

**Subject:** Board of Trustees Meeting Minutes

**Proposed Board Action: Subject:** Approval of the 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 September 16, 2021 and October 21, 2021.

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

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

**Meeting Minutes**  
**September 16, 2021**

**CALL TO ORDER AND WELCOME**

*Kelvin Lawson, Chair*

Chair Lawson called the meeting to order. Attorney Barge-Miles called the roll and a quorum was established. The following trustees were present: Cavazos, Cliatt, Dortch, Dubose, Harper, Lawrence, Lawson, Moore, Perry, Reed, Stone, Washington and Whigham.

**PUBLIC COMMENTS**

Public comments were presented by Dr. Roscoe Hightower, President of the FAMU Chapter of the United Faculty of Florida.

**OFFICER ELECTIONS**

Chair Lawson turned the gavel over to Trustee Cavazos for election of the chair and the vice chair of the Board of Trustees. Trustee Dortch nominated Trustee Kelvin Lawson for chair of the Board. The nomination was seconded by Trustee Perry. Trustee Cavazos nominated Trustee Kristin Harper. Trustee Dortch offered a motion to close the nominations. Trustee Cavazos then informed the Board that, in accordance with Article 3.2 of the Board Operating Procedures, and Board of Governors Regulation 1.001, Trustee Lawson was required to receive a 2/3 majority vote, nine (9), to be elected, since he was vying for his third term. Trustee Lawson received eleven votes and Trustee Harper received two votes. Trustee Lawson was re-elected chair of the Board.

Next, Trustee Cavazos asked for nominations for vice chair of the Board of Trustees. Chair Lawson nominated Trustee Kimberly Moore and Trustee Reed nominated Trustee Harper. Through a roll call vote Trustee Moore received seven votes and Trustee Harper received six votes. Trustee Kimberly Moore was re-elected vice chair.

<b>Trustee</b>	<b>Vote Cast for Chair</b>	<b>Vote Case for Vice-Chair</b>
Cavazos	Harper	Harper
Cliatt	Lawson	Moore
Dortch	Lawson	Moore
Dubose	Lawson	Harper
Harper	Harper	Harper
Lawrence	Lawson	Moore
Lawson	Lawson	Moore
Moore	Lawson	Moore
Perry	Lawson	Moore
Reed	Lawson	Harper
Stone	Lawson	Harper
Washington	Lawson	Moore
Whigham	Lawson	Harper

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Chair Lawson took a moment of personal privilege to recognize FAMU Alumni President Greg Clark for a presentation. President Clark then presented the FAMU National Alumni Association's Community Service Award to Trustee David Lawrence. Trustee Lawrence accepted the award and indicated that it was a privilege to serve.

**PRESIDENT'S REPORT**

*Dr. Larry Robinson, President*

Chair Lawson recognized President Robinson for his report. President Robinson's report highlighted several university achievements, including:

- For the second straight year, FAMU was named the Highest Ranked Public HBCU by U.S. News & World Report, National Public Universities.
- In that same ranking, the University moved up 13 spaces, from 117 to 104 in the U.S. News and World Report Top National University ranking.
- The University moved up seven spots, to 13th on the Social Mobility Index. President Robinson said this is a testament to the institution's ability to transform the lives and alter the academic trajectory of its students.

President Robinson introduced the University's "March to the Top 100", which was also shared at his University-wide Leadership Retreat. The march will focus on metrics for success including: retention and graduation rates, faculty resources, expert peer opinion, financial resources, student excellence, and alumni giving. He said the University's goal is to achieve success on the rankings, but also with its peers in the State University System.

President Robinson stated that student success is the University's number one priority. The average grade point average (GPA) of admitted students was 3.83 in Fall 2021, compared to 3.74 in Fall 2020. He then highlighted the accomplishments of several FAMU students and faculty.

He also shared that he attended the inauguration of Student Government Association President/Trustee Carrington Whigham. She is a second generation SGA president, as her father was also SGA president when he attended FAMU. Mr. Marcus Thomas serves as student body vice president.

President Robinson proudly stated that the Division of Research has garnered a record \$66 million in research dollars, almost 10% higher than last year.

Further, in his "points of Pride", President Robinson highlighted the following:

- FAMU is one of five HBCUs to collaborate with Bristol Myers Squibb in a five-year multimillion dollar strategic alliance to reach talented undergraduate.
- FAMU Developmental Research School is experiencing record enrollment in over a decade. There are 273 students enrolled in the elementary school and 354 in the secondary school.
- The student publication "Journey Magazine" won five awards and took first place for the best website.

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- FAMU received \$1.2 million from NASA to recruit more African American students to pursue careers in aerospace engineering.
- Fulbright notified FAMU that it is an HBCU institutional leader.

President Robinson closed his report by giving kudos for the Strategic Planning process. He acknowledged the success FAMU is experiencing and said that this success is built upon the foundation of the past 133 years.

**COVID-19 UPDATE:**

Rica Calhoun, chief compliance and ethics officer, reported that more than 70% of the University's residential students are fully vaccinated. She also said that mobile vaccination units were available during student move-in. The University is providing approximately 75 vaccines per day. The testing site has experienced a decrease with the positivity rate dropping to 6.3% for the rapid test and 3.6% for the PCR test. PPE and safety measures such as plexiglass shields are still available. Signage throughout the campus has been updated to reflect changing guidance.

**STUDENT GOVERNMENT ASSOCIATION (SGA) REPORT**

Trustee and Student Government Association (SGA) president Carrington Whigham provided her report. She stated that the SGA had a very successful "Welcome Week." She said that the University provided an additional \$5,000 to student's accounts to alleviate their balances. The SGA also has an initiative to promote school spirit by ensuring that there are student buses for away football games. She highlighted that while in Miami for the Orange Blossom Classic, the students made recruitment visits to six schools.

The FAMU SGA will host the Florida Student Association's "Rally in Tally", October 13-16, 2021 at FAMU. The Association is made up of the SGA presidents from the State University System.

The SGA initiated the "Call the Shots" campaign, which is providing vaccination information to students.

**FACULTY SENATE REPORT**

Chair Lawson recognized Trustee Cavazos for the Faculty Senate report. She said that the new Faculty Senators will be sworn-in September 21, 2021. Trustee Cavazos shared that Ms. Nicole Jefferson was selected as Advisor of the Year. The Teacher of the Year is Dr. Mohammed, an associate professor of Anthropology. Professor Kenneth Jones, from the School of Journalism and Graphic Communication, was selected as the Advanced Teacher of the Year. The Junior Faculty Teaching Innovation Award was given to Dr. Maim Dulebenets, from the FAMU-FSU College of Engineering. College of Law Professor Jennifer Smith was selected by the National Conference of Bar Examinations to work with a team that develops content for the examination.

In closing, Trustee Cavazos stated that the faculty embraces the University's vision of "Marching to the Top 100."

**STANDING COMMITTEE REPORTS**

**Academic and Student Affairs Committee**

*Trustee Nicole Washington, Chair*

Trustee Washington reported that the Committee recommended approval of the Textbook Affordability Annual Report, a request for leave of absence without pay, implementation of the Career Center dashboard and amendments to Regulations 2.012 and 2.013. They also heard updates on enrollment, housing, financial aid, hazing, program prioritization and instructional modalities.

**Audit and Compliance Committee**

*Trustee Craig Reed, Chair*

Chair Lawson recognized Trustee Reed for the Audit and Compliance Committee report. Trustee Reed shared that the Committee approved the Compliance and Ethics Annual Report and the Compliance and Ethics Program Plan. The plan will capitalize on recommendations from the external report, to drive the compliance and ethics program and initiatives forward for the next 3-5 years.

He shared that they reviewed the Audit and Compliance Committee Action Plan and they heard the Compliance and Ethics Office update, including implementation of the foreign influence screening program and the compliance and ethics culture survey.

Finally, the Division of Audit presented its annual report highlighting the past fiscal year accomplishments and plans to implement Enterprise Risk Management this fiscal year.

**Budget, Finance and Facilities Committee**

*Trustee Kimberly Moore, Chair*

Trustee Moore shared that the Committee recommended approval of the Benefits and Leave policy, university-wide agreements, the 2022 University Carry Forward Spending Plan and the Fixed Outlay Budget. Based on Committee's discussions, there are follow-ups regarding: developing an engagement plan with strategies related to increasing MWBE participation; request the General Counsel's Office to provide guidance regarding the Florida Statute that prohibits the mandatory MWBE participation; updates to the University Master Plan as an information item for future Committee meetings; and ensure clear directions are given to the consultants conducting the comprehensive compensation study.

**Direct Support Organizations Committee**

*Trustee Kristin Harper, Committee Member*

Trustee Harper reported that the Committee recommended approval of the following items:

- Donation-Based Naming of the HCA Florida Healthcare Simulation Laboratory
- Two Members of the FAMU Foundation Board of Directors

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The Committee received updates on divisional activities. FY 2020-2021 Fundraising Progress as of June 30, 2021 was over \$13.M | \$11M was cash, which is the most ever raised.

Committee members provided comments and suggestions that included enhancing the staffing infrastructure; increasing alumni giving; and utilizing the Board more for fundraising. Updates were provided on the FAMU Foundation, FAMU National Alumni Association, and the FAMU Rattler Boosters.

**Governance**

*Trustee Kimberly Moore, Committee Member*

Trustee Moore reported that the Governance Committee recommended approval of: President Robinson’s 2021-2022 annual goals, a contract extension for President Robinson from January 1, 2022 – December 31, 2022 and the University’s annual Equity Report.

The Committee also reviewed its 2021-2022 Action Plan.

**Special Committee on Athletics**

*Kelvin Lawson, Chair*

Chair Lawson shared that VP Gosha gave an overview of the FY21 budget for the Athletics Department, with a projected balanced budget. The fundraising efforts raised \$500,000 for the Rattler Athletic Fund. These funds help cover the apparel costs for the Marching 100, summer school expenses and athletic facility upgrades.

Chair Lawson reported that Rattler Sports Network (RSN) enables Florida A&M Athletics to control the narrative and stream the radio broadcasts to fans. RSN’s FAMU Coach’s Show partnered with Hyatt House and will air for 20 weeks, highlighting all coaches.

Next, VP Gosha discussed the first football game and projected improvements for the fan experience.

**Special Committee on the College of Law**

*Trustee Belvin Perry, Chair*

Trustee Perry reported that the Special Committee on the College of Law heard an update regarding the Licensure Passage Rate Improvement Plan. Dean Keller also shared that law students had an increased number of internships during the summer. she indicated that because FAMU increased the number of retention scholarships for second-year students, the College saw a sharp drop in students transferring from the College. In closing, Dean Keller stated that she would share the Bar examination results with the Board after their release that following Monday.



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**Strategic Planning/Performance Measures Committee**

*Trustee Kristin Harper, Chair*

Trustee Harper stated that the new strategic planning process is underway for the 2022-2027 strategic plan. She said that the new strategic plan will guide the University as it enhances student success, meets state performance based funding metrics and fulfills FAMU's mission and its ascension into the top 100 list of National Public Universities.

The strategic planning timeline is divided into phases. Phase one was completed with the establishment of five subcommittees. The work of the subcommittees will include preliminary findings, conclusions, and recommendations to help the strategic planning committee answer other questions. She said that a critical component of this planning process is direct input from various constituents, including but not limited to faculty, students, the Board of Governors, the chancellor, and state legislators.

She reported that the Strategic Planning Committee deployed a survey to collect feedback on current issues and concerns. That survey will close on September 19, 2021.

**CONSENT AGENDA**

Chair Lawson reviewed the Consent Agenda. He shared that approval of the naming of the School of Allied Health Science's Florida Healthcare Simulation Laboratory was removed from the Consent Agenda and would be voted upon separately. Trustee Moore moved approval of the Consent Agenda. The motion was seconded by Trustee Dubose and the motion carried unanimously.

Next, Chair Lawson asked for a motion to approve the naming of the Florida Healthcare Simulation Laboratory. The motion was offered by Trustee Moore. Trustee Dubose provided a second and it carried with a unanimous vote.

The consent agenda included the following items:

**Board of Trustees (BT)**

- BT1 June 3, 2021
- BT2 August 5, 2021
- BT3 August 26, 2021

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

- ASA1 Textbook Affordability
- ASA2 Leave Without Pay – Professor Nandi Riley
- ASA3 Implementation of Career Center Dashboard
- ASA4 Regulation 2.012 – Student Code of Conduct
- ASA5 Regulation 2.013 – Due Process, Other Rights and Responsibilities

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**Audit and Compliance Committee**

- AACC1 Office of Compliance and Ethics Annual Report
- AACC2 Office of Compliance and Ethics Plan

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

- BFF1 Amendment to BOT Policy 2005-23, Benefits and Leaves
- BFF2 University-wide Service Agreements
  - Data Set Ready
  - Cisco Systems, Inc.
  - Creston Electronics
- BFF3 2021-2022 University Carryforward Spending Plan and Fixed Capital Outlay Budget

**Direct Support Organizations Committee (DSO)**

- DSO1 FAMU Foundation Board Member
  - Student Government Association Representative
  - Elected Foundation Board Treasurer

**Governance Committee (GC)**

- GC1 President Robinson's Annual Goals for 2021/2022
- GC2 President Robinson's Contract Extension
- GC3 University's Equity Report

**ADJOURNMENT:**

Chair Lawson confirmed that a special meeting would be held before the December BOT meeting to consider approval of an Academic Affairs proposal.

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



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**Board of Trustees**

Meeting Minutes  
October 21, 2021

**CALL TO ORDER AND WELCOME**

*Kimberly Moore, Vice Chair*

Vice Chair Moore called the meeting to order. Attorney Barge-Miles called the roll and a quorum was established. The following trustees were present: Cavazos, Cliatt, Dortch, Dubose, Lawrence, Lawson, Moore, Perry, Reed, Stone, and Washington. Trustees Harper and Whigham were not in attendance.

**PUBLIC COMMENTS**

There were no requests for public comments.

**DONATION-BASED NAMING**

The first agenda item was consideration of a donation-based naming. Vice President Friday-Stroud provided information regarding this item. She shared that she was requesting approval for the naming of the plaza that surrounds the Amphitheatre. The name would be “The John S. and James L. Knight Foundation Plaza. The Knight Foundation gifted the University \$1.5M and \$1M has already been received. Those funds will go toward digital technology, equipment, and beautification of the green spaces around the Amphitheatre.

Trustee Dortch moved approval. The motion was seconded by Trustee Reed and received a unanimous vote.

**MEDICAL MARIJUANA EDUCATION AND RESEARCH INITIATIVE CONTRACT**

Vice Chair Moore recognized Vice President Weatherford and Director Green-Power for an update regarding the contract for media and consulting services. VP Weatherford reminded the Board that the management of the funds for the Medical Marijuana Education and Research Initiative (MMERI) is in the Division of Research and is considered Contracts and Grants funding. He shared that the University was seeking pre-approval of a contract award with iHeart Media, in excess of \$1M.

Dr. Patricia Green-Powell reviewed the legislation that created MMERI. She stated that this statewide initiative focuses on increasing the minority community’s knowledge regarding marijuana through community engagement and communications. Dr. Green indicated that the contract resulted from the successful statewide competitive solicitation through the FAMU Office of Procurement.

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Trustee Dortch pointed out that the contract was good, but he wanted to bring attention to the need for diversity and inclusion. Mr. Mendie shared that by State law, iHeart won the RFP. Although it is not required to subcontract with minority companies, iHeart has made a commitment to so, with 30-35% of the contracts going to minority businesses. He also shared that to date, MMERI has more than \$3.5M in contracts with minority businesses. VP Weatherford highlighted that there were three other businesses that won contracts of less than \$1M and two of them were minority businesses.

Trustee Dortch moved approval. The motion was seconded by Trustee Dubose and received a unanimous vote.

**LEASE AGREEMENT RE: COLLEGE OF PHARMACY**

Attorney David Self explained the details regarding the renewal of the lease agreement for the College of Pharmacy's Davie campus. The College desires to renew the Agreement for a period with a term commencing November 1, 2021 and ending no later than October 31, 2024. The agreement was over \$1M and needed the Board's approval.

Trustee Dortch moved approval. The motion was seconded by Trustee Perry and received a unanimous vote.

Vice Chair Moore recognized President Robinson for closing remarks. President Robinson thanked the Board for its work and stated that he looked forward to seeing the Board that the following week during FAMU's Homecoming. He also reminded the Board that the Trustee Summit would be held at Florida Atlantic University, in Boca Raton on Wednesday, November 3, 2021.

**ADJOURNMENT:**

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