



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

**Meeting Minutes
Thursday, March 9, 2019
Agenda Item: VII**

Item Origination and Authorization			
Policy _____	Award of Bid _____	Budget Amendment _____	Change Order _____
Resolution _____	Contract _____	Grant _____	Other _____

Action of Board				
Approved _____	Approved w/ Conditions _____	Disapproved _____	Continued _____	Withdrawn _____

Subject: Approval of the Minutes

Rationale: Section 1001.71(5), Florida Statutes provides that each university board of trustees shall keep and, within 2 weeks after a board meeting, post prominently on the university's website detailed meeting minutes for all meetings, including the vote history and attendance of each trustee. Additionally, Section 5.10 of the Florida A&M University 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.

Attachments: Minutes for December 7, 2018 and January 24, 2019

Recommendation: Approve the aforementioned minutes.

Meeting Minutes
December 7, 2018

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



**MEETING MINUTES
December 7, 2018**

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: Carter (phone), Grable, Jackson, Lawrence, Lawson, Mills (phone), Perry, Reed (phone), Washington, and Woody (phone). Trustees Dortch and Moore did not attend the meeting.

CLOSED SESSION FOR COLLECTIVE BARGAINING

Attorney Thomas was recognized by Chair Lawson to provide instructions regarding the closed session. She provided instructions and the Board held the closed session. No actions resulted from the session.

PUBLIC COMMENTS

The following individuals presented public comments:

Dr. Carolyn Collins
Mrs. Nicole Reese
Dr. Shelby Chipman
Col. Gregory Clark

PRESIDENT'S REPORT

Dr. Larry Robinson, President

President Robinson shared an update on his annual goals, performance based funding metrics and the strategic plan and accountability metrics. He specifically focused on four of his annual goals. He noted that data on many of the metrics are not available at this time, including the four-year graduation rate data.

Goal 2 – Increase the four-year graduation rate – Data not available; however, the University has strategies and initiatives that are designed to improve performance on this goal, including the implementation of the enrollment management plan.

Goal 3 – First-time licensure passage rates – Colleges and schools are implementing strategies to address preparation for licensure exams.

Goal 5 – Customer service initiative – On track with implementation timeline.

General findings will be presented to the University during February/March 2019.

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



Goal 6 - Increase headcount enrollment by 4.67% - Preliminary headcount is 10,021 for Fall 2018, which indicates an enrollment growth.

Next, President Robinson stated that the Board would be provided an update on the performance metrics during the March 2019 meeting. He then shared that there were several changes to the performance based funding allocation methodology. He stated that the bottom three had been eliminated by the Board of Governors; a minimum of 51 points is required to receive the University's investment; to receive the State investment the University must show improvement; starting in 2020, if there is a decline in the score the University will be required to complete a student success plan. In 2021/2022 each university must have 70 points to be eligible to receive the state investment. If a university is below 70, it will only receive 50% of the State investment.

President Robinson shared that the University now has a dashboard on its website, which contains data regarding his institutional goals.

Next, Chair Lawson recognized Rick Givens, Vice President for Audit and Compliance, and thanked him for his outstanding service to the University. He noted that Mr. Givens was preparing to retire in January.

PRESIDENTIAL BONUS

Kelvin Lawson, Chair

The first item on the agenda was consideration of a bonus for President Robinson. Chair Lawson noted that President Robinson had maintained the same salary from his interim capacity throughout his first year as the president. He then recommended a nine percent salary increase and a 15% performance bonus. He noted that 54% of the time Dr. Robinson exceeded expectation and never went below expectation regarding his goals. Trustee Perry moved approval of a 9% pay increase for President Robinson, followed by a 15% bonus. The motion was seconded by Trustee Grable and the motion carried.

STANDING COMMITTEE REPORTS

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

Academic and Student Affairs

Trustee Dave Lawrence

The Academic and Student Affairs Committee recommended approval of the 2018 Textbook Affordability Annual Report, which was included on the consent agenda. Trustee Lawrence reported that the committee heard updates regarding the Industrial Hemp Pilot Project, the 2+2 program, and hazing prevention initiatives. Provost Edington

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



then shared his Vision and Focus for Academic Affairs. The final information item was an update from the deans for the College of Law, the College of Pharmacy and Pharmaceutical Sciences, the School of Allied Health Sciences, and the School of Nursing regarding licensure pass rates.

Special Committee on Athletics

Kelvin Lawson

Chair Lawson indicated that Athletics is positioned to be on target regarding the budget. He stated that the December meeting with the Board of Governors staff went well and that Athletics should have more definitive details regarding the budget in January 2019.

Audit and Compliance

Trustee Craig Reed

Trustee Reed reported that the Committee met on September 14, 2018 and recommended approval of the annual risk assessment and work plan. The committee also heard updates regarding the Rattler Boosters, athletics, external audits and the University's compliance program.

Budget, Finance and Facilities

Trustee Belvin Perry

Trustee Perry shared that the Budget, Finance and Facilities committee met on November 20, 2018. The committee recommended the following for approval: the Campus Master Plan, Continuing Services Vendors, the University's Carryforward Spending Plan, the Student Government Carryforward Funds, Payment of FAMU DRS Roof Repairs, and the Stanley Tate Project STARS Tuition Differential Waiver.

The Committee also heard updates regarding the University's financial status, quarterly cost savings, travel process enhancements, and updates on university construction/operations and housing facilities projects.

Governance

Trustee Harold Mills, Chair

Trustee Mills reported that the Governance Committee heard presentations and recommended approval of the following:

- Amendments to FAMU Regulation 3.021 re: Alcohol on Campus
- The University's 2017 Equity Report

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



He noted that those items were on the consent agenda. Next, the Committee heard a legislative update from Ms. Barbara Phippen, Director of Governmental Relations.

Strategic Planning and Performance Measures

Trustee Nicole Washington, Chair

Trustee Washington shared that the Committee met and received updates on Performance Based Funding and the Strategic Plan Implementation.

- Performance Based Funding – The Board of Governors has eliminated the Bottom three requirement and institutions must have at least 51 points to receive the institutional investment. To receive the state investment the institution must show improvement over the previous year. Beginning in 2021-2022, all universities must have 70 points to be eligible to receive the state investment.

FAMU’s new BOT Choice Metric is “Number of Bachelor Degrees Awarded to Transfers with AA Degrees for the Florida College System.”

- Strategic Plan Implementation – The director of Career and professional Development Services shared strategies regarding employer and student engagement and professional development.

Lastly, the Committee heard an update regarding the status of licensure passage rates for the professional programs.

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 then reviewed items on the agenda and noted the removal of the tenure upon appointment and hemp projects. Trustee David Jackson, III moved approval of the consent agenda. It was seconded by Trustee Woody and the motion carried. The consent agenda included the following items:

Board of Trustees (BT)

BT1 Minutes – June 7, 2018, June 15, 2018, August 9, 2018

Academic and Student Affairs Committee (ASA)

ASA1 Textbook Affordability Annual Report

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



Audit and Compliance Committee (AC)

AC1 Risk Assessment and Work Plan 2018-2019

Budget, Finance and Facilities Committee (BFF)

BFF1 Campus Master Plan
BFF2 Continuing Services Vendors
BFF3 University's Carryforward Spending Plan
BFF4 Student Government Carryforward Funds
BFF5 Payment of FAMU DRS Roof Repairs

Direct Support Organizations

DSO1 Approval of Direct Support Organizations Board Members

Governance Committee (GC)

GC1 Regulation 3.021, Alcohol on Campus
GC2 University's Annual Equity Report

ADJOURNMENT:

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

Meeting Minutes

January 24, 2019

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



**MEETING MINUTES
January 24, 2019**

CALL TO ORDER

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: Carter, Dortch, Grable, Jackson, Lawrence, Lawson, Mills, Perry, Washington, and Woody. Trustee Reed did not attend the meeting due to a scheduling conflict.

COMMITTEE REPORT

Budget, Finance and Facilities Committee Report

Trustee Kimberly Moore

Chair Lawson recognized Trustee Moore to present the Budget, Finance and Facilities Committee report. Trustee Moore reported that the committee had three action items: the revised carry-forward budget, the parking services budget amendment; and the Centennial Building access license. The Brooksville Solar Farm Initiative was presented as an information item.

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 then reviewed items on the agenda. Trustee David Jackson, III moved approval of the consent agenda. It was seconded by Trustee Mills and the motion carried. The consent agenda included the following items:

Board of Trustees (BT)

Budget, Finance and Facilities Committee (BFF)

- BFF1 Carryforward Spending Plan
- BFF2 Parking Services Budget Amendment
- BFF3 Centennial Building Access License

ACTION ITEM:

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



The interim Vice President for Research, Dr. Charles Weatherford presented an update regarding the industrial hemp project proposals. He indicated that the University would seek the Board's approval to negotiate with the following entities that were deemed qualified respondents:

Eat Your Veggies, LLC	Liberty Health Sciences
Future Farm Technologies	RBC-USA-United (RUU)
Green Earth Cannaceuticals, Inc.	Sunshine Hemp, Inc.
Stem IH/Stiff Holding Company	

He stated that in evaluating the proposals, the evaluation team would focus on:

1. Research
2. Location
3. Finances
4. Safety and Security
5. Oversight
6. Licenses
7. Participation as a certified woman, veteran, and minority small owned business (History of collaboration with underserved populations).

VP Weatherford indicated that the committee asked the respondents several questions:

1. How would your company assess the invasiveness of various species of industrial hemp, the impact that industrial hemp has on the environment, and methods of sustainable cultivation.
2. What specific research projects would you be interested in conducting during the pilot project phase and how would it be accomplished?
3. How many sites would be used to assess the above research initiatives, and would your company be using FAMU sites in Brooksville and/or Quincy?
4. Please provide documentation which confirms the ability to support full funding of the project; that is audited financial statements.
5. Will your company be able to support multiple sites?
6. Will you be able to support monthly visits from the FAMU team, which will consist of agronomist; soil scientist; soil hydrologist; entomologist; agricultural systems engineer; and compliance officer?
7. What types of internships or research opportunities could your company provide for the FAMU students and faculty and staff that might be interested in working with you?
8. What other financial or relationship incentives would your company provide to FAMU?
9. Please describe your security plan for the containment and security of the industrial hemp.
10. What internal oversight will you provide?
11. Are you able to obtain the appropriate licenses for cultivation of industrial hemp species?
12. Is your company certified as a minority owned, woman owned, small/disadvantaged business, or veteran owned enterprise as determined by the Office of Supplier Diversity or an equivalent agency?
13. What is your history of collaboration with underserved populations in the industrial hemp or related industries?

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



Dr. Weatherford indicated that the process includes the following next steps.

- Presentations to the committee on campus by the qualified respondents.
- Negotiation between FAMU and Respondents;
- Evaluation team recommends Respondent(s) for contractual agreement
- BOT approval of final pilot project(s) and partner(s)
- Begin FDAC permit process

Trustee Moore moved approval of the motion to approve the University to negotiate with qualified respondents. It was seconded by Trustee Woody and the motion carried.

INFORMATION ITEM

Brooksville Solar Farm

Next, Dr. Fred Gainous, former President and current Executive Director of the Brooksville Agricultural and Environmental Research Station the Board gave a presentation regarding a proposal for a solar farm on the University's Brooksville property.

Dr. Gainous indicated that a committee was established to make recommendations regarding the merits of establishing a solar farm on the Brooksville property. The companies had to show value to students, teaching and learning, and the University. The committee reviewed proposals, conducted interviews and ultimately recommended Duke Energy, as the provided. Duke indicated that it wanted to be a corporate partner to the University and it would provide its data for all of its solar farms to the University for FAMU to establish a center for renewable energy.

Attorney David Self explained that the proposed contract has three phases:

1. Due diligence phase – Duke would pay \$40 per acre while determining the value of the property. (Maximum two years)
2. Construction period – Duke would pay \$400 per usable acre per year. This could amount to \$240,000 or \$320,000 per year. (Maximum two years)
3. Operational period – Duke would pay \$850 per acre per year or \$510,000-\$680,000 per year, with an annual escalation in rent of two percent to 2.5 percent each year.
Duke has also requested two options to renew for five years.

Dr. Gainous confirmed that the committee will do its due diligence to ensure that the University is getting a fair deal and will look at the deals other universities have. Trustee Perry suggested that the university should look at getting a percentage of Duke's gross revenues, as part of the negotiations. Trustee Carter, a former chair of the Public Service Commission (PSC), stated that any transaction by Duke would have to be approved by the PSC, regarding how it would impact the current rate payers.

Florida Agricultural and Mechanical University Board of Trustees



Trustee Moore asked that staff compile a list of questions and answers that they receive and provide that information to the full Board in March.

Key Open Leadership Positions

President Robinson was recognized to provide an update on the status of key open leadership positions.

Vice President for Audit – The committee will start interviews the week of February 4, 2019 and President Robinson hopes to make an offer by the end of February.

Vice President for Legal Affairs – The committee is reviewing the applications and will provide the finalist to President Robinson by mid-February. An offer should be made by the end of February or early March.

Vice President for Research – Provost Edington has formed the search committee and expect the process to be completed by the end of the spring semester.

Dean for the College of Education – The new dean will start on July 1, 2019.

Dean for the College of Law – Provost Edington has hired a search firm and has appointed a search committee.

Superintendent of FAMU Developmental Research School – Two finalist are being scheduled for on-campus interviews and an offer should be made by the end of February or early March.

CASS Building and HBCU Capital Financing

VP Wanda Ford indicated that the Center for Access and Student Success building (CASS) is on the Board of Governors' PECO list and is being recommended for five million dollars in funding.

Regarding the HBCU capital financing, the University is working with the BOG, the Division of Bond Finance, Rice Capital and the U.S. Department of Education to establish a closing date for the financing. The tentative closing date is February 15, 2019.

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



Performance Funding

President Robinson provided an update on performance funding.

1. The bottom-three component is eliminated.
2. A minimum score of 51 points is required to receive the institutional investment.
3. The three universities with the highest scores will receive 100 percent of the allocation of the state investment.
4. Universities that increased their scores over the last year will receive 100 percent of their allocations of the state investment.
5. If the university's score decreases or stays the same for two consecutive years, the university may receive 100 percent of their allocation of the state investment, after presenting or completing a student success plan.
6. In 2021/2022 the following will be effective:
 - a. A university that scores below 70 points could receive up to 50 percent of the state investment, after presenting or completing a student success plan.
 - b. If the University scores above the 70 percent threshold, it would receive 100 percent of the allocation.

The new BOT Choice Metric, Metric 10 is: The number of bachelor's degrees awarded to transfers with AA degrees from the Florida College System. This will be effective for the 2019/2020 allocation year.

Lastly, President Robinson shared that the 2019 institutional dashboard can be accessed on the President's website, under the "Goals" link.

ADJOURNMENT:

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