

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

**Governance Committee Meeting**

Wednesday, June 7, 2023

3:15 p.m.

Grand Ballroom

**Committee Members:** Kenny Stone, Chair  
Michael Dubose, Deveron Gibbons, Belvin Perry, and Nicole Washington

**AGENDA**

- |     |               |                         |
|-----|---------------|-------------------------|
| I.  | Call to Order | Trustee Stone           |
| II. | Roll Call     | Linda Barge-Miles, Esq. |

**ACTION ITEMS**

- |      |   |                       |
|------|---|-----------------------|
| III. | December 7, 2022 and April 19, 2023 Minutes | Trustee Stone         |
| IV.  | BOT Regulation 1.017                        | Shira Thomas, Esquire |

**INFORMATION ITEMS**

- |       |   |                       |
|-------|---|-----------------------|
| V.    | Government Relations Update                           | Danielle McBeth, Esq. |
| VI.   | Declaration of Candidacy                              | Trustee Stone         |
|       | A. Chair  |                       |
|       | B. Vice Chair   |                       |
| VII.  | Timelines for President's Goal Setting and Evaluation | Trustee Stone         |
| VIII. | Timeline for Board's Self-Evaluation                  | Trustee Stone         |
| IX.   | Adjournment   |                       |

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

**Governance Committee Minutes**

June 7, 2023

Agenda Item: III

**Subject:** Governance Committee Meeting Minutes

**Rationale:** Section 5.10 of the Board of Trustees Operating Procedures provides that detailed minutes should be kept for any Board or Committee meeting. Those minutes should include a record of votes cast and attendance.

**Recommendation:** Approve the Board of Trustees meeting minutes for December 7, 2022 and April 19, 2023.

**Attachments:** Yes, copies of the minutes are attached.

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

**Governance Committee Minutes**  
**Trustee Kenny Stone**  
**April 19, 2023**

Trustee Stone called the Governance Committee to order on Wednesday, April 19, 2023. The following committee members were in attendance, establishing a quorum: Michael Dubose, Belvin Perry, Kenny Stone, and Nicole Washington.

Trustee Stone shared that the vice chair position was vacant because the former vice chair was replaced by the Board of Governors. He then announced the names of appointed trustees eligible to vie for the vice chair:

Trustees	Term Ending Dates
Otis Cliatt	January 6, 2025
Michael Dubose	January 6, 2023
Natie Figgers	January 6, 2026
Deveron Gibbons	January 6, 2028
Kristin Harper	January 6, 2026
Belvin Perry	January 6, 2021
Kenny Stone	January 6, 2025
Nicole Washington	January 6, 2026

Trustee Stone opened the floor for nominations. Trustee Perry nominated Trustee Nicole Washington and Trustee Cavazos nominated Trustee Kristin Harper. Trustee Dubose moved to close the nominations and the motion was seconded by Trustee Perry. Trustee Stone indicated that he would present the names of the nominees during the Board meeting.

With there being no additional business for the Governance Committee, the meeting adjourned.

**FLORIDA  UNIVERSITY**  
**Board of Trustees**

**Governance Committee Minutes**  
**Trustee Kimberly Moore, Vice Chair**  
**December 7, 2022**

Trustee Moore called the Governance Committee to order on Wednesday, December 8, 2022. The following committee members were in attendance, establishing a quorum: Michael Dubose, Kimberly Moore, Belvin Perry, Kenny Stone, and Nicole Washington.

The first action item was approval of the October 5, 2022, committee meeting minutes. Trustee Stone moved approval of the minutes. Trustee Washington provided the second and the motion carried unanimously.

The next item on the agenda was President Robinson's contract extension and bonus. Chair Lawson recommended a 2% increase and suggested that the Board delay a discussion on a bonus for President Robinson until completion of the Athletics Action Plan. The Board had a robust conversation regarding the bonus and salary increase. Trustee Perry moved that the Board give President Robinson a 3.5% cost of living increase. Trustee Dubose offered a second and the motion carried unanimously. Trustee Moore clarified that the Committee should focus on the performance review period, July 1 through June 30, when considering a bonus. Trustee Stone moved for a 17.5% bonus for President Robinson. Trustee Dubose seconded the motion and it carried with a unanimous vote. Trustee Perry moved for a one-year extension of President Robinson's employment contract. Trustee Reed offered the second and it carried unanimously.

The next action item was the approval of revisions to the Board of Trustees' Operating Procedures. Attorney Shira Thomas reviewed the recommendations with the Committee. She shared that the revisions were amendments to the operating procedures and technical changes, including statutory references, committee names and responsibilities updates, and codification of Board practices. The Committee also named the General Counsel as the Board's parliamentarian and added the requirement of a supermajority vote for the reelection of the vice chair beyond a second term.

Attorney Danielle McBeth provided the Government Relations update. She highlighted the following dates:

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

December 12-16	Special Session of Florida Legislature
January – December:	1 <sup>st</sup> Session for the 118 <sup>th</sup> Congress
March 7, 2023:	Florida Session Convenes
April 13, 2023	FAMU Day at the Capitol
May 5, 2023	Florida Session Adjourns
August 5, 2023	Fiscal Year 2024-2025 LBR Submission

She shared that five FAMU students attended the unveiling of the Dr. Mary Mcleod Bethune statue, the first African American woman to have a State Commissioned Statue in the United States Capitol.

Attorney McBeth reminded the Committee of the University’s legislative budget request: \$15M for Elevating and Sustaining Student Success, \$20.4M PECO request for the Chemical and Biological Research Laboratory Center, \$1.5M recurring for the Peaden Education Center, and \$13.5M for Howard Hall.

With there being no further business, the meeting adjourned.

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

**BOT Regulation 1.017**

June 7, 2023

Agenda Item: IV

**Subject:** Amendment of Board of Trustees Regulation 1.017, Succession to Administrative Authority and Responsibility of the President

**Rationale:** The regulation is being amended to reflect that in the absence or disability of the President, the Chief Operating Officer will assume all administrative authority and responsibility of the President.

**Recommendation:** Approve the amendment of BOT Regulation 1.017.

**Attachments:** Yes, the regulation is attached.



## Florida A&M University Regulation

### 1.017 Succession to Administrative Authority and Responsibility of the President.

(1) In the absence or disability of the President, the Chief Operating Officer shall assume all administrative authority and responsibility of the President.

(2) In the absence or disability of the President and the Chief Operating Officer, the Provost and Vice President for Academic Affairs shall assume all the administrative authority and responsibility of the President.

(3) In the absence or disability of the President, Chief Operating Officer and the Provost and Vice President for Academic Affairs, the Vice President for Finance and Administration shall assume all the administrative authority and responsibility of the President.

(4) In the absence or disability of the President, Chief Operating Officer, Provost and Vice President for Academic Affairs and the Vice President for Finance and Administration, the Vice President for Student Affairs shall assume all the administrative authority and responsibility of the President.

(5) In the absence or disability of the President, Chief Operating Officer, Provost and Vice President for Academic Affairs, Vice President for Finance and Administration and the Vice President for Student Affairs, the Vice President for Audit shall assume all the administrative authority and responsibility of the President.

Deleted: and Compliance

(6) In the absence or disability of the President, [Chief Operating Officer](#), Provost and Vice President for Academic Affairs, Vice President for Finance and Administration, Vice President for Student Affairs and the Vice President for Audit, the Vice President for Sponsored Research shall assume all the administrative authority and responsibility of the President.

**Deleted:** and Compliance

(7) In the absence or disability of the President, [Chief Operating Officer](#), Provost and Vice President for Academic Affairs, Vice President for Finance and Administration, Vice President for Student Affairs, Vice President for Audit, and the Vice President for Sponsored Research, the Vice President for University Advancement shall assume all the administrative authority and responsibility of the President.

**Deleted:** and Compliance

(8) The responsibility for coordination of the succession will rest with the President's [Chief of Staff](#).

**Deleted:** Assistant to the

*Specific Authority: Article LX, Section 7(c), Florida Constitution, BOG Regulation 1.001. History: History—New 7-28-86; Amended 9-8-07; Technical Amendment 3-20-18; [Amended xx-xx-2023](#).*



**Board of Trustees  
INFORMATION ITEM**

**Governance Committee**

**Wednesday, June 7, 2023**

**Agenda Item: VI**

**Subject:** Board of Trustees Officers

**Background Information and Summary:** Section 3.2 of the Board of Trustees Operating Procedures provides that:

“A trustee must declare his/her candidacy for Chair or Vice Chair during the June Board meeting in an election year.”

Board of Trustees  
INFORMATION ITEM

**Governance Committee**

Wednesday, June 7, 2023

Agenda Item: VII

**Subject:** Presidential Goals and Evaluation Timeline

**Background Information and Summary:** The Board of Trustees annually evaluates the president's performance for the prior year. The attached document provides the timeline for setting the president's goals and a separate timeline for conducting the president's evaluation.

**Attachments:** President's Goals Timeline  
President's Evaluation Timeline

## 2023-2024 Presidential Goal Setting Timeline

06/01-30/2023

President Robinson will work on his proposed goals for 2022/2023.

07/01/2023

President Robinson will provide his proposed goals to Chair Lawson.

07/02/2023 –  
07/31/2023

Chair Lawson will provide to the Governance Committee the proposed 2022/2023 performance goals and objectives produced by President Robinson. Note: The Committee will work collaboratively with President Robinson to reach a mutual agreement regarding his annual goals and objective for the succeeding year.

09/13/2023

The Governance Committee will approve the proposed 2022/2023 goals and objectives presented by President Robinson.

09/14/2023

The Board will approve the 2022/2023 performance goals and objectives and other such criteria as deemed appropriate by the Board.

*Note: These dates may be changed as deemed necessary.*

## Presidential Evaluation Timeline 2022/2023 Review Period

05/02-31/2023	The Governance Committee Chair will meet with President Robinson to discuss the following: <ol style="list-style-type: none"><li>1. The evaluation process; and</li><li>2. Any feedback/suggestions he would like to contribute related to the aforementioned items.</li></ol>
06/01/2023 – 07/15/2022	President Robinson will complete a self-appraisal/assessment of his performance regarding the Board approved goals and objectives for the 2022/2023 performance review period and other such criteria as deemed appropriate by the Board. His self-appraisal is due on July 15, 2023.
07/16/2023 – 07/27/2023	Each Board member will evaluate President Robinson's performance for 2022/2023 and will be provided the following: President Robinson's self-appraisal and the approved evaluation tool for the 2022/2023 performance review period. Chair Lawson will confer with SUS Chancellor Rodrigues to garner his feedback regarding President Robinson's performance.  <i>Note: The Governance Committee, in collaboration with the Office of University Assessment, will compile the feedback received from the individual board members.</i>
08/2023	The Governance Committee will provide President Robinson with a draft summary of the evaluation report.
09/13/2023	The Governance Committee will meet and approve its final draft of the evaluation report.
09/14/2023	The Governance Committee will present the evaluation report to the Board for approval.

*Note: These dates may be changed as deemed necessary.*

Board of Trustees  
INFORMATION ITEM

**Governance Committee**

Wednesday, June 7, 2023

Agenda Item: VIII

**Subject:** Board of Trustees Self-Assessment

**Background Information and Summary:** The Board of Trustees' Governance Committee Charter provides that the Board will conduct a self-assessment annually. Additionally, the Southern Association of Colleges and Schools Commission of Colleges, Principles of Accreditation 4.2(g) requires governing boards to regularly evaluate their responsibilities and expectations.

The timeline is attached.

## Board of Trustees 2022/2023 Self-Assessment Timeline

July 1, 2023	The BOT Liaison will send the self-assessment survey link to the Board of Trustees
July 15, 2023	Board members will complete the self-assessment survey.
July 15-28, 2023	The University's Office of Assessment will analyze the assessment and draft a report, which will be disseminated to the BOT.
July 29, 2023	The self-assessment report will be provided to the Trustees.
August 4, 2023	The Governance Committee will recommend to the Board the next steps that should be addressed as a result of the self-assessment survey.
August 4, 2023	The Board of Trustees will review and accept the self-assessment.