Kelvin Lawson, Chair*

Chair Lawson reported that the Committee had a number of information items focused on the budget. There is a gap of \$313K and a plan to address the gap. He shared that he will make a presentation regarding the 12-year repayment plan at the next Florida Board of Governors meeting. There was also an update on athletics compliance and training activities.

**Audit and Compliance**

*Trustee Craig Reed, Chair*

Trustee Reed shared that the Audit and Compliance Committee met and approved the Annual Risk Assessment and 3-Year Audit Work Plan. He also stated that the audit and compliance functions will be separated into the Division of Audit and the FAMU Office of Compliance and Ethics.

The Committee then heard updates on audit reports, audit follow-up efforts; the current year's Audit Work Plan. Rica Calhoun provided an update regarding the activities of the Office of Compliance and Ethics and John Eason shared information regarding FAMU Athletics.

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**Budget, Finance and Facilities**

*Trustee Kimberly Moore, Chair*

Trustee Moore recognized Sameer Kapileshwari for his great work and congratulated him on his new position as Associate Vice Chancellor at the University of North Carolina Greensboro.

Next, Trustee Moore reported that the Budget, Finance, and Facilities Committee had three action items that will be brought to the full Board for action because the Committee did not have a quorum. Those items include:

Preliminary 2019-2020 University Budget  
Capital Improvement Plan (CIP)  
Amendment of Regulation 3.017

The Committee also heard five information items and three items for follow-up.

**Direct Support Organizations**

*Trustee Thomas Dortch, Chair*

Trustee Dortch reported that the DSO Committee accepted the FY 2019-2020 budgets for the FAMU Foundation, FAMU National Alumni Association, and FAMU Rattler Boosters. The appointment of the new student representative to the Foundation Board of Directors was recommended for approval.

The Committee then heard updates regarding the following:

- Fundraising Updates - total giving as of May 31, 2019, is at \$9.982M;  
New cash gifts total \$4.127M;  
Pledge collections are at \$5.38M;  
New pledges are at \$473,000;

**Governance**

*Trustee Belvin Perry, Committee Member*

Trustee Perry reported that the Governance Committee recommended approval of the PBA Collective Bargaining Agreement. The Committee also heard a presentation regarding the 2020/2021 Legislative Budget Request totaling \$15M for various initiatives. The University has a separate \$2.2M request for the Brooksville Agricultural and Environmental Research Station.

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**Strategic Planning and Performance Measures**

*Trustee Kimberly Moore, Committee Member*

Trustee Moore reported that the Strategic Planning and Performance Measures Committee heard an update on the University's actual performance on the 2019 PBF metrics. The Committee also heard updates on the strategic plan customer service initiative and the University's Website Initiative.

**CONSENT AGENDA**

Chair Lawson asked if there were any additions to the consent agenda or if anything needed to be removed from the agenda. He noted the removal of BFF1 – 3 from the consent agenda because the committee did not have a quorum when it met. Chair Lawson then reviewed the items on the consent agenda. Trustee Moore moved approval of the consent agenda. It was seconded by Trustee Dortch and the motion carried. The consent agenda included the following items:

**Board of Trustees (BT)**

BT1                      March 7, 2019 and April 17, 2019 Minutes

**Academic and Student Affairs Committee (ASA)**

ASA1                    LWOP Valerie White  
ASA2                    Tenure  
ASA3                    Profile Assessors  
ASA4                    Revisions to 2019/2020 University Accountability  
Plan

**Audit and Compliance Committee (AC)**

AC1                      Audit Risk Assessment and Work Plan

**Direct Support Organizations Committee (DSO)**

DSO1                    Approval of New DSO Board Member  
DSO2                    Acceptance of DSO Budgets for FY 2019-2020

**Governance Committee (G)**

G1                        Police Benevolent Association Agreement

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Chair Lawson asked for a motion to approve BFF 1-3, which were removed from the consent agenda. Trustee Moore moved approval of the items. The motion was seconded by Trustee Perry and the motion carried. The items are listed below:

**Budget, Finance and Facilities Committee (BFF)**

BFF1	Preliminary 2019-2020 University Budget
BFF2	Capital Improvement Plan (CIP)
BFF3	Amendment of Regulation 3.017, Schedule of Tuition and Fees

**STUDENT GOVERNMENT ASSOCIATION REPORT:**

Trustee Rochard Moricette provided a report on the Student Government Association. He shared information regarding the passage of the SGA budget and cabinet and student appointments. Trustee Moricette reported that the SGA participated in the 2019 Student Leadership Institute, which was held at Savannah State University. He indicated that he was selected as the external vice chair of the Florida Student Association and that he is looking forward to providing ultimate transparency during his administration.

President Robinson recognized Shira Thomas for faithfully and professionally serving the Florida A&M University in the capacity of interim general counsel since 2017.

**ADJOURNMENT:**

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