Memorandum

TO: Members of the Board of Trustees

FROM: Robert B. Bradley

DATE: June 24, 2002

RE: Board of Trustees and Finance and Administration Committee Meetings

At the call of the Chair, the Board of Trustees will meet:

**Tuesday**
**July 2, 2002**
Telephone Conference at Phone number
644-2255
Or
In person at 201 Westcott Building

1:30 to 3:00 (as necessary), p.m

Featuring: Recommendations of Finance and Administration Committee
Agenda: See Tabular Items in Docket Book

The Tuesday call is intended to discuss finance and administration issues, many of which must be submitted to the Florida Board of Education by July 20, 2002.

The Finance and Administration Committee will meet:

**Friday**
**June 28, 2002**
Telephone Conference at Phone number
644-2255
Or
214D Westcott Building

10:00 to 11:30 (as necessary), a.m.

Agenda: See Tabular Items in Docket Book

The same docket book and associated tabs within the book will be used at both meetings.
Agenda
The Florida State University Board of Trustees
211 Westcott Building and Conference Call
[ "Meet Me" Conference Telephone Number 850/644-2255 ]
July 2, 2002

1. Call to Order, Roll Call and Welcome (5 minutes)
   John E. Thrasher, Chair

2. Minutes (5 minutes)       [Action Item] .................................................................Tab 1
   May 10, 2002

3. Comments of the Chair of the Board of Trustees (5 minutes)
   John E. Thrasher, Chair

4. President’s Report (5 minutes)
   Talbot D’Alemberte, President

5. Comments, Faculty Senate (5 minutes)
   Dr. Valliere Richard Auzenne, President

6. Report from Standing and Ad Hoc Committees
   a. Finance and Administration, David B. Ford, Chair (65 minutes)
      [All are Action Items] .................................................................
      1. Mutual Aid Agreement Between Florida State University
         and the State of Florida, Department of Community Affairs
         Tab 2
      2. FY 2002-2003 Use of Local Initiatives Funds
         Tab 3
      3. FY 2002-2003 Optional Tuition Policy and Emergency Rule
         Tab 4
      4. FY 2002-2003 Tuition Waiver Policy
         Tab 5
      5. FY 2003-2004 Legislative Budget Request
         Tab 6
      6. FY 2002-2003 Allocation of Fixed Capital Outlay (FCO) Funds
         Tab 7
      7. FY 2003-2004 Fixed Capital Outlay (FCO) Budget Request
         Tab 8
      8. Cybermark, Inc. Litigation
         Tab 9

7. New Business (5 minutes)

8. Closing Remarks and Adjourn (5 minutes)
Agenda
The Florida State University Board of Trustees
Finance and Administration Committee
214D Westcott Building and Conference Call
[ "Meet Me" Conference Telephone Number 850/644-2255 ]
June 28, 2002

1. Call to Order, Roll Call and Welcome
   David B. Ford, Chair

2. Comments of the Chair of the Board of Trustees Finance and
   Administration Subcommittee
   David B. Ford, Chair

3. Mutual Aid Agreement Between Florida State University
   and the State of Florida, Department of Community Affairs
   Tab 2

4. FY 2002-2003 Use of Local Initiatives Funds
   Tab 3

5. FY 2002-2003 Optional Tuition Policy and Emergency Rule
   Tab 4

6. FY 2002-2003 Tuition Waiver Policy
   Tab 5

7. FY 2003-2004 Legislative Budget Request
   Tab 6

8. FY 2002-2003 Allocation of Fixed Capital Outlay (FCO) Funds
   Tab 7

9. FY 2003-2004 Fixed Capital Outlay (FCO) Budget Request
   Tab 8

11. Cybermark, Inc. Litigation
    Tab 9

12. New Business

13. Closing Remarks and Adjourn
ITEM: 2

BOARD OF TRUSTEES
July 2, 2002

SUBJECT: Minutes

PROPOSED BOARD ACTION

Approval of Minutes of Meeting held on May 10, 2002

BACKGROUND INFORMATION

Board members will review and approve the minutes of the meeting held on May 10, 2002 at the Union Ballroom.

Supporting Documentation Included: Minutes: May 10, 2002
Other Support Documents Available:

Contact: President Talbot D’Alembert Phone: 644-1089

Members Excused: Duda

Chairman Thrasher convened the meeting of The Florida State University Board of Trustees at 8:30 a.m., on May 10, 2002.

The minutes from both the April 15, 2002, and the March 18, 2002, meeting of the Board of Trustees were approved on a motion from Trustee Hinkle and a second from Trustee Ford.

The Chair commented that the Florida Legislature passed the School Code Rewrite that provides additional responsibilities to university boards of trustees. The Chair thanked the trustees on the Legislative Committee for their efforts in lobbying the legislature on behalf of the university.

The Chair remarked that Professor Kirby Kemper, chair of the physics department, has been named FSU’s Robert O. Lawton Distinguished Professor for 2002-03 for excellence in teaching, research, and service.

The Chair indicated that the university is hosting the 2002 ACC Women’s Softball Championship from May 10-12.

The Chair indicated that the number of students who applied for spring graduation was 4,100, the largest number in the history of the university.

The Chair commented that Trustee Marshall was recovering from knee replacement surgery. The Chair also indicated that Trustee Marshall was attending the Friedman Award Ceremony in Washington, D.C., and will be inducted into his high school’s hall of fame.

The Chair recognized President D’Alemberte for his comments. President D’Alemberte remarked that the National Science Board honored Trustee Bloch with its highest award for scientific achievement and statesmanship. In addition, President D’Alemberte indicated that the FSU Career Center launched the Career Portfolio, a web-based career development tool to help graduates and current students record their educational and professional skills.

President D’Alemberte also indicated that the Liaison Committee on Medical Education has offered to work with the university on an accelerated schedule for initial
provisional accreditation. President D’Alemberte distributed the letter to Carol Griffiths relating to our students’ ability to obtain federal financial aid and also the letter to Dr. Frank Simon dated April 15, 2002.

President D’Alemberte mentioned that Dr. Jack Crow had announced that he was stepping down from the daily oversight of the National High Magnetic Laboratory, but that Dr. Crow would continue to serve the university as a faculty member. A search committee has been organized to determine his replacement.

President D’Alemberte also commented that the Pensacola Street bridge was officially closed earlier this week as part of the final phase of a road building project that will bring areas of the campus closer together.

The Chair recognized Dr. Karen Laughlin for an introduction to the next faculty senate president. Dr. Laughlin introduced Dr. Vall Richard Auzenne who is the current faculty senate president. Dr. Auzenne commented that the faculty continued to be interested in the education governance reorganization and thanked the Board for allowing faculty participation in the committee process.

The Chair recognized Trustee Ford for a report on the activities of the Finance and Administration Committee. Trustee Ford indicated that the committee was recommending to the Board a tentative operating budget for 2002-03 and related releases. John Carnaghi and Ralph Alvarez provided an overview of the budget process. Trustee Ford moved that the Board of Trustees approve a tentative 2002-03 operating budget for the July 1, 2002, to June 30, 2003, fiscal year for appropriated and nonappropriated funds and approve the President to make subsequent changes to the budget, as needed, including the changes between the tentative budget and the budget to be submitted to the Florida Board of Education by August 15, 2002, and other changes during the fiscal year. Trustee McGee seconded the motion. The Board adopted the motion unanimously.

Trustee Ford commented that the Finance and Administration Committee was also recommending to the Board an item relating to the sublease of Lake Bradford Road property to the City of Tallahassee. Trustee Ford moved that the Board of Trustees authorize the President to inform the Florida Board of Education that the FSU Board of Trustees approve of the subleasing of the property on Lake Bradford Road known as the Regional Stormwater Facility to the City of Tallahassee. Trustee Haggard seconded the motion. The Board adopted the motion unanimously.

Trustee Ford indicated that the Finance and Administration Committee also recommended to the Board an item relating to the sublease of Ocala Road Property. Trustee Ford moved that the Board authorize the President to inform the Florida Board of Education that the FSU Board of Trustees approves of the subleasing of 37.5 acres on Ocala Road to the Leon County Educational Facilities Authority for the purpose of constructing and operating a student housing complex for FSU students. Trustee Haggard seconded the motion. Trustee Knowles disclosed that he did work with the bond finance xxxx in his professional capacity. The Board adopted the motion unanimously.
Trustee Ford indicated that an item was brought to the attention of the Finance and Administration Committee that related to a local mitigation strategy grant application. The committee was recommending the approval of the grant application to the full Board of Trustees. Trustee Ford moved that the item be included on the full Board agenda for consideration. Trustee Hinkle seconded the motion. The Board adopted the motion unanimously. Trustee Ford moved that the Board approve the local mitigation strategy grant application and request that the President forward the application to the Florida Department of Community Affairs for their consideration. Trustee Hinkle seconded the motion. The Board adopted the motion unanimously.

The Chair recognized Trustee Knowles for his report of the Audit Committee. Trustee Knowles indicated that the committee discussed two legislative audits, including one relating to over awards of financial assistance to students and one item relating internal controls concerning minor construction projects. In addition, the committee discussed the NCAA Audit. Trustee Knowles commented that the structure of the committee was such that those who were being audited were participants on the committee. The Chair indicated that he would have further conversations with Trustee Knowles and President D’Alemberte regarding the structure of the committee.

Trustee Hinkle reported on the work of the Legislative Committee and the Florida Legislature, including the progress on the school code rewrite passed last week and the state budget which was currently being discussed. Trustee Hinkle provided a summary of the major components of the school code rewrite and the major differences between the House and Senate budget bills.

The Chair recognized Trustee Marshall for some comments on the committee’s work. Trustee Marshall indicated that the committee met via conference call on May 8 and also on May 9 to continue their discussions. Trustee Marshall also indicated that the members of the Planning Committee were interested in the feasibility of a self-evaluation of the Board.

The Chair recognized Trustee McGee for a report on the activities of the Planning Committee. Trustee McGee explained that the Planning Committee voted to delay their recommendations regarding a BOT Planning Schedule that delineated items to be forwarded to the Board for their information and approval. In addition, the Planning Committee decided to slow their work on the university strategic plan until the developments at the state level were clearer. Trustee McGee indicated that the Planning Committee was recommending to the full Board the presidential evaluation criteria. Trustee Uhlfelder asked whether quantitative measures such as the effectiveness of student learning, results of licensure examinations, graduation rates, and faculty and student evaluation should be included in the criteria. Trustee McGee moved the adoption of the presidential evaluation criteria and schedule as recommended by the Planning Committee. Trustee Hinkle seconded the motion. The Board adopted the motion unanimously.

The Chair recognized Trustee Uhlfelder for a report of the Student Judicial Process Committee. Trustee Uhlfelder commented that his committee discussed the current process and honor court violations. Trustee Uhlfelder remarked that the committee had input from students and faculty.
The Chair reported on the progress of the Engineering Committee. The Chair remarked that there was a meeting with some of the FAMU trustees on March 20, and that the current Memorandum of Agreement was being revised. He indicated that the Joint Management Council composed of the two presidents, two provosts, and two vice presidents for administration are scheduled to meet on May 29 to discuss the proposed revisions. The Chair indicated that the JMC will forward their recommendations to the FAMU-FSU College of Engineering Task Force for review and approval. He also commented that President Lewis has advised that FAMU has hired a consultant to advise the university.

The Chair recognized Provost Abele for an updated related to the College-Level Placement Examination and the current status of legislative discussions regarding the issue.

The Chair recognized Provost Abele for a discussion of tenure nominations. Provost Abele explained the university tenure process. Trustee McGee moved that the Board approve granting tenure to the nominees identified in the meeting material and request that the President forward the names to the Florida Board of Education. Trustee Hinkle seconded the motion. The Board adopted the motion unanimously.

The Chair recognized President D’Alemberte for an update regarding medical school accreditation. President D’Alemberte commented on the expedited review and asked Dr. Myra Hurt to address the Board. The Chair recognized Dr. Hurt for an explanation of the progress on the standards relating to curricular management and the sufficiency of the faculty.

The Chair recognized Mike Cramer for an update on the review of the Chancellor’s Memoranda and the rule making process. Mr. Cramer explained the internal review of the Chancellor’s Memoranda and the general process used to promulgate rules.

The Chair recognized Mr. Carey Drayton, Chief of Police, for a discussion of campus security and accreditation.

The Chair recognized Dr. Ray Bye, Vice President for Research, for a presentation concerning university research activities.

The Chair deferred Captain Winston Scott’s presentation relating to student affairs until the next meeting of the Board.

The Chair adjourned the meeting at 12:15 p.m.
BOARD OF TRUSTEES
July 2, 2002

SUBJECT: Approval of the Mutual Aid Agreement between Florida State University and the State of Florida, Department of Community Affairs

PROPOSED BOARD ACTION

Approve the Mutual Aid Agreement between Florida State University and the Florida Department of Community Affairs.

BACKGROUND INFORMATION

The Florida Department of Community Affairs, Division of Emergency Management, is tasked by Florida Statute 252.35 to coordinate the provision of resources and services during times of disaster to state entities, local entities, regional entities, special districts and educational districts including school boards, community colleges and universities. The Division of Emergency Management achieves this coordinated effort through a Statewide Mutual Aid Agreement with participating parties from these entities and districts.

This Agreement constitutes the basis of the Florida Comprehensive Emergency Management Plan that was promulgated after Hurricane Andrew. It is intended to expedite the provision of resources and services to the public during disasters. It was originally open only to counties and municipalities, but was expanded in July of 2000 to include independent special districts and educational districts including universities.

Florida State University has been asked by the Division of Emergency Management to enter into this statewide agreement to ensure there is a mechanism in place when we need disaster assistance or when we are asked to provide assistance to another participating party during a disaster. Signing this agreement does not obligate Florida State University to provide resources, but it does ensure our ability to quickly obtain needed resources and services during times of disaster.

Benefits to Florida State University are:

1. Ensures expeditious provision of emergency aid to FSU during times of disaster.
2. Describes the responsibilities of the parties providing assistance to FSU and the responsibilities FSU to participating parties during times of disaster.
3. Stipulates the procedures for reimbursement of the parties who provide assistance during times of disaster.
4. Describes the costs to FSU and participating parties of reimbursements available from the State and federal government. These reimbursements are most probably not available to FSU unless we enter into the agreement.
5. Describes the type and levels of insurance coverage required of parties who enter into this agreement.
6. In no way binds FSU to provide resources or services if such provision is not in FSU's best interest during times of disaster.

Possible drawbacks:
Some at FSU have expressed concern that entering into this Statewide Mutual Aid Agreement may pose a hardship on the University because we may be called on to provide resources and services to participating parties on a regular basis, thus interfering with our ability to provide the best possible services to our students.

However, during a disaster, our students are vulnerable unless we are able to quickly respond to their physical, medical and emotional needs. Assuring that all possible in-house and outsourced resources and services are provided to them is in their best interest. The Statewide Mutual Aid Agreement gives FSU that assurance.

Supporting Documentation Included: Statewide Mutual Aid Agreement signed by Vice President John Carnaghi on April 3, 2002.

Other Support Documents Available: Summary of approval status by other State universities.

Contact: Senior Vice President John Carnaghi Phone: 644-4444
January 17, 2002

Mr. Talbot "Sandy" D’Alemberte
President
Florida State University
211 Westcott Building
Tallahassee, Florida 32306

Dear Mr. D’Alemberte:

The Division of Emergency Management is requesting your participation in the Statewide Mutual Aid Agreement. This agreement, originally open only to counties and municipalities, was expanded in July of 2000 to include independent special districts and educational districts. The agreement maximizes the coordination of resources within the State and ensures more timely reimbursement. It is the best way to supplement emergency assistance to protect the health and safety of the residents within an impacted area and is a cost effective way to obtain resources quickly.

Enclosed is a copy of the agreement for your review and consideration. Signing this agreement does not obligate your institution to provide resources; however, it does ensure there is a mechanism in place were you to need assistance or provide assistance to another participating party. If you decide to participate, I will need the following documentation to execute the agreement:

1. Original signatures on page 22 of the agreement.
2. Form A (page 23 of the agreement).
3. A Certificate of Liability Insurance or other evidence of insurance coverage.
4. A resolution or meeting minutes from the board showing approval/adoptions of the agreement.

If you have any questions regarding this agreement or need assistance in any way, please contact me at (850) 413-9974 or wendy.stewart@dca.state.fl.us.

Sincerely,

[Signature]

Wendy M. Stewart, Coordinator
Statewide Mutual Aid Program
July 31, 2000

STATEWIDE MUTUAL AID AGREEMENT

This Agreement between the DEPARTMENT OF COMMUNITY AFFAIRS, State of Florida (the "Department"), and all the local governments signing this Agreement (the "Participating Parties") is based on the existence of the following conditions:

A. The State of Florida is vulnerable to a wide range of disasters that are likely to cause the disruption of essential services and the destruction of the infrastructure needed to deliver those services.

B. Such disasters are likely to exceed the capability of any one local government to cope with the disaster with existing resources.

C. Such disasters may also give rise to unusual technical needs that the local government may be unable to meet with existing resources, but that other local governments may be able to offer.

D. The Emergency Management Act, as amended, gives the local governments of the State the authority to make agreements for mutual assistance in emergencies, and through such agreements to ensure the timely reimbursement of costs incurred by the local governments which render such assistance.

E. Under the Act the Department, through its Division of Emergency Management (the "Division"), has authority to coordinate assistance between local governments during emergencies and to concentrate available resources where needed.
F. The existence in the State of Florida of special districts, educational districts, and other regional and local governmental entities with special functions may make additional resources available for use in emergencies.

Based on the existence of the foregoing conditions, the parties agree to the following:

ARTICLE I. Definitions. As used in this Agreement, the following expressions shall have the following meanings:

A. The “Agreement” is this Agreement, which also may be called the Statewide Mutual Aid Agreement.

B. The “Participating Parties” to this Agreement are the Department and any and all special districts, educational districts, and other local and regional governments signing this Agreement.

C. The “Department” is the Department of Community Affairs, State of Florida.

D. The “Division” is the Division of Emergency Management of the Department.

E. The “Requesting Parties” to this Agreement are Participating Parties who request assistance in a disaster.

F. The “Assisting Parties” to this Agreement are Participating Parties who render assistance in a disaster to a Requesting Party.
G. The “State Emergency Operations Center” is the facility designated by the State Coordinating Officer for use as his or her headquarters during a disaster.


I. The “State Coordinating Officer” is the official whom the Governor designates by Executive Order to act for the Governor in responding to a disaster, and to exercise the powers of the Governor in accordance with the Executive Order and the Comprehensive Emergency Management Plan.

J. The “Period of Assistance” is the time during which any Assisting Party renders assistance to any Requesting Party in a disaster, and shall include both the time necessary for the resources and personnel of the Assisting Party to travel to the place specified by the Requesting Party and the time necessary to return them to their place of origin or to the headquarters of the Assisting Party.

K. A “special district” is any local or regional governmental entity which is an independent special district within the meaning of § 189.403(1), Fla. Stat. (1999), regardless of whether established by local, special, or general act, or by rule, ordinance, resolution, or interlocal agreement.

L. An “educational district” is any School District within the meaning of § 230.01,

M. An "interlocal agreement" is any agreement between local governments within the meaning of § 163.01(3)(a), Fla. Stat. (1999).

N. A "local government" is any educational district and any entity that is a "local governmental entity" within the meaning of § 11.45(1)(d), Fla. Stat. (1999).

O. Any expressions not assigned definitions elsewhere in this Agreement shall have the definitions assigned them by the Emergency Management Act, as amended.

ARTICLE II. Applicability of the Agreement. A Participating Party may request assistance under this Agreement only for a major or catastrophic disaster. If the Participating Party has no other mutual aid agreement that covers a minor disaster, it may also invoke assistance under this Agreement for a minor disaster.

ARTICLE III. Invocation of the Agreement. In the event of a disaster or threatened disaster, a Participating Party may invoke assistance under this Agreement by requesting it from any other Participating Party or from the Department if, in the judgment of the Requesting Party, its own resources are inadequate to meet the disaster.

A. Any request for assistance under this Agreement may be oral, but within five (5) days must be confirmed in writing by the Director of Emergency Management for the County
of the Requesting Party, unless the State Emergency Operations Center has been activated in response to the disaster for which assistance is requested.

B. All requests for assistance under this Agreement shall be transmitted by the Director of Emergency Management for the County of the Requesting Party to either the Division or to another Participating Party. If the Requesting Party transmits its request for Assistance directly to a Participating Party other than the Department, the Requesting Party and Assisting Party shall keep the Division advised of their activities.

C. If any requests for assistance under this Agreement are submitted to the Division, the Division shall relay the request to such other Participating Parties as it may deem appropriate, and shall coordinate the activities of the Assisting Parties so as to ensure timely assistance to the Requesting Party. All such activities shall be carried out in accordance with the Comprehensive Emergency Management Plan.

D. Notwithstanding anything to the contrary elsewhere in this Agreement, nothing in this Agreement shall be construed to allocate liability for the costs of personnel, equipment, supplies, services and other resources that are staged by the Department or by other agencies of the State of Florida for use in responding to a disaster pending the assignment of such personnel, equipment, supplies, services and other resources to a mission. The documentation, payment, repayment, and reimbursement of all such costs shall be rendered in
accordance with the Comprehensive Emergency Management Plan.

ARTICLE IV. Responsibilities of Requesting Parties. To the extent practicable, all Requesting Parties seeking assistance under this Agreement shall provide the following information to the Division and the other Participating Parties. In providing such information, the Requesting Party may use Form B attached to this Agreement, and the completion of Form B by the Requesting Party shall be deemed sufficient to meet the requirements of this Article:

A. A description of the damage sustained or threatened;

B. An identification of the specific Emergency Support Function or Functions for which such assistance is needed;

C. A description of the specific type of assistance needed within each Emergency Support Function;

D. A description of the types of personnel, equipment, services, and supplies needed for each specific type of assistance, with an estimate of the time each will be needed;

E. A description of any public infrastructure for which assistance will be needed;

F. A description of any sites or structures outside the territorial jurisdiction of the Requesting Party needed as centers to stage incoming personnel, equipment, supplies, services, or other resources;
G. The place, date and time for personnel of the Requesting Party to meet and receive the personnel and equipment of the Assisting Party; and

H. A technical description of any communications or telecommunications equipment needed to ensure timely communications between the Requesting Party and any Assisting Parties.

ARTICLE V. Responsibilities of Assisting Parties. Each Participating Party shall render assistance under this Agreement to any Requesting Party to the extent practicable given its personnel, equipment, resources and capabilities. If a Participating Party which has received a request for assistance under this Agreement determines that it has the capacity to render some or all of such assistance, it shall provide the following information to the Requesting Party and shall transmit it without delay to the Requesting Party and the Division. In providing such information, the Assisting Party may use Form C attached to this Agreement, and the completion of Form C by the Assisting Party shall be deemed sufficient to meet the requirements of this Article:

A. A description of the personnel, equipment, supplies and services it has available, together with a description of the qualifications of any skilled personnel;

B. An estimate of the time such personnel, equipment, supplies, and services will continue to be available;
C. An estimate of the time it will take to deliver such personnel, equipment, supplies, and services at the date, time and place specified by the Requesting Party;

D. A technical description of any communications and telecommunications equipment available for timely communications with the Requesting Party and other Assisting Parties; and

E. The names of all personnel whom the Assisting Party designates as Supervisors.

ARTICLE VI. Rendition of Assistance. After the Assisting Party has delivered its personnel, equipment, supplies, services, or other resources to the place specified by the Requesting Party, the Requesting Party shall give specific assignments to the Supervisors of the Assisting Party, who shall be responsible for directing the performance of these assignments. The Assisting Party shall have authority to direct the manner in which the assignments are performed. In the event of an emergency that affects the Assisting Party, all personnel, equipment, supplies, services and other resources of the Assisting Party shall be subject to recall by the Assisting Party upon not less than five (5) days notice or, if such notice is impracticable, as much notice as is practicable under the circumstances.

A. For operations at the scene of catastrophic and major disasters, the Assisting Party shall to the fullest extent practicable give its personnel and other resources sufficient equipment and supplies to make them self-sufficient for food, shelter, and operations unless the Requesting Party has specified the contrary. For minor disasters, the Requesting Party shall
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be responsible to provide food and shelter for the personnel of the Assisting Party unless the Requesting Party has specified the contrary. In its request for assistance the Requesting Party may specify that Assisting Parties send only self-sufficient personnel or self-sufficient resources.

B. Unless the Requesting Party has specified the contrary, the Requesting Party shall to the fullest extent practicable coordinate all communications between its personnel and those of any Assisting Parties, and shall determine all frequencies and other technical specifications for all communications and telecommunications equipment to be used.

C. Personnel of the Assisting Party who render assistance under this Agreement shall receive their usual wages, salaries and other compensation, and shall have all the duties, responsibilities, immunities, rights, interests and privileges incident to their usual employment.

ARTICLE VII. Procedures for Reimbursement. Unless the Department or the Assisting Party, as the case may be, state the contrary in writing, the ultimate responsibility for the reimbursement of costs incurred under this Agreement shall rest with the Requesting Party, subject to the following conditions and exceptions:

A. The Department shall pay the costs incurred by an Assisting Party in responding to a request that the Department initiates on its own, and not for another Requesting Party, upon being billed by that Assisting Party in accordance with this Agreement.
B. An Assisting Party shall bill the Department or other Requesting Party as soon as practicable, but not later than thirty (30) days after the Period of Assistance has closed. Upon the request of any of the concerned Participating Parties, the State Coordinating Officer may extend this deadline for cause.

C. If the Department or the Requesting Party, as the case may be, protests any bill or item on a bill from an Assisting Party, it shall do so in writing as soon as practicable, but in no event later than thirty (30) days after the bill is received. Failure to protest any bill or billed item in writing within thirty (30) days shall constitute agreement to the bill and the items on the bill.

D. If the Department protests any bill or item on a bill from an Assisting Party, the Assisting Party shall have thirty (30) days from the date of protest to present the bill or item to the original Requesting Party for payment, subject to any protest by the Requesting Party.

E. If the Assisting Party cannot agree with the Department or the Requesting Party, as the case may be, to the settlement of any protested bill or billed item, the Department, the Assisting Party, or the Requesting Party may elect binding arbitration to determine its liability for the protested bill or billed item in accordance with Section F of this Article.

F. If the Department or a Participating Party elects binding arbitration, it may select as an arbitrator any elected official of another Participating Party or any other official of an-
other Participating Party whose normal duties include emergency management, and the other Participating Party shall also select such an official as an arbitrator, and the arbitrators thus chosen shall select another such official as a third arbitrator.

G. The three (3) arbitrators shall convene by teleconference or videoconference within thirty (30) days to consider any documents and any statements or arguments by the Department, the Requesting Party, or the Assisting Party concerning the protest, and shall render a decision in writing not later than ten (10) days after the close of the hearing. The decision of a majority of the arbitrators shall bind the parties, and shall be final.

H. If the Requesting Party has not forwarded a request through the Department, or if an Assisting Party has rendered assistance without being requested to do so by the Department, the Department shall not be liable for the costs of any such assistance. All requests to the Federal Emergency Management Agency for the reimbursement of costs incurred by any Participating Party shall be made by and through the Department.

I. If the Federal Emergency Management Agency denies any request for reimbursement of costs which the Department has already advanced to an Assisting Party, the Assisting Party shall repay such costs to the Department, but the Department may waive such repayment for cause.
ARTICLE VIII. Costs Eligible for Reimbursement. The costs incurred by the Assisting Party under this Agreement shall be reimbursed as needed to make the Assisting Party whole to the fullest extent practicable.

A. Employees of the Assisting Party who render assistance under this Agreement shall be entitled to receive from the Assisting Party all their usual wages, salaries, and any and all other compensation for mobilization, hours worked, and demobilization. Such compensation shall include any and all contributions for insurance and retirement, and such employees shall continue to accumulate seniority at the usual rate. As between the employees and the Assisting Party, the employees shall have all the duties, responsibilities, immunities, rights, interests and privileges incident to their usual employment. The Requesting Party shall reimburse the Assisting Party for these costs of employment.

B. The costs of equipment supplied by the Assisting Party shall be reimbursed at the rental rate established for like equipment by the regulations of the Federal Emergency Management Agency, or at any other rental rate agreed to by the Requesting Party. The Assisting Party shall pay for fuels, other consumable supplies, and repairs to its equipment as needed to keep the equipment in a state of operational readiness. Rent for the equipment shall be deemed to include the cost of fuel and other consumable supplies, maintenance, service, repairs, and ordinary wear and tear. With the consent of the Assisting Party, the Requesting
Party may provide fuels, consumable supplies, maintenance, and repair services for such equipment at the site. In that event, the Requesting Party may deduct the actual costs of such fuels, consumable supplies, maintenance, and services from the total costs otherwise payable to the Assisting Party. If the equipment is damaged while in use under this Agreement and the Assisting Party receives payment for such damage under any contract of insurance, the Requesting Party may deduct such payment from any item or items billed by the Assisting Party for any of the costs for such damage that may otherwise be payable.

C. The Requesting Party shall pay the total costs for the use and consumption of any and all consumable supplies delivered by the Assisting Party for the Requesting Party under this Agreement. In the case of perishable supplies, consumption shall be deemed to include normal deterioration, spoilage and damage notwithstanding the exercise of reasonable care in its storage and use. Supplies remaining unused shall be returned to the Assisting Party in usable condition upon the close of the Period of Assistance, and the Requesting Party may deduct the cost of such returned supplies from the total costs billed by the Assisting Party for such supplies. If the Assisting Party agrees, the Requesting Party may also replace any and all used consumable supplies with like supplies in usable condition and of like grade, quality and quantity within the time allowed for reimbursement under this Agreement.
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D. The Assisting Party shall keep records to document all assistance rendered under this Agreement. Such records shall present information sufficient to meet the audit requirements specified in the regulations of the Federal Emergency Management Agency and applicable circulars issued by the Office of Management and Budget. Upon reasonable notice, the Assisting Party shall make its records available to the Department and the Requesting Party for inspection or duplication between 8:00 a.m. and 5:00 p.m. on all weekdays other than official holidays.

ARTICLE IX. Insurance. Each Participating Party shall determine for itself what insurance to procure, if any. With the exceptions in this Article, nothing in this Agreement shall be construed to require any Participating Party to procure insurance.

A. Each Participating Party shall procure employers’ insurance meeting the requirements of the Workers’ Compensation Act, as amended, affording coverage for any of its employees who may be injured while performing any activities under the authority of this Agreement, and shall file with the Division a certificate issued by the insurer attesting to such coverage.

B. Any Participating Party that elects additional insurance affording liability coverage for any activities that may be performed under the authority of this Agreement shall file with the Division a certificate issued by the insurer attesting to such coverage.
C. Any Participating Party that is self-insured with respect to any line or lines of insurance shall file with the Division copies of all resolutions in current effect reflecting its determination to act as a self-insurer.

D. Subject to the limits of such liability insurance as any Participating Party may elect to procure, nothing in this Agreement shall be construed to waive, in whole or in part, any immunity any Participating Party may have in any judicial or quasi-judicial proceeding.

E. Each Participating Party which renders assistance under this Agreement shall be deemed to stand in the relation of an independent contractor to all other Participating Parties, and shall not be deemed to be the agent of any other Participating Party.

F. Nothing in this Agreement shall be construed to relieve any Participating Party of liability for its own conduct and that of its employees.

G. Nothing in this Agreement shall be construed to obligate any Participating Party to indemnify any other Participating Party from liability to third parties.

ARTICLE X. General Requirements. Notwithstanding anything to the contrary elsewhere in this Agreement, all Participating Parties shall be subject to the following requirements in the performance of this Agreement:

A. To the extent that assistance under this Agreement is funded by State funds, the obligation of any statewide instrumentality of the State of Florida to reimburse any Assisting
July 31, 2000

Party under this Agreement is contingent upon an annual appropriation by the Legislature.

B. All bills for reimbursement under this Agreement from State funds shall be submitted in detail sufficient for a proper preaudit and post audit thereof. To the extent that such bills represent costs incurred for travel, such bills shall be submitted in accordance with applicable requirements for the reimbursement of state employees for travel costs.

C. All Participating Parties shall allow public access to all documents, papers, letters or other materials subject to the requirements of the Public Records Act, as amended, and made or received by any Participating Party in conjunction with this Agreement.

D. No Participating Party may hire employees in violation of the employment restrictions in the Immigration and Nationality Act, as amended.

E. No costs reimbursed under this Agreement may be used directly or indirectly to influence legislation or any other official action by the Legislature of the State of Florida or any of its agencies.

F. Any communication to the Department or the Division under this Agreement shall be sent to the Director, Division of Emergency Management, Department of Community Affairs, Sadowski Building, 2555 Shumard Oak Boulevard, Tallahassee, Florida 32399-2100. Any communication to any other Participating Party shall be sent to the official or officials specified by that Participating Party on Form A attached to this Agreement. For the
July 31, 2000

purpose of this Section, any such communication may be sent by the U.S. Mail, may be sent by the InterNet, or may be faxed.

ARTICLE XI. Effect of Agreement. Upon its execution by a Participating Party, this Agreement shall have the following effect with respect to that Participating Party:

A. The execution of this Agreement by any Participating Party which is a signatory to the Statewide Mutual Aid Agreement of 1994 shall terminate the rights, interests, duties, and responsibilities and obligations of that Participating Party under that agreement, but such termination shall not affect the liability of the Participating Party for the reimbursement of any costs due under that agreement, regardless of whether billed or unbilled.

B. The execution of this Agreement by any Participating Party which is a signatory to the Public Works Mutual Aid Agreement shall terminate the rights, interests, duties, responsibilities and obligations of that Participating Party under that agreement, but such termination shall not affect the liability of the Participating Party for the reimbursement of any costs due under that agreement, regardless of whether billed or unbilled.

C. Upon the activation of this Agreement by the Requesting Party, this Agreement shall supersede any other existing agreement between it and any Assisting Party to the extent that the former may be inconsistent with the latter.
D. Unless superseded by the execution of this Agreement in accordance with Section A of this Article, the Statewide Mutual Aid Agreement of 1994 shall terminate and cease to have legal existence after June 30, 2001.

E. Upon its execution by any Participating Party, this Agreement will continue in effect for one (1) year from its date of execution by that Participating Party, and it shall be automatically renewed one (1) year after its execution unless within sixty (60) days before that date the Participating Party notifies the Department in writing of its intent to withdraw from the Agreement.

F. The Department shall transmit any amendment to this Agreement by sending the amendment to all Participating Parties not later than five (5) days after its execution by the Department. Such amendment shall take effect not later than sixty (60) days after the date of its execution by the Department, and shall then be binding on all Participating Parties. Notwithstanding the preceding sentence, any Participating Party who objects to the amendment may withdraw from the Agreement by notifying the Department in writing of its intent to do so within that time in accordance with Section E of this Article.

ARTICLE XII. Interpretation and Application of Agreement. The interpretation and application of this Agreement shall be governed by the following conditions:

A. The obligations and conditions resting upon the Participating Parties under this
July 31, 2000

Agreement are not independent, but dependent.

B. Time shall be of the essence of this Agreement, and of the performance of all conditions, obligations, duties, responsibilities and promises under it.

C. This Agreement states all the conditions, obligations, duties, responsibilities and promises of the Participating Parties with respect to the subject of this Agreement, and there are no conditions, obligations, duties, responsibilities or promises other than those expressed in this Agreement.

D. If any sentence, clause, phrase, or other portion of this Agreement is ruled unenforceable or invalid, every other sentence, clause, phrase or other portion of the Agreement shall remain in full force and effect, it being the intent of the Department and the other Participating Parties that every portion of the Agreement shall be severable from every other portion to the fullest extent practicable.

E. The waiver of any obligation or condition in this Agreement in any instance by a Participating Party shall not be construed as a waiver of that obligation or condition in the same instance, or of any other obligation or condition in that or any other instance.
IN WITNESS WHEREOF, the Participating Parties have duly executed this Agreement on
the date specified below:

DIVISION OF EMERGENCY MANAGEMENT
DEPARTMENT OF COMMUNITY AFFAIRS
STATE OF FLORIDA

By: ___________________________
Director

Date: __________________________

ATTEST:
CLERK OF THE CIRCUIT COURT

By: ___________________________
Deputy Clerk

BOARD OF COUNTY COMMISSIONERS
OF ___________________ COUNTY
STATE OF FLORIDA

By: ___________________________
Chairman

Date: __________________________

Approved as to Form:

By: ___________________________
County Attorney
July 31, 2000

DIVISION OF EMERGENCY MANAGEMENT
DEPARTMENT OF COMMUNITY AFFAIRS
STATE OF FLORIDA

By: ________________________________ 
Director

Date: ______________________________

ATTEST:
CITY CLERK

By: ________________________________ 
Title: ______________________________

CITY OF ____________________________
STATE OF FLORIDA

By: ________________________________ 
Title: ______________________________

Date: ______________________________

Approved as to Form:

By: ________________________________ 
City Attorney

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July 31, 2000

DIVISION OF EMERGENCY MANAGEMENT
DEPARTMENT OF COMMUNITY AFFAIRS
STATE OF FLORIDA

By: ____________________________
Director

______________________________
DISTRICT,
STATE OF FLORIDA

By: ____________________________
Title: __________________________

Date: __________________________

By: ____________________________
Title: Senior Vice President for Finance & Administration

Date: 4/3/02

Approved as to Form:

By: ____________________________
Attorney for District

Date: __________________________

FSU
APPROVED
As To Form and Legality
By: ____________________________
Associate General Counsel for Finance and Administration

Date: __________________________
July 31, 2000

STATEWIDE MUTUAL AID AGREEMENT

FORM A

Date: February 18, 2002
Name of Government: Florida State University
Mailing Address: 211 Westcott Building
City, State, Zip: Tallahassee, Florida 32306

Authorized Representatives to Contact for Emergency Assistance:

Primary Representative
Name: Frances M. Harley
Title: Director, Environmental Health & Safety/University Emergency Coordination
Address: Florida State University, Dept. of Environmental Health & Safety

Day Phone: 850-644-7687   Night Phone: 850-442-6194   Tallahassee, FL 32306-410
Telecopier: 850-644-8842   InterNet: fharley@admin.fsu.edu/website/https://www.safety.fsu.edu

First Alternate Representative
Name: Tom Jacobson, Asst. Director, E.H.&S./Hazardous Materials ESF 8
Title: Florida State University, Dept. of Environmental Health & Safety
Address: Tallahassee, Florida 32306-4191

Day Phone: 850-644-8800   Night Phone: 850-668-4314
Telecopier: 850-644-8842   InterNet: tjacobson@admin.fsu.edu

Second Alternate Representative
Name: Chief Carey Drayton
Title: FSU Chief of Police ESF 11
Address: Florida State University Tallahassee, FL 32306-4215

Day Phone: 850-644-1240   Night Phone: 850-514-2102
Telecopier: 850-644-3205   InterNet: cdrayton@admin.fsu.edu

PLEASE UPDATE AS ELECTIONS OR APPOINTMENTS OCCUR
Return to: Department of Community Affairs-Division of Emergency Management
2535 Shumard Oak Boulevard - Tallahassee, Florida 32399-2100

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STATEWIDE MUTUAL AID AGREEMENT

Form B

Date: ________________________________

Name of Requesting Party: _________________________________________________________

Contact Official for Requesting Party:

Name: ________________________________

Telephone: _____________________________

InterNet: ______________________________

1. Description of Damage: _________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

2. Emergency Support Functions: ___________________________________________________

______________________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

3. Types of Assistance Needed: _____________________________________________________

______________________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________
STATEWIDE MUTUAL AID AGREEMENT

Form B

4. Types of Resources Needed:

5. Description of Infrastructure:

6. Description of Staging Facilities:

7. Description of Telecommunications Resources:
July 31, 2000

STATEWIDE MUTUAL AID AGREEMENT

Form B

8. Time, Place and Date to Deliver Resources:

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

9. Names of Supervisors for Requesting Party:

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________
July 31, 2000

STATEWIDE MUTUAL AID AGREEMENT

Form C

Date: ________________________________

Name of Assisting Party: ____________________________________________

Contact Official for Assisting Party:

  Name: ________________________________
  Telephone: ________________________________
  InterNet: ________________________________

1. Description of Resources: ________________________________________

   ______________________________________
   ______________________________________
   ______________________________________
   ______________________________________

2. Estimated Time Resources Available: ________________________________

   ______________________________________
   ______________________________________
   ______________________________________
   ______________________________________
July 31, 2000

STATEWIDE MUTUAL AID AGREEMENT

Form C

3. Estimated Time and Date to Deliver Resources:


4. Description of Telecommunications Resources:


5. Names of Supervisors for Assisting Party:


STATE RISK MANAGEMENT
TRUST FUND

CERTIFICATE OF COVERAGE

Policy Number: GL-00-0122
Name Insured: FLORIDA STATE UNIVERSITY

GENERAL LIABILITY

General Liability Coverage provided pursuant to Chapter 284, Part II, Section 768.28, Florida Statutes, and any rules promulgated thereunder.

Coverage Limits:
General Liability: $100,000.00 each person
                        $200,000.00 each occurrence

Inception Date: 7/1/01
Expiration Date: 7/1/02

Treasurer and Insurance Commissioner

DI-863
(REV. 3/01)
STATE RISK MANAGEMENT
TRUST FUND

CERTIFICATE OF COVERAGE

Policy Number: AL-00-0122

Name Insured: FLORIDA STATE UNIVERSITY

Automobile Liability Coverage provided pursuant to Chapter 284, Part II, Section 768.28, Florida Statutes, the Florida Vehicle No-Fault Law, and any rules promulgated thereunder.

Coverage Limits:

General Liability: $100,000.00 each person
                 $200,000.00 each occurrence

Personal Injury:  $10,000.00 each person
                 $10,000.00 each occurrence

Inception Date:  7/1/01
Expiration Date: 7/1/02

[Signature]
Treasurer and Insurance Commissioner

DH-864
(REV. 3/01)
STATE RISK MANAGEMENT
TRUST FUND

CERTIFICATE OF COVERAGE

Policy Number: WC-00-0122

STATE EMPLOYEE WORKERS' COMPENSATION and EMPLOYER'S LIABILITY

Name Insured: FLORIDA STATE UNIVERSITY

Coverage Limits:

Coverage A - Compensation coverage is provided to comply with the applicable State Workers' Compensation, Occupational Disease Laws and any rule promulgated thereunder.

Coverage B

$100,000.00 each person

$200,000.00 each occurrence

Inception Date: 7/1/01
Expiration Date: 7/1/02

[Signature]
Treasurer and Insurance Commissioner

D14-367
(REV. 3/01)
STATE RISK MANAGEMENT
TRUST FUND

CERTIFICATE OF COVERAGE

Policy Number: CA-00-0122

Name Insured: FLORIDA STATE UNIVERSITY

COURT AWARDED ATTORNEY FEES

Court Awarded Attorney Fees provided pursuant to Chapter 284, Part II, Section 768.28, Florida Statutes, and any rules promulgated thereunder.

Court Awarded Attorney Fees
Liability Unlimited each person

Unlimited each occurrence

Inception Date: 7/1/01
Expiration Date: 7/1/02

[Signature]
Treasurer and Insurance Commissioner

DI-862
(REV. 3/01)
STATE RISK MANAGEMENT
TRUST FUND

CERTIFICATE OF COVERAGE

Policy Number: FC-00-0122
FEDERAL CIVIL RIGHTS LIABILITY
and EMPLOYMENT DISCRIMINATION

Name Insured: FLORIDA STATE UNIVERSITY

Federal Civil Rights Liability Coverage provided pursuant to Chapter 284, Part II,
Section 768.28, Florida Statutes, and any rules promulgated thereunder.

Federal Civil Rights:
Liability: Unlimited each person
          Unlimited each occurrence

Inception Date: 7/1/01
Expiration Date: 7/1/02

[Treasurer and Insurance Commissioner's Signature]

D14-865
(REV. 3/01)
BOARD OF TRUSTEES  
July 2, 2002  

SUBJECT: FY 2002-2003 Use of Local Initiatives Funds  

PROPOSED BOARD ACTION  

Approve the use of FY 2002-2003 Local Initiative Funds of $5,218,712 in decreasing the student to faculty ratio on campus through hiring 60 additional faculty members.  

BACKGROUND INFORMATION  

For the past three years, the university has admitted an increasing number of FTIC students. These students are now moving into their junior and senior years. During their freshmen and sophomore years, they encountered faculty, graduate assistants and adjuncts as instructors in their courses. Now they require upper division courses, which should be taught by regular faculty members.  

The ratio of students to ranked faculty members this year was approximately 30 to 1. This has risen steadily from a ratio of 20 to 1 in the middle 1960's. The consequences of a high ratio are that students are in classes with larger numbers of students and receive less personal attention and feedback on their course work.  

The budget reductions of last year resulted in 80 faculty lines being returned to the state, making this use of the local initiative funding even more urgent.  

Funds will be targeted to units with high student demand and will allow for the hiring of at least 60 new faculty members at varying ranks. The net effect of these hires will be to allow for smaller class sizes, more personal attention to students through individualized instruction with the resulting increase in the quality of the education we provide to our students.  

Supporting Documentation Included:  
FY2002-2003 Operating Budget Overview; Recommendations for the Use of Local Initiative Funding  

Other Support Documents Available: n/a  

Contact: Dr. Larry Abele, Provost  
Phone: 644-1765
At its May 10, 2002 meeting, the Board of Trustees approved a tentative beginning Operating Budget for FY 2002-2003. It also approved allowing the President to make subsequent changes to the budget as needed, including the tentative budget and the budget to be submitted to the Florida Board of Education, and other changes during the fiscal year. (See Item 6a at Tab 2, May 9-10, 2002 Florida State University Board of Trustees.) The approved budget consists of appropriated and non-appropriated funds. The appropriated funds are: Educational and General (E&G), and Educational and General – Medical (E&G/Medical). The beginning approved Total E&G funds for FY 2002-2003 are:

<table>
<thead>
<tr>
<th>Budget Entity</th>
<th>Source</th>
<th>FY 2002-2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>Education &amp; General</td>
<td>General Revenue</td>
<td>$232,646,705</td>
</tr>
<tr>
<td></td>
<td>Lottery</td>
<td>$13,398,324</td>
</tr>
<tr>
<td></td>
<td>Student and Other Fees</td>
<td>$87,611,259</td>
</tr>
<tr>
<td></td>
<td>Ringling</td>
<td>$2,377,453</td>
</tr>
<tr>
<td></td>
<td>Subtotal</td>
<td>$336,033,741</td>
</tr>
<tr>
<td>College of Medicine</td>
<td>General Revenue</td>
<td>$14,620,790</td>
</tr>
<tr>
<td></td>
<td>Student and Other Fees</td>
<td>$305,045</td>
</tr>
<tr>
<td></td>
<td>Subtotal</td>
<td>$14,925,835</td>
</tr>
<tr>
<td>Total E&amp;G</td>
<td></td>
<td>$350,959,576</td>
</tr>
</tbody>
</table>

During special session E of the 2002 Legislature additional operating funds were appropriated to the university. Most, amounting to $23,562,679, does not require action of the Board in light of its previous direction to the President. However, the Board is required to act upon the use of $5,218,156 of Local Initiative funds allocated to the university. Further, it must set policy over the optional tuition rates provided by the Legislature. Optional tuition would raise funds in the range of $0 to $4,518,758. Optional tuition must be established through rule and, if the Board authorizes an increase, it must also approve an emergency rule in order to establish tuition in a timely fashion. Rulemaking typically takes 90 days or more to conclude.
Issues presented as information only – No action required from the Board of Trustees

Allocations for 2002-2003

<table>
<thead>
<tr>
<th>Budget Issue</th>
<th>Allocation</th>
</tr>
</thead>
<tbody>
<tr>
<td>FBOE/DCU Resource Share</td>
<td>$490,438</td>
</tr>
<tr>
<td>Enrollment</td>
<td>$10,502,352</td>
</tr>
<tr>
<td>Appropriated Tuition Increase</td>
<td>$6,058,896</td>
</tr>
<tr>
<td>Branches and Centers</td>
<td>$753,300</td>
</tr>
<tr>
<td>College of Medicine</td>
<td>$5,757,693</td>
</tr>
<tr>
<td><strong>Total E&amp;G</strong></td>
<td><strong>$23,562,679</strong></td>
</tr>
</tbody>
</table>

Uses

First priority will be given toward completing those recurring budget reductions imposed during 2002-2001 which had been paid from non-recurring funds last year.

Funds will be allocated in support of graduate education and technology enhancements on campus. Critical needs in Central Administration, Student Affairs, University Relations and Finance and Administration will be addressed.

Recurring funds in the amount of $1,000,000 will be allocated toward the ERP project and another $1,000,000 will be used to provide a recurring source for increased utility payments. An additional $2,000,000 will be placed in a reserve as a first step toward establishing a required fund balance.

Faculty positions will be established in the College of Engineering in support of the Power Engineering project, a priority of the Office of Research.

Funds allocated for Branches and Centers will be used on our Panama City campus to develop programs in Information Studies, Engineering and Computer Science.

Funds allocated for the College of Medicine are the expected roll-out amounts and will be used in continued development of the College, now extending to the staffing of clinical campuses.

Issues requiring action by the Board of Trustees
(See attached materials)

<table>
<thead>
<tr>
<th>Budget Issue</th>
<th>Allocation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Optional Tuition Increase</td>
<td>$4,518,758</td>
</tr>
<tr>
<td>Local Initiatives</td>
<td>$5,218,156</td>
</tr>
<tr>
<td><strong>Total E&amp;G</strong></td>
<td><strong>$9,736,914</strong></td>
</tr>
</tbody>
</table>
Recommendation for the Use of Local Initiative

Funding for 2002-2003 For Florida State University

This year the Legislature allocated $5,218,712 to Florida State University to be used for local initiatives. The university’s Board of Trustees must approve these local initiatives. The University recommends to the Board of Trustees that these fees be targeted toward hiring 60 additional faculty members.

Three years ago the university made a decision, in response to qualified student requests for admission, to increase the number of enrolled FTIC (First Time in College) students from about 3,000 to 6,000. These students are now moving into their Junior and Senior years. During their freshmen and sophomore years, they encountered faculty, some graduate assistants and adjuncts as instructors in their courses. Now they require upper division courses, which must be taught by full-time regular faculty members.

The ratio of students to ranked faculty members this year was approximately 30 to 1. This has risen steadily from a ratio of 20 to 1 in the middle 1960’s. The consequences of a high ratio are that students are in classes with larger numbers of students and receive less personal attention and feedback on their course work.

The budget reductions of last year resulted in 80 faculty lines being returned to the state, making this use of the local initiative funding even more urgent.

These faculty members will be focused in two areas:

1. In areas of high undergraduate demand where the faculty to student ration has increased significantly.

1. In research areas with both strong graduate student enrollment and high economic return; the latter term defined as available external research funding and the production of graduates in high-demand technical fields.
BOARD OF TRUSTEES
July 2, 2002

SUBJECT: FY 2002-2003 Optional Tuition Policy and Emergency Rule

PROPOSED BOARD ACTION

1. Approve increase in optional tuition to the full extent authorized by the legislature.

2. Approve adoption of an Emergency rule under the authority of s. 120-.54(4), Florida Statutes, establishing the student matriculation and non-resident fees for undergraduate, graduate, law and medicine beginning Fall, 2002. The Board finds the necessary emergency as provided in that section. The Board also authorizes the promulgation of the same rule through the regular adoption process.

3. Approve use of $4,518,758 in optional tuition funds for financial aid and tuition waivers to offset the impact of the increases on students, to recruit additional Frances Eppes Professors, to reward our best faculty members with named professorships and to address the needs of students for additional faculty, reducing class size and adding additional learning experiences, and to restore cuts to the library enacted by the legislature for 2002-2003 in the amounts listed in the supporting documentation.

BACKGROUND INFORMATION

The 2002 Florida legislature has authorized individual universities to establish optional tuition increases within specified legislatively mandated limits for FY 2002-003. The university's Board of Trustees must approve these increases before they can be implemented.

The tuition increase structure this year is a combination of mandated and optional increases and can be summarized as follows:

- The matriculation fee, paid by all students, at all levels, in-state or out-of-state was mandated to increase by 5%.
- An additional, optional 5% increase to the matriculation fee was authorized for graduate, law and medical students, but not for undergraduate students.
- The out-of-state fee, paid only by students who are not Florida residents, was mandated to increase by 10% for students at all levels.
- An additional, optional 10% increase to the out-of-state fee was authorized for students at all levels, undergraduate, graduate, law and medical.

The funds raised from tuition are allocated for use at the discretion of the Board of Trustees. The Secretary of the Florida Board of Trustees has suggested each university involve student representatives in decisions to impose and allocate optional tuition increases. On June 20, 2002, a committee composed of university officials and student representatives met and reviewed the recommendation proposed board action.

Customarily, new matriculation fees and non-resident fees for students in undergraduate, graduate, law and medicine have been promulgated in rule by the Board of Regents and its successor, the Florida Board of Education. Under the devolution of authority provided by the Florida Education Governance Reorganization Implementation Act, this responsibility now falls to the university Board of Trustees. In order to implement the new fees for the Fall, 2002 semester, an emergency rule, which is effective immediately, is needed. The emergency rule is only effective for ninety days; therefore, a parallel rule should be adopted using the normal promulgation process.

**Supporting Documentation Included:**
- Recommendation Regarding Optional Tuition Increases for FY2003-2003;
- Emergency Rule; Tuition Allocation Committee.

**Other Support Documents Available:**

**Contact:** Dr. Larry Abele, Provost  **Phone:** 644-1765
Florida State University
Recommendation on Optional Tuition Increases for 2003-2003

This year the Florida legislature has authorized individual universities to establish optional tuition increases within specified legislatively mandated limits. A university’s Board of Trustees must approve these increases before they can be implemented. This is the recommendation to the Florida State University Board of Trustees, submitted for its approval, for the optional tuition increases described in the paragraphs below.

The tuition increase structure this year is a combination of mandated and optional increases and can be summarized as follows:

- The matriculation fee, paid by all students, at all levels, in-state or out-of-state was mandated to increase by 5%.
- An additional, optional 5% increase to the matriculation fee was authorized for graduate, law and medical students, but not for undergraduate students.
- The out-of-state fee, paid only by students who are not Florida residents, was mandated to increase by 10% for students at all levels.
- An additional, optional 10% increase to the out-of-state fee was authorized for students at all levels, undergraduate, graduate, law and medical.

Florida State University seeks approval to increase optional tuition to the full extent authorized by the legislature.

The per-credit hour amount are given in the table below for undergraduate, graduate, law and medical students.

<table>
<thead>
<tr>
<th>Level</th>
<th>Current</th>
<th>Mandated</th>
<th>Optional</th>
<th>Current</th>
<th>Mandated</th>
<th>Optional</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lower</td>
<td>$55.67</td>
<td>$58.45</td>
<td>$58.45</td>
<td>$250.41</td>
<td>$275.45</td>
<td>$302.99</td>
</tr>
<tr>
<td>Upper</td>
<td>$55.67</td>
<td>$58.45</td>
<td>$58.45</td>
<td>$250.41</td>
<td>$275.45</td>
<td>$302.99</td>
</tr>
<tr>
<td>Graduate</td>
<td>$133.95</td>
<td>$140.64</td>
<td>$147.67</td>
<td>$387.78</td>
<td>$426.55</td>
<td>$469.20</td>
</tr>
<tr>
<td>Law</td>
<td>$152.23</td>
<td>$159.84</td>
<td>$167.83</td>
<td>$403.91</td>
<td>$444.30</td>
<td>$488.73</td>
</tr>
<tr>
<td>Medical*</td>
<td>$10,930.76</td>
<td>$11,477.29</td>
<td>$12,051.14</td>
<td>$19,923.60</td>
<td>$21,915.96</td>
<td>$24,107.54</td>
</tr>
</tbody>
</table>

* The figures for medicine are block fees for matriculation and out of state fees for one full year’s enrollment. Note that the university is not enrolling out of state students in the College of Medicine.
A summary of the cumulative effects upon the students of these raises can be seen in the following tables. The figures given are for a normal full time course loads at 30 semester hours for undergraduates and 24 hours for graduate and law students. Figures for out-of-state students include the matriculation fee. Both sets of figures include additional minor fees such as health, activity and service etc.

**Total Tuition and Fees for In-State Students**

<table>
<thead>
<tr>
<th></th>
<th>Current</th>
<th>Mandated</th>
<th>Optional</th>
</tr>
</thead>
<tbody>
<tr>
<td>Undergraduate</td>
<td>$2,513.10</td>
<td>$2,684.40</td>
<td>$2,684.40</td>
</tr>
<tr>
<td>Graduate</td>
<td>3,982.80</td>
<td>4,227.36</td>
<td>4,395.84</td>
</tr>
<tr>
<td>Law</td>
<td>4,443.60</td>
<td>4,712.20</td>
<td>4,903.92</td>
</tr>
<tr>
<td>Medicine</td>
<td>12,407.84</td>
<td>13,110.86</td>
<td>13,684.70</td>
</tr>
</tbody>
</table>

**Total Tuition and Fees for Out-of-State Students**

<table>
<thead>
<tr>
<th></th>
<th>Current</th>
<th>Mandated</th>
<th>Optional</th>
</tr>
</thead>
<tbody>
<tr>
<td>Undergraduate</td>
<td>$10,400.70</td>
<td>$11,235.30</td>
<td>$12,228.30</td>
</tr>
<tr>
<td>Graduate</td>
<td>13,754.64</td>
<td>15,027.84</td>
<td>16,219.68</td>
</tr>
<tr>
<td>Law</td>
<td>14,622.00</td>
<td>15,961.68</td>
<td>17,219.76</td>
</tr>
</tbody>
</table>

Even with the optional increases, tuition in the state of Florida is low when compared with the rest of the nation. The most recent information available is for 2001-2002. Using those data (while realizing that other states are also liable to raise their tuition for 2002-2003) our 2002-2003 proposed tuition levels put us at 48th in the nation for resident undergraduates and 38th for resident graduate students. In Law we would rank 25th among the top 25 law schools at public universities.

Some students will not be directly impacted by these increases. Undergraduate students, who qualify for scholarships, have tuition included as part of their awards. Graduate students, who are employed by the university as graduate teaching assistants, have tuition included as part of their compensation.

The additional revenue is needed by the university in order to maintain and nurture excellence in its programs. Last year, approximately $23 million were lost to budget reductions. Other new monies available to the university this year do not compensate for these reductions. Additionally, the university faces major new costs as it moves its financial and human resources systems from the current state supported system to its own free standing system.

The funds realized from the optional tuition increase, estimated to be
$4,518,758 will provide opportunities for the university to focus on excellence in its programs and services to students. There are several priorities that would be addressed that could not be addressed with the other new monies available to the university this year.

First, funds generated will be devoted to financial aid to offset the impact of the increases on students. $2,002,305.

Second, funds are proposed to recruit additional Frances Eppes Professors. These professorships bring to our campus individuals who are recognized nationally and internationally as exceptional scholars in their disciplines. Past hires in this program include Robert Olen Butler and Suzanne Farrell. Robert Olen Butler won a Pulitzer prize for his collection of stories, *A Good Scent from a Strange Mountain*. Suzanne Farrell is arguably, the nation’s premier ballerina having danced for many years following the direction of master choreographer George Balanchine. $1,015,831.

Third, funds will be used for our very successful program to reward our best faculty members with named professorships and to address the needs of students for additional faculty, reducing class size and adding additional learning experiences, such as Directed Individual Studies and Honors in the Majors course programs. $1,000,000

Fourth, we wish to honor our commitment to restore cuts to the library enacted by the legislature for 2002-2003, realizing that a library is the heart of a great university in that it serves the needs of all of its members. $500,622.

**TOTAL:** $4,518,758

The College of Medicine is a special budget entity within the State University System. The increased optional tuition for this unit will be directed toward additional library resources for the College. $40,170
Emergency Rule
6C2-ER02-01  Fall 2002 Tuition and Fees
Beginning Fall, 2002, the fees for resident students and non-resident students ("Tuition") at the University shall be as follows:

<table>
<thead>
<tr>
<th></th>
<th>RESIDENT</th>
<th>NON-RESIDENT</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Undergraduate</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Matriculation</td>
<td>$58.45</td>
<td>$58.45</td>
</tr>
<tr>
<td>Building</td>
<td>$ 2.32</td>
<td>$ 2.32</td>
</tr>
<tr>
<td>Financial Aid</td>
<td>$ 2.92</td>
<td>$ 15.14</td>
</tr>
<tr>
<td><strong>Capital</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Improvement</td>
<td>$ 2.44</td>
<td>$ 2.44</td>
</tr>
<tr>
<td>Athletic</td>
<td>$ 4.35</td>
<td>$ 4.35</td>
</tr>
<tr>
<td><strong>Activity and Service</strong></td>
<td>$ 7.50</td>
<td>$ 7.50</td>
</tr>
<tr>
<td>Health</td>
<td>$ 6.60</td>
<td>$ 6.60</td>
</tr>
<tr>
<td>Transportation</td>
<td>$ 4.90</td>
<td>$ 4.90</td>
</tr>
<tr>
<td>Financial Aid</td>
<td></td>
<td>$ 2.92</td>
</tr>
<tr>
<td>Non-Resident Fee</td>
<td></td>
<td>$302.99</td>
</tr>
<tr>
<td><strong>Total Per SCH</strong></td>
<td>$89.48</td>
<td>$407.61</td>
</tr>
</tbody>
</table>

**Graduate**

|                      |          |              |
| Matriculation        | $147.67  | $147.67      |
| Building             | $ 2.32   | $ 2.32       |
| Financial Aid        | $ 7.38   | $ 7.38       |
| **Capital**          |          |              |
| Improvement          | $ 2.44   | $ 2.44       |
| Athletic             | $ 4.35   | $ 4.35       |
| **Activity and Service** | $ 7.50   | $ 7.50       |
| Health               | $ 6.60   | $ 6.60       |
| Transportation       | $ 4.90   | $ 4.90       |
| Financial Aid        |          | $23.46       |
| Non-Resident         |          | $469.20      |
| **Total Per SCH**    | $183.16  | $675.82      |
### Law

<table>
<thead>
<tr>
<th>Category</th>
<th>First Year</th>
<th>Second Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Matriculation</td>
<td>$167.83</td>
<td>$167.83</td>
</tr>
<tr>
<td>Building</td>
<td>$2.32</td>
<td>$2.32</td>
</tr>
<tr>
<td>Financial Aid</td>
<td>$8.39</td>
<td>$8.39</td>
</tr>
<tr>
<td>Capital Improvement</td>
<td>$2.44</td>
<td>$2.44</td>
</tr>
<tr>
<td>Athletic</td>
<td>$4.35</td>
<td>$4.35</td>
</tr>
<tr>
<td>Activity and Service</td>
<td>$7.50</td>
<td>$7.50</td>
</tr>
<tr>
<td>Health</td>
<td>$6.60</td>
<td>$6.60</td>
</tr>
<tr>
<td>Transportation</td>
<td>$4.90</td>
<td>$4.90</td>
</tr>
<tr>
<td>Non-Resident Fee</td>
<td>$488.73</td>
<td></td>
</tr>
<tr>
<td>Financial Aid</td>
<td>$24.43</td>
<td></td>
</tr>
</tbody>
</table>

Total Per SCH: $204.33 $717.49

### Medicine

**Cost Per Academic Year**

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Matriculation</td>
<td>$12,051.14</td>
<td>$12,051.14</td>
</tr>
<tr>
<td>Building</td>
<td>$190.40</td>
<td>$190.40</td>
</tr>
<tr>
<td>Financial Aid</td>
<td>$602.56</td>
<td>$602.56</td>
</tr>
<tr>
<td>Non-Resident</td>
<td>$24,107.54</td>
<td></td>
</tr>
<tr>
<td>Financial Aid</td>
<td>$1,205.36</td>
<td></td>
</tr>
<tr>
<td>Local Block Fees</td>
<td>$840.60</td>
<td>$840.60</td>
</tr>
</tbody>
</table>

Total (2 Semesters): $13,684.70 $38,997.60

Tuition and fees for each student shall be the Tuition plus the applicable mandatory fees and any optional fees charged by the University:

Specific Authority 229.0081(2) FS. Law Implemented 2002-03 General Appropriations Act, HB 27E; 229.0081(2), (5); 229.0082(11) FS. History New—_____. 
Tuition Allocation Committee
June 20, 2002

1. **Members:**

   Larry Abele
   Ralph Alvarez (absent)
   Vall Richard Auzenne
   Chris Branton
   John Carnaghi
   Josh Curry
   Dawn Hutchinson
   Fred Leisyffer
   Sherrill Ragans

2. **Topics:**

   a. Review of Legislative Tuition Decisions
   b. Review of Proposed Uses of Tuition Revenues
MEMORANDUM

TO: Members of the Board of Trustees

FROM: Robert Bradley

DATE: July 1, 2002

RE: Correction to the Emergency Rule

At its meeting on Friday, the Finance and Administration Committee approved emergency rule 6C2-ER02-01 for the Fall of 2002 relating to Tuition and Fees. The backup material provided to the committee contained an error. A transportation fee was inadvertently included in the rule. Transportation fees are covered in another rule, continued by the Division of Colleges and Universities. The summary discussion provided at Tab 4 is correct and gives an accurate overview of the total costs to students. Those costs include the $4.90 transportation fee. Based on a determination by the Division of Colleges and Universities received in recent days, the rule has also been revised to include a statewide provision that each student taking the same undergraduate course more than twice shall be assessed an additional $177.42 per credit hour matriculation charge for each course. This charge will be the same at each university in the system.

I have attached a corrected copy of the emergency rule for reference in your deliberations. The corrected version results in a lowering of the total per student credit hour charges. For example, in the uncorrected copy the resident, undergraduate tuition and fees came to $89.48; the corrected figure is $84.58.

Please include the corrected copy at Tab 4 in your docket book. I apologize for the error. Staff will recommend that the Board consider the corrected version of the emergency rule.
Beginning Fall, 2002, the fees for resident students and non-resident students ("Tuition") at the University shall be as follows:

<table>
<thead>
<tr>
<th></th>
<th>RESIDENT</th>
<th>NON-RESIDENT</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Undergraduate</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Matriculation</td>
<td>$58.45 Cost Per Student Credit Hour (SCH)</td>
<td>$58.45</td>
</tr>
<tr>
<td>Building</td>
<td>$2.32</td>
<td>$2.32</td>
</tr>
<tr>
<td>Financial Aid</td>
<td>$2.92</td>
<td>$2.92</td>
</tr>
<tr>
<td><strong>Capital</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Improvement</td>
<td>$2.44</td>
<td>$2.44</td>
</tr>
<tr>
<td>Athletic</td>
<td>$4.35</td>
<td>$4.35</td>
</tr>
<tr>
<td><strong>Activity and Service</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Service</td>
<td>$7.50</td>
<td>$7.50</td>
</tr>
<tr>
<td>Health</td>
<td>$6.60</td>
<td>$6.60</td>
</tr>
<tr>
<td>Non-Res Financial Aid</td>
<td></td>
<td>$15.14</td>
</tr>
<tr>
<td>Non-Resident Fee</td>
<td></td>
<td>$302.99</td>
</tr>
<tr>
<td><strong>Total Per SCH</strong></td>
<td>$84.58</td>
<td>$402.71</td>
</tr>
<tr>
<td><strong>Graduate</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Matriculation</td>
<td>$147.67</td>
<td>$147.67</td>
</tr>
<tr>
<td>Building</td>
<td>$2.32</td>
<td>$2.32</td>
</tr>
<tr>
<td>Financial Aid</td>
<td>$7.38</td>
<td>$7.38</td>
</tr>
</tbody>
</table>
Capital

Improvement $ 2.44 $ 2.44
Athletic $ 4.35 $ 4.35

Activity and

Service $ 7.50 $ 7.50
Health $ 6.60 $ 6.60
Non-Res Financial Aid $ 23.46
Non-Resident Fee $469.20

Total Per SCH $178.26 $670.92

Law

Matriculation $167.83 $167.83
Building $ 2.32 $ 2.32
Financial Aid $ 8.39 $ 8.39

Capital

Improvement $ 2.44 $ 2.44
Athletic $ 4.35 $ 4.35

Activity and

Service $ 7.50 $ 7.50
Health $ 6.60 $ 6.60
Non-Res Financial Aid $ 24.43
Non-Resident Fee $488.73

Total Per SCH $199.43 $712.59
**Medicine**

**Cost Per Academic Year**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount 1</th>
<th>Amount 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Matriculation</td>
<td>$12,051.14</td>
<td>$12,051.14</td>
</tr>
<tr>
<td>Building and C.I.</td>
<td>$ 190.40</td>
<td>$ 190.40</td>
</tr>
<tr>
<td>Financial Aid</td>
<td>$ 602.56</td>
<td>$ 602.56</td>
</tr>
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</tr>
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<td></td>
<td>$ 1,205.36</td>
</tr>
<tr>
<td>Local Block Fees</td>
<td>$ 664.20</td>
<td>$ 664.20</td>
</tr>
</tbody>
</table>

**Total (2 Semesters)** $13,508.30 $38,821.20

Effective the Fall Semester 2002, in addition to the fees set forth above, each student enrolled in the same undergraduate course more than twice shall be assessed an additional $177.42 per credit hour matriculation charge for each such course.

Tuition and fees for each student shall be the Tuition plus the applicable mandatory fees and any optional fees charged by the University:

---

**Specific Authority** 229.0081(2) FS. Law Implemented 2002-03 General Appropriations Act, HB 27E ; 229.0081(2), (5); 229.0082(11) FS. History New—
BOARD OF TRUSTEES
July 2, 2002

SUBJECT: FY 2002-2003 Tuition Waiver Policy

PROPOSED BOARD ACTION

Approve tuition waiver Policy for undergraduate and graduate students

BACKGROUND INFORMATION

Proviso in the 2002 Appropriations Bill requires a Board of Trustees waiver policy.

"Each university board of trustees is authorized to waive tuition and matriculation fees for purposes which support and enhance the mission of the university. All fee waivers must be based on policies, which are adopted by university board of trustees. Each university shall report the purpose, number and value of all fee waivers granted annually in a format which shall be prescribed and reviewed by the Florida Board of Education."

-- 2002 Appropriations Bill Proviso

Prior to 2002-2003, The Florida legislature provided waiver authority in the amounts shown below. The university will, for 2002-03, continue the same level of waivers in previous proviso language:

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Undergraduate</td>
<td>$2,283,930</td>
</tr>
<tr>
<td>Graduate</td>
<td>$9,672,860</td>
</tr>
<tr>
<td>Total</td>
<td>$11,956,790</td>
</tr>
</tbody>
</table>

The policies governing undergraduate and graduate student tuition waivers that are currently in effect are listed the supporting documentation. These policies, comprised of general criteria, are forwarded to the Board of Trustees for its endorsement.

Supporting Documentation Included: Policy for Awarding Tuition Waivers

Other Support Documents Available: n/a

Contact: Dr. Larry Abele, Provost

Phone: 644-1765
Policy for Awarding Tuition Waivers

Florida State University

Proviso in the 2002 Appropriations Bill requires a Board of Trustees waiver policy.

"Each university board of trustees is authorized to waive tuition and matriculation fees for purposes which support and enhance the mission of the university. All fee waivers must be based on policies, which are adopted by university board of trustees. Each university shall report the purpose, number and value of all fee waivers granted annually in a format which shall be prescribed and reviewed by the Florida Board of Education."

-- 2002 Appropriations Bill Proviso

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<td>Graduate</td>
<td>$9,672,860</td>
</tr>
<tr>
<td>Total</td>
<td>$11,956,790</td>
</tr>
</tbody>
</table>

Presented here are the policies, which have been in effect for issuing tuition waivers for both undergraduate and graduate students. These policies are forwarded to the Board of Trustees for its endorsement.

Undergraduate Students

Florida State University seeks to recruit the best and brightest students possible. Recruiting talented individuals to our university enhances the quality of our entire student body. As our students graduate, they bring recognition to the university through their accomplishments and achievements.

The majority of our students are residents of the state of Florida. With its reputation nationally and internationally, Florida State University is able to attract students from throughout the nation and from many countries in the world.
Policy:

- Out-of-state tuition only is waived for a limited number of undergraduate students in several program areas where we especially value their attendance.

- Students in Art, Dance, Music and Theatre are recruited through auditions by their schools for the special talents they have. These students pay for their matriculation (in-state) fees but are awarded out-of-state waivers to encourage their attendance here.

- National Merit Scholars also pay matriculation fees and have their out-of-state tuition waived. Without waiver of out-of-state tuition, these students would in all likelihood, choose not to attend Florida State University.

- Undergraduate students are not eligible for matriculation waivers. Students may have tuition costs covered through the financial aid if they are eligible for it.

Graduate Assistants

Competition among universities for well prepared graduate assistants is intense, especially so in science disciplines. Graduate assistants contribute to the instructional mission of the university through their teaching, while they are earning advanced degrees. By recruiting the best prepared graduate students to our programs we enhance the quality of the teaching contributions they make for our undergraduates.

To enable it to recruit the best graduate assistants possible, the university must be competitive in the fiscal packages it offers to applicants. Tuition waivers are a standard part, nationally, of any offer to a potential graduate assistant. Stipend levels are set so as to be competitive in the respective discipline-related labor markets.

Policy:

- Any graduate assistant with a one-quarter-time appointment or greater must be granted a matriculation fee waiver for up to 9 credit hours.

- Out-of-State waivers are awarded to non-Florida resident graduate assistants as needed and dependent upon funds available.

- Graduate students not appointed on an at least one-quarter time assistantship are not eligible to receive waivers of either type.
BOARD OF TRUSTEES
July 2, 2002

SUBJECT: FY 2003-2004 Legislative Budget Request

PROPOSED BOARD ACTION

Approve FY 2003-2004 Legislative Budget Request as detailed in supplemental documentation

BACKGROUND INFORMATION

Section 229.0081, Florida Statutes requires each university to submit a legislative budget request within the guidelines established by the Florida Board of Education (FBOE). The FBOE approved guidelines at its April 16, 2002 meeting. The guidelines emphasize funding annualizations, continuing current programs, enrollment growth and the newly established strategic imperatives of the state strategic plan. The FBOE is committed to developing and submitting a realistic, relevant and responsible budget.

In light of these concerns, the FBOE made allocations to each university after first determining the costs for annualizations, start-up funding and enrollment growth. Florida State University's allocation for initiatives is $6,377,628. The university must submit plans for these funds approved by the Board of Trustees in priority order no later than July 20, 2002. The plans must include fixed capital outlay costs and annotations concerning the need for multiple year funding.

Supporting Documentation Included: FY 2003-2004 Legislative Budget Request Summary and Narrative Explanation

Other Support Documents Available:

Contact: Dr. Larry Abele, Provost
Phone: 644-1765
Florida State University  
Legislative Budget Request (LBR) for 2003-2004  
Overview

<table>
<thead>
<tr>
<th>Area</th>
<th>Item</th>
<th>Amount</th>
<th>Area Total</th>
</tr>
</thead>
<tbody>
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<td>K-12</td>
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<td>$655,000</td>
</tr>
<tr>
<td>UNDERGRADUATE EDUCATION</td>
<td>Nursing</td>
<td>$921,750</td>
<td></td>
</tr>
<tr>
<td></td>
<td>First Year Experience</td>
<td>$500,000</td>
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<tr>
<td></td>
<td>Advising Enhancement</td>
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<tr>
<td></td>
<td>Living Learning Centers</td>
<td>$1,000,000</td>
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</tr>
<tr>
<td></td>
<td></td>
<td>$3,921,750</td>
<td></td>
</tr>
<tr>
<td>GRADUATE EDUCATION</td>
<td>Bioinformatics</td>
<td>$511,250</td>
<td>$511,250</td>
</tr>
<tr>
<td></td>
<td>Graduate Assistant Stipends</td>
<td>$1,289,628</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>$1,289,628</td>
<td></td>
</tr>
<tr>
<td>TOTAL:</td>
<td></td>
<td>$6,377,628</td>
<td></td>
</tr>
<tr>
<td>STATEWIDE ISSUES</td>
<td>Admissions Deposit</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Technology Enhancement Fee</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Educational and General
Narrative Explanation

UNIVERSITY: Florida State University
ITEM OR ISSUE: Enhance K-12 Education
PROJECT/INITIATIVE: Technology Transfer for K-12

STRATEGIC PLAN GOALS:

- Solve critical problems in Florida
- Enhance public education at all levels.

STRATEGIC IMPERATIVE/MANAGEMENT OBJECTIVES:

- 7.2 Eliminate duplications of effort across the K-20 system
- 8.1 Achieve nationally recognized institutions of higher learning through improving access, funding, performance and accountability

NARRATIVE:

The key to the effective use of technology and the power of the Internet in the classroom in K-12 education is the training of the teacher in the use of these technologies. Florida State University created a course development and delivery tool, Web-Mediated Course Assistant (WEB-MC), in 1998 that has been used extensively by faculty at FSU. It is easy to learn to use, it is flexible, and it is a powerful tool for use in the classroom.

Based on Web-MC, a K-12 version was developed and aptly named Web-MC K-12. In schools where this tool has been introduced, teachers are exceedingly enthusiastic about it and can use the tool after only a few hours of training. It allows teachers to organize their lessons, draw on Internet-based resources, and present lessons on-line in class. It can provide a resource for parents, knowing what students are doing in their classes, and provides an easy way for teachers to communicate with parents.

Web-MC is free of charge to public schools in Florida, but like any other product, training and server support will need to be provided. FSU is currently supporting a select number of K-12 teachers around the state in their use of Web-MC.

If funded, we can offer this support to several thousand K-12 teachers across the state in the form of teacher training and server support.
EDUCATIONAL AND GENERAL
POSITION AND FISCAL SUMMARY

UNIVERSITY: Florida State University

ISSUE: Enhance K-12 Education

PROJECT/INITIATIVE: Technology Transfer for K-12

POSITIONS
FACULTY 2
OTHER (A&P/USPS) 4

TOTAL 6

SALARY RATE
FACULTY $100,000
OTHER (A&P/USPS) $240,000

TOTAL $340,000

SALARIES AND BENEFITS $425,000
OTHER PERSONNEL SERVICES $60,000
EXPENSES $20,000
OPERATING CAPITAL OUTLAY $150,000
ELECTRONIC DATA PROCESSING SPECIAL CATEGORY (SPECIFIC)

TOTAL ALL CATEGORIES $655,000
Educational and General
Narrative Explanation

UNIVERSITY: Florida State University
ITEM OR ISSUE: Enhance Undergraduate Education
PROJECT/INITIATIVE: Adding New Nurses to Florida’s Health Care Delivery System

STRATEGIC PLAN GOALS:

- Provide adequate access to undergraduate education
- Solve critical problems in Florida

STRATEGIC IMPERATIVE/MANAGEMENT OBJECTIVES:

- 6.2 Market and expand enrollment in key workforce education programs
- 8.1 Achieve nationally recognized institutions of higher learning through improving access, funding, performance and accountability

NARRATIVE:

It is well recognized that Florida, as well as the rest of the nation, is facing a severe shortage of nurses. The number of retirements and resignations from the nursing profession are larger than there is current capacity in Schools of Nursing for educating new nurses as replacements. Florida State University proposes to address this critical issue with this two-pronged initiative.

First, we propose increasing the number of nursing students in our existing program. Currently FSU admits 144 students to the basic Bachelor of Science in Nursing (BSN) program, with 72 each in both fall and spring semesters. We seek to increase this by 24 additional students each semester.

Second, we propose to “fast track” non-nurses with college degrees to earn either BSN or MSN degrees so they are eligible for licensure as registered nurses or registered nurse practitioners. By 2004 we propose to enroll 40 students each semester.

This initiative would add 128 new nurses per year to the Florida workforce.
EDUCATIONAL AND GENERAL
POSITION AND FISCAL SUMMARY

UNIVERSITY: Florida State University

ISSUE: Enhance Undergraduate Education

PROJECT/INITIATIVE: Adding New Nurses to Florida’s Health Care Delivery System

POSITIONS
FACULTY 8
OTHER (A&P/USPS) 2

TOTAL 10

SALARY RATE
FACULTY $497,400
OTHER (A&P/USPS) $96,000

TOTAL $593,400

SALARIES AND BENEFITS $741,750
OTHER PERSONNEL SERVICES $40,000
EXPENSES $100,000
OPERATING CAPITAL OUTLAY $40,000
ELECTRONIC DATA PROCESSING
SPECIAL CATEGORY (SPECIFIC)

TOTAL ALL CATEGORIES $921,750
Educational and General
Narrative Explanation

UNIVERSITY: Florida State University

ITEM OR ISSUE: Enhance Undergraduate Education

PROJECT/INITIATIVE: First Year Experience Course

STRATEGIC PLAN GOALS:

• Improve the quality of undergraduate education
• Increase degree production at all levels
• Enhance public education at all levels

STRATEGIC IMPERATIVE/MANAGEMENT OBJECTIVES:

• 3.1 Increase the rates of high school and postsecondary completion
• 3.2 Maximize student achievement
• 8.1 Achieve nationally recognized institutions of higher learning through improving access, funding, performance and accountability

NARRATIVE:

For several years Florida State University has offered a special course called the First Year Experience (FYE). This course is offered exclusively to incoming freshmen for the first eight weeks of their first semester. It is modeled after a similar course pioneered by Professor John Gardner at the University of South Carolina in 1974. The research of Professor Gardner and others has shown that a small group experience for beginning students early in their academic career greatly increases the probability that they will remain in college. For some students this need is served by the Honors Program, several special programs we have for minority students and the living learning centers that we are in the process of establishing. For a sizable number of our students, however, the FYE course is the best option.

The number of students who request the FYE course at Florida State greatly exceeds the number of sections we are able to offer. In the Fall of 1997 there were about 250 students enrolled in the course. Since then, the number of sections has increased steadily. In the Summer and Fall semesters of 2002 we accommodated more than 1500 students in this course. This number represents only one fourth of our annual FTIC enrollment. Our goal is to increase the enrollment in FYE to 2500 by the Fall 2004. This number of sections would accommodate about half of our annual FTIC population and we believe would accommodate most of the demand for the course.
EDUCATIONAL AND GENERAL
POSITION AND FISCAL SUMMARY

UNIVERSITY: Florida State University

ISSUE: Enhance Undergraduate Education

PROJECT/INITIATIVE: First Year Experience Course

<table>
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<td>OPERATING CAPITAL OUTLAY</td>
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<td>ELECTRONIC DATA PROCESSING</td>
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</tr>
<tr>
<td>SPECIAL CATEGORY (SPECIFIC)</td>
<td></td>
</tr>
</tbody>
</table>

| TOTAL ALL CATEGORIES | $500,000 |
Educational and General
Narrative Explanation

UNIVERSITY: Florida State University
ITEM OR ISSUE: Enhance Undergraduate Education
PROJECT/INITIATIVE: Advising Enhancement

STRATEGIC PLAN GOALS:
- Improve the quality of undergraduate education
- Increase degree production at all levels

STRATEGIC IMPERATIVE/MANAGEMENT OBJECTIVES:
- 3.1 Increase the rates of high school and postsecondary completion
- 8.1 Achieve nationally recognized institutions of higher learning through improving access, funding, performance and accountability

NARRATIVE:

Academic advising plays a central role in student retention and timely progress toward a degree. Florida State University is moving toward making advising mandatory rather than student-initiated as is the current situation. Even with the recent electronic augmentation of advising in Florida, the appropriate number of advisees for a full time professional advisor is approximately 350. Advising is most important for beginning students, especially those who have not decided upon a major. Students themselves recognized this as a serious problem as they demonstrated by allocating part of the 1999 tuition increase to provide more advising positions. Not only does the number of advisors need to be increased, but also the availability of advising needs to be extended beyond the regular workday to serve students when they are on campus but not in class.

Florida State University has begun to address this problem through its satellite advisor program. Through this program professional advisors are recruited and trained centrally and then placed in departments with large numbers of lower level students and in the advising centers that serve students who have not yet decided upon a major.

This initiative would provide funding for additional professional advisors. These positions would be deployed in two ways. First, we would
continue to place additional advisors in departments with large numbers of undergraduate majors. Second, we would establish additional after-hours advising centers to serve students whenever they need to see an advisor. We currently operate two “StudentsFirst” centers staffed with people cross-trained in academic advising as well as other critical student services such as Financial Aid and the Office of the Registrar. They serve mainly to dispense routine information during the regular workday. Even with such a limited function the centers currently in operation have been incredibly helpful to students as witnessed by the thousands of inquiries received each week. We would like to establish additional such centers in operation until 11:00 p.m. on Monday through Thursday and for as many hours as the traffic justifies on Friday evenings and on the weekends.
EDUCATIONAL AND GENERAL
POSITION AND FISCAL SUMMARY

UNIVERSITY: Florida State University

ISSUE: Enhance Undergraduate Education

PROJECT/INITIATIVE: Advising Enhancement

<table>
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TOTAL: 35

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<tr>
<td>FACULTY</td>
<td>$ 60,000</td>
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<tr>
<td>OTHER (A&amp;P/USPS)</td>
<td>$ 880,000</td>
</tr>
</tbody>
</table>

TOTAL: $ 940,000

| SALARIES AND BENEFITS | $ 1,175,000 |
| OTHER PERSONNEL SERVICES | $ 200,000 |
| EXPENSES | $ 125,000 |
| OPERATING CAPITAL OUTLAY | |
| ELECTRONIC DATA PROCESSING | |
| SPECIAL CATEGORY (SPECIFIC) | |

TOTAL ALL CATEGORIES: $ 1,500,000
Educational and General
Narrative Explanation

UNIVERSITY: Florida State University
ITEM OR ISSUE: Enhance Undergraduate Education
PROJECT/INITIATIVE: Undergraduate Living/Learning Centers

STRATEGIC PLAN GOALS:

• To improve the quality of undergraduate education
• To increase degree production at all levels
• To increase on-campus residential opportunities for undergraduate students

STRATEGIC IMPERATIVE/MANAGEMENT OBJECTIVES:

• 3.1 Increase the rates of high school and postsecondary completion
• 3.2 Maximize student achievement
• 5.4 Increase access to and production of baccalaureate, masters and doctoral degrees
• 8.1 Achieve nationally recognized institutions of higher learning through improving access, funding, performance and accountability

NARRATIVE:

Florida State University funded a residence hall, Bryan Hall, as a living-learning community available to first-year students in Fall Term 1997. The goal of the program was to create an environment that will assist new students to realize their full potential, and to acquaint them with the full potential of a research university. This is a small undergraduate community inside the larger university setting. Residents of Bryan Hall take at least one course (maximum enrollment: 30) each semester in a classroom located in the residence hall. In addition, students have a two-semester mentorship with outstanding faculty members. These groups have maximum student enrollment of 15, familiarize students with the research and scholarly environment in a personalized manner, and culminate in a written term project by each student resident. Too, students will be involved in community service activities.

The initial response to this opportunity has been overwhelmingly positive. Bryan Hall holds fewer than 140 students. Over 2,000 prospective students and their families request detailed information and over 400 apply for residence in Bryan Hall annually. Of those accepted, over 90% matriculated at Florida State University and resided in this living-learning center during their first year at
Two years ago we established a second living-learning center in Broward Hall. This program has an academic focus in the social sciences. This program has been equally popular with prospective students and their parents.

In fall 2002 we are opening two new centers in newly renovated Cawthon Hall. One will be conducted by the School of Music and the other by the College of Education.

We now have four years of experience with living learning programs and in every way they have exceeded our expectations. Not only have the students achieved academic success – with an average grade point average of at least 3.0 - but their retention rate has been almost 100%.

The programs often requires reassigning faculty from courses with larger enrollment to these small enrollment classes, and they requires substantial commitment of faculty time to carry out the mentoring roles. It thus requires additional faculty as well as expenses to set up the small classrooms in the dormitories. In order to replicate these programs in additional settings we will require additional faculty and staff, as well as expense items.
EDUCATIONAL AND GENERAL
POSITION AND FISCAL SUMMARY

UNIVERSITY: Florida State University

ISSUE: Enhance Undergraduate Education

PROJECT/INITIATIVE: Undergraduate Living/Learning Centers

<table>
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| SALARIES AND BENEFITS | $853,750 |
| OTHER PERSONNEL SERVICES | $100,000 |
| EXPENSES               | $46,250  |
| OPERATING CAPITAL OUTLAY |          |
| ELECTRONIC DATA PROCESSING |        |
| SPECIAL CATEGORY (SPECIFIC) |      |

| **TOTAL ALL CATEGORIES** | **$1,000,000** |
Educational and General
Narrative Explanation

UNIVERSITY: Florida State University

ITEM OR ISSUE: Enhance Graduate and Professional Education, Research, Extension and Service

PROJECT/INITIATIVE: Program in Bioinformatics

STRATEGIC PLAN GOALS:

• Enhance graduate education and research
• Broaden education, research and advisement support through the use of information technology

STRATEGIC IMPERATIVE/MANAGEMENT OBJECTIVES:

• 6.2 Market and expand enrollment in key workforce education programs
• 6.3 Promote a world-class research, workforce and economic development agenda for Florida universities
• 8.1 Achieve nationally recognized institutions of higher learning through improving access, funding, performance and accountability

NARRATIVE:

Florida State University seeks to establish a Program in Bioinformatics to relate to programs in the College of Medicine and the Department of Biological Sciences.

Bioinformatics is the study of the technical, social and psychological dimensions of the way people seek, interact with and use information, information products and information technology in fields related to the biological sciences. The ability to manipulate complex data sets, to analyze information and to understand and use information technology has become a key part of the decision making process of professionals in medicine and science.

Currently there are no significant U.S.-based offerings of web-based courses in these areas of bioinformatics, yet a thorough grounding in the principles of this are enhances a person’s decision-making abilities.

The School of Information Studies will work closely with the Colleges of Medicine and the Department of Biological Sciences in the development of this program.
through joint course development, faculty hiring and student and discipline needs. Courses will be web-based to allow for distance learning applications.

The program will build upon strengths already at FSU but will require additional resources in terms of faculty support and web-course development.
EDUCATIONAL AND GENERAL
POSITION AND FISCAL SUMMARY

UNIVERSITY: Florida State University

ISSUE: Enhance Graduate and Professional Education, Research, Extension and Service

PROJECT/INITIATIVE: Program in Bioinformatics

<table>
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| SALARIES AND BENEFITS | $408,750 |
| OTHER PERSONNEL SERVICES | $50,000 |
| EXPENSES               | $27,500  |
| OPERATING CAPITAL OUTLAY | $25,000  |
| ELECTRONIC DATA PROCESSING |       |
| SPECIAL CATEGORY (SPECIFIC) |       |

| **TOTAL ALL CATEGORIES** | **$511,250** |
Educational and General
Narrative Explanation

UNIVERSITY: Florida State University

ITEM OR ISSUE: Enhance Graduate and Professional Education, Research, Extension and Service

PROJECT/INITIATIVE: Graduate Assistant Stipends

STRATEGIC PLAN GOALS:

- Enhance graduate education and research
- Increase degree production at all levels

STRATEGIC IMPERATIVE/MANAGEMENT OBJECTIVES:

- 6.3 Promote a world-class research, workforce and economic development agenda for Florida universities
- 8.1 Achieve nationally recognized institutions of higher learning through improving access, funding, performance and accountability

NARRATIVE:

Graduate assistants are essential in the operation of a large research university. They contribute significantly to the educational mission of the institution through their instructional responsibilities. They contribute to the research mission through their thesis and dissertation activities.

With the increase in undergraduate enrollments expected, additional graduate assistants are required for teaching elementary courses, leaving faculty for instruction in upper division courses. Graduate assistants do an excellent job. Their teaching is part of their graduate training, either by preparing them for teaching positions in their careers or by preparing them to be effective presenters of information in whatever career they chose.

Increasing the number of graduate assistants is one way for the university to enhance the numbers of students in its graduate programs and the number of graduate degrees produced.

Funds are requested for the employment of additional graduate assistants.
EDUCATIONAL AND GENERAL
POSITION AND FISCAL SUMMARY

<table>
<thead>
<tr>
<th>UNIVERSITY:</th>
<th>Florida State University</th>
</tr>
</thead>
<tbody>
<tr>
<td>ISSUE:</td>
<td>Enhance Graduate and Professional Education, Research, Extension and Service</td>
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<tr>
<td>PROJECT/INITIATIVE:</td>
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<td><strong>TOTAL</strong></td>
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| SALARIES AND BENEFITS | $                         |
| OTHER PERSONNEL SERVICES | $ 1,289,628             |
| OPERATING CAPITAL OUTLAY |                        |
| ELECTRONIC DATA PROCESSING |                      |
| SPECIAL CATEGORY (SPECIFIC) |                    |

| **TOTAL ALL CATEGORIES** | **$ 1,289,628** |
Educational and General
Narrative Explanation

UNIVERSITY: Florida State University
ITEM OR ISSUE: Statewide Issue
PROJECT/INITIATIVE: Enrollment Planning – Admissions Deposit

STRATEGIC PLAN GOALS:

• Provide adequate access to undergraduate and graduate education
• Provide accessibility to state university programs and services for all students

STRATEGIC IMPERATIVE/MANAGEMENT OBJECTIVES:

• 7.1 Design and implement a results-oriented K-20 education incentive and accountability system
• 8.1 Achieve nationally recognized institutions of higher learning through improving access, funding, performance and accountability

NARRATIVE:

The current process for student admission to state universities in the state of Florida is one that does not permit its universities to manage their enrollment well. This is because a student can and often does apply to two, three or more universities. Available data demonstrate that not only is this a common practice but that, as competition for access increases, more and more students are applying to several universities at the same time.

As a result, when students apply to more than one university, the universities generally find themselves over-enrolled because they have no way of knowing how many universities the student has applied to or how serious he or she is about attending their university if admitted. It is common in Florida for universities to admit more than twice as many students as they really want to enroll as they can only guess as to the number who will actually show up.

Discussions with enrollment managers from around the country confirm that an admissions deposit is a very effective planning tool. After the first year of experience with an admissions deposit, universities are able to predict within a few percentage points the numbers of students who will actually enroll.

Our request is for authority to require a $200.00 deposit at the time a student is admitted to the university. If the student attends the university the
funds will be placed as a credit toward tuition. If the student does not attend the university, the funds will be placed in an auxiliary account and used to expand advising on campus. No additional funding is requested from the state for this issue.
Educational and General
Narrative Explanation

UNIVERSITY: Florida State University

ITEM OR ISSUE: Statewide Issue

PROJECT/INITIATIVE: Technology Enhancement Fee

STRATEGIC PLAN GOALS:

- Establish a stable, reliable source of state funding
- Increase efficiency without sacrificing quality and develop and implement creative and cost-effective programs

STRATEGIC IMPERATIVE/MANAGEMENT OBJECTIVES:

- 7.1 Design and implement a results-oriented K-20 education incentive and Accountability System
- 8.1 Achieve nationally recognized institutions of higher learning through improving access, funding, performance and accountability

NARRATIVE:

Student access to information through the Internet is critical to their success as more and more information is available. Over the past eight years Florida State University has invested millions of dollars in technology, access and electronic information for our students. Currently, every student receives free, unlimited access to the Internet and all of our electronic information sources. We now provide this full access to more than 34,500 students.

Changes in technology and an increasing demand for services have resulted in our request that we be permitted to collect an access fee in order to enhance services we offer to our students.

Standard commercial access currently costs an individual approximately $29.95 per month without the full range of electronic information services that we offer our students. Commercial providers charge another $100.00 per month for these additional services.

A survey done in April of this year revealed student access fees at other universities ranged from approximately $100 to $300 per semester with many schools having an additional fee for engineering students.
We request authority to charge an access fee that approximates the lowest fees of other universities, $100 per semester. This is considerably below the fees of commercial providers. We further propose to restrict the use of this fee to the costs associated with enhancing technology and information access for our students. No additional state funding is requested for this issue.
ITEM: 6a6

BOARD OF TRUSTEES
July 2, 2002

SUBJECT: FY 2002-2003 Allocation of Fixed Capital Outlay (FCO) Funds

PROPOSED BOARD ACTION

Approve the recommended allocation of Fixed Capital Outlay funds.

BACKGROUND INFORMATION

The 2002 Florida Legislature appropriated $74,463,900 to the University in Fixed Capital Outlay funding and directed the University’s Board of Trustees to expend these funds on the following projects: Utilities/Infrastructure/Capital Renewal/Roofs; Building Envelope Improvements – Phase II; Montgomery Gym Remodeling; Science Bldg. Support Systems; Psychology Center; Planning for the Marine Science Research and Training Center; Land Acquisition; Sarasota – Utilities/Infrastructure Improvements; Sarasota – Ringling Art Museum North addition; Entry Galleries, Main Galleries Expansion, Asolo and Support Facilities; Sarasota Ringling Art Museum Conservation/Curatorial/Collections Facility and Renovations. Additionally, the Legislature appropriated $4,271,622 in Fixed Capital Outlay from the State University System Facility Enhancement Challenge Grants to match private donations for the Marine Science Research and Training Center, Concert Hall, West Coast Symphony Hall, and Pepper Center Renovations.

The Chancellor has notified each university that its Board of Trustees must report to the Governor, President of the Senate, Speaker of the House of Representatives and the Florida Board of Education the amount of funding it allocates to each specific project to which the Board decides to allocate funds. An Explanation of the reason for the deviation from the requested amount should be included in the report.

Supporting Documentation Included: Copy of relevant pages in the General Appropriations Act for FY 2002-2003; Chart of Allocation Options; Chancellor Memorandum.

Other Support Documents Available:

Contact: Senior Vice President John Carnaghi Phone: 644-4444
MEMORANDUM

TO: University Presidents

FROM: Carl W. Blackwell

SUBJECT: 2002-2003 Fixed Capital Outlay Appropriations/Allocations Summary by University and Fund Source

Attached is a copy of the 2002-2003 Fixed Capital Outlay Appropriations/Allocations Summary by University and Fund Source. The summary is provided to assist with the recording of construction project appropriations and the implementation of projects. Included in the information is the distribution of 2002-2003 PECO funds for Maintenance, Repairs, Renovations, and Remodeling as approved by the Florida Board of Education at its June 18, 2002, meeting. Also included in the information are redirections of previous appropriations authorized by the 2002 Legislature.

The reversion date for all 2002-2003 fixed capital outlay appropriations is February 1, 2005. Pursuant to the latest guidelines issued by the Governor’s Office of Planning and Budgeting, only appropriations allocated for site acquisition, planning, or equipment are not subject to reversion. For appropriations with multiple project phases that include construction, the entire project appropriation is subject to reversion. In addition, appropriations for multiple subprojects (such as the funds allocated for remodeling/renovation) are considered to be under the terms of a binding contract if a significant portion of the total appropriation/allocation is under contract. Since the guidelines are subject to change, each university should plan to have all of the appropriated funds under contract within the allotted 31 month period.

Pursuant to provisions contained in Senate Bill 20-E (School Code Rewrite), House Bill 27-E (General Appropriations Act), and House Bill 29-E (Implementing Bill) that relate to the devolution of responsibility to the universities, budget and release will be established in university specific accounts for all previous and new appropriations and construction project budgeting and accounting will become the responsibility of each institution effective July 1, 2002. Accordingly, Chancellor’s Memorandums CM-D-33.00-11/96, SUS Construction Accounting, CM-D-38.00-09/97, Capital Outlay Implementation Plans (COIPS), Budget
Releases and Encumbrance Authorizations, and CM-N-04.00-09/97, Development of Facility Programs will be rescinded and become ineffective as of July 1, 2002. Florida Board of Education, Division of Colleges and Universities Business Office and Capital Budgets Office staff will assist the universities with the establishment of initial budget and release and with the transition of budget and accounting responsibilities. Additional procedural information regarding the creation of new accounts and the transition of responsibility will be forthcoming.

State University System 2002-2003 fixed capital outlay PECO and Facility Enhancement Challenge Grant Program appropriations are provided in total for each university. In most cases, individual project amounts are not provided and each university board of trustees has the discretion to allocate funds to the specified projects. General Appropriations Act proviso language requires that each university’s board of trustees report to the Governor, President of the Senate, Speaker of the House of Representatives, and the Florida Board of Education the amount of funding it allocates to each specific project to which the board decides to allocate funds. If an allocation of funds to a specific project differs significantly from the requested amount for the project, an explanation of the reason for the deviation should be included in the report. The report should be provided as soon as possible after a university’s board of trustees allocation of funds to specific projects. Any revisions to the initial project allocations subsequently made by a board should also be reported. Additionally, the allocation of appropriated funds to specific projects must be reflected in the information submitted by the university as a part of its Capital Improvements Plan (due July 19, 2002).

If you or your staff have questions, please contact me at (850) 201-7100 (SUNCOM 213-7100) or Bob Henker at (850) 201-7343 (SUNCOM 213-7343).

CWB/bhd

Attachment

c:  Mr. Tom Daffin
    Mr. Bob Henker
    Mr. Kenneth Ogletree
    Ms. Bernice Quick
    University Budget Officers
    University Controllers
    University Facility Planning Directors
    University Vice Presidents for Administration and Finance
## SECTION 2 - EDUCATION (ALL OTHER FUNDS)

<table>
<thead>
<tr>
<th>Institution</th>
<th>Amount</th>
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</thead>
<tbody>
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<td>FAU</td>
<td>20,415,000</td>
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<tr>
<td>The Board of Trustees of Florida Atlantic University must expend the funds appropriated in Specific Appropriation 16 on the following projects: planning for a Developmental Research School; planning for a Multi-purpose Center/Teaching Gymnasium; and for construction and equipment related to the Law School Building.</td>
<td></td>
</tr>
<tr>
<td>FAU</td>
<td>27,450,000</td>
</tr>
<tr>
<td>The Board of Trustees of Florida Atlantic University must expend the funds appropriated in Specific Appropriation 16 on the following projects: Student Support Service Building; North Palm Beach Library Expansion; College of Business Expansion/Remodeling; and the Harbor Branch Joint-use Research and Education Facility.</td>
<td></td>
</tr>
<tr>
<td>FGCU</td>
<td>9,500,000</td>
</tr>
<tr>
<td>The Board of Trustees of Florida Gulf Coast University must expend the funds appropriated in Specific Appropriation 16 on the following projects: Classroom/Offices/Labs, Academic 5; and Library Expansion.</td>
<td></td>
</tr>
<tr>
<td>FIU</td>
<td>35,315,000</td>
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<tr>
<td>The Board of Trustees of Florida International University must expend the funds appropriated in Specific Appropriation 16 on the following projects: North Campus Science/Classroom Building; Office/Classroom Building; and the Law School Building.</td>
<td></td>
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<tr>
<td>FSU</td>
<td>74,463,900</td>
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<td>The Board of Trustees of Florida State University must expend the funds appropriated in Specific Appropriation 16 on the following projects: Utilities/Infrastructure/Urban Renewal/Roots; Building Envelope Improvements - Phase II; Montgomery Gym Remodeling; Science Bldg. Support Systems; Psychology Center; Planning for the Marine Science Research &amp; Training Center; Land Acquisition; Sarasota - Utilities/Infrastructure Improvements; Sarasota - Ringling Art Museum North addition, Entry Galleries, Main Galleries Expansion, Asolo and Support Facilities; Sarasota Ringling Art Museum Conservation/curatorial/Collection Facility and Renovations; and for completion of the Basic Sciences Building.</td>
<td></td>
</tr>
<tr>
<td>New College</td>
<td>1,500,000</td>
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<tr>
<td>The Board of Trustees of New College must expend the funds appropriated in Specific Appropriation 16 on the following projects: Land Acquisition.</td>
<td></td>
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<tr>
<td>St. Petersburg College</td>
<td>1,822,406</td>
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<tr>
<td>The Board of Trustees of St. Petersburg College must expend the funds appropriated in Specific Appropriation 16 on the following projects: Building 92.</td>
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<tr>
<td>UCF</td>
<td>29,700,000</td>
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<tr>
<td>The Board of Trustees of the University of Central Florida must expend the funds appropriated in Specific Appropriation 16 on the following projects: Teaching Center; Business Building; planning and construction of the Lively Arts/Theater; Student Support Center; equipment acquisition and site improvements for the Joint Simulation Facility; planning and construction of Engineering Building III; and the Education Building Remodeling.</td>
<td></td>
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</tr>
<tr>
<td>The Board of Trustees of the University of Florida must expend the funds appropriated in Specific Appropriation 16 on the following projects: Cogans Theatre Addition; Library West Addition &amp; Renovation; Pharmacy Remodeling Phase II; and the Holland Law Library Addition.</td>
<td></td>
</tr>
<tr>
<td>UNF</td>
<td>10,898,000</td>
</tr>
<tr>
<td>The Board of Trustees of the University of North Florida must expend the funds appropriated in Specific Appropriation 16 on the following projects: Library Addition/Remodeling/Remodeling; and to Remodel Buildings 2, 3, 4, and 11.</td>
<td></td>
</tr>
<tr>
<td>USF</td>
<td>48,571,239</td>
</tr>
<tr>
<td>The Board of Trustees of the University of South Florida must expend the funds appropriated in Specific Appropriation 16 on the following projects: Natural &amp; Environmental Sciences Bldg.; Chemistry Building Remodeling; Alzheimer's Facility; and the Nursing/health Education Center A. The Board of Trustees of the University of South Florida must expend $20,000,000.</td>
<td></td>
</tr>
</tbody>
</table>
SECTION 2 - EDUCATION (ALL OTHER FUNDS)

Representatives and State Board of Education by October 1, 2002.

20 FIXED CAPITAL OUTLAY
  FLORIDA SCHOOL FOR THE DEAF AND BLIND -
  CAPITAL PROJECTS
  FROM PUBLIC EDUCATION CAPITAL OUTLAY AND
  DEBT SERVICE TRUST FUND ........... 10,331,214

Funds provided in Specific Appropriation 20 are for the following projects:

  Site Acquisitions .............................................. 750,024
  Renovation, Remodeling, Covered Walkway ................... 6,700,000
  Capital Asset Management & Safety Projects ............. 2,679,200
  Master Plan Update ........................................... 6,000

20A FIXED CAPITAL OUTLAY
  DIVISION OF BLIND SERVICES - CAPITAL
  PROJECTS
  FROM GRANTS AND DONATIONS TRUST FUND ................... 400,000
  FROM PUBLIC EDUCATION CAPITAL OUTLAY AND
  DEBT SERVICE TRUST FUND ........... 1,133,115

Funds in Specific Appropriation 20A are appropriated to the Division of Blind Services for Renovation and Construction projects at the Rehabilitation Campus Center.

20B FIXED CAPITAL OUTLAY
  EDUCATION FACILITIES MATCHING GRANTS
  FROM GENERAL REVENUE FUND ........... 854,000

Funds in Specific Appropriation 20B are appropriated to the Gulf Coast Museum of Art for a museum educational facility with exhibition galleries, an auditorium and studio/classroom buildings for teaching programs in the visual arts. These funds shall be matched with three dollars from private sources for each state dollar received.

21 FIXED CAPITAL OUTLAY
  PUBLIC BROADCASTING PROJECTS
  FROM PUBLIC EDUCATION CAPITAL OUTLAY AND
  DEBT SERVICE TRUST FUND ........... 5,280,000

Funds provided in Specific Appropriation 21 shall be used for the following projects:

  WSRB-TV - Pensacola - Construction ...................... 3,000,000
  WMFE-TV - Orlando - Construction ....................... 2,280,000

21A FIXED CAPITAL OUTLAY
  PUBLIC SCHOOL FACILITIES
  FROM GENERAL REVENUE FUND ........... 715,565

Funds in Specific Appropriation 21A are for replacement of Building 0001 at Cedar Key, Florida at the recommended square footage according to the state requirements for educational facilities.

21B FIXED CAPITAL OUTLAY
  STATE UNIVERSITY SYSTEM FACILITY
  ENHANCEMENT CHALLENGE GRANTS
  FROM GENERAL REVENUE FUND ........... 35,771,192

Funds in Specific Appropriation 21B shall be allocated to the Board of Trustees of the named university as matching funds for the Courtesi Facilities Matching Grants Program as follows:

  FAMU ......................................................... 1,543,464
  School of Journalism
  FAU ....................................................... 9,000,000
  Library Addition, College of Nursing, and Psychology
  FGCU ...................................................... 3,000,000
  Teaching Gymnasium, Health Education Center
  FIU ...................................................... 2,935,275
  Art Museum, Wolfsenian Museum, Office/Classroom
  Graduate School of Business, Marine Animal Rescue
  Program Facility
  FSU ...................................................... 4,271,622
  Marine Science Research & Training Center, Research & Train Hall,
  West Coast Symphony Hall, Pepper Center Renovations
Florida State University  
FY 2002-2003 PECO Allocation Scenarios

<table>
<thead>
<tr>
<th>Project Name</th>
<th>FSU PECO Request</th>
<th>PECO Allocation Scenarios</th>
<th>A [Tracks Original Request]</th>
<th>B</th>
<th>C</th>
<th>D</th>
</tr>
</thead>
<tbody>
<tr>
<td>Utilities/infrastructure/capital renewal/Roofs (P,C)*</td>
<td>$4,500,000</td>
<td>$4,500,000</td>
<td>$4,500,000</td>
<td>$4,500,000</td>
<td>$2,000,000</td>
<td></td>
</tr>
<tr>
<td>Land Acquisition (LA)</td>
<td>$5,000,000</td>
<td>$5,000,000</td>
<td>$5,000,000</td>
<td>$5,000,000</td>
<td>$4,500,000</td>
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</tr>
<tr>
<td>Building Envelope Improvements - Phase II (C)</td>
<td>$2,350,000</td>
<td>$2,350,000</td>
<td>$2,350,000</td>
<td>$2,350,000</td>
<td>$963,900</td>
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</tr>
<tr>
<td>Science Building Support Systems (P,C)</td>
<td>$4,100,000</td>
<td>$4,100,000</td>
<td>$4,100,000</td>
<td>$4,100,000</td>
<td>$100,000</td>
<td></td>
</tr>
<tr>
<td>Psychology Center (C)</td>
<td>$24,500,000</td>
<td>$24,500,000</td>
<td>$24,500,000</td>
<td>$24,500,000</td>
<td>$7,000,000</td>
<td></td>
</tr>
<tr>
<td>Montgomery Gym Remodeling (E)</td>
<td>$1,500,000</td>
<td>$1,500,000</td>
<td>$1,500,000</td>
<td>$1,500,000</td>
<td>$1,500,000</td>
<td></td>
</tr>
<tr>
<td>Basic Science Building (C,E)</td>
<td>$15,000,000</td>
<td>$15,000,000</td>
<td>$15,000,000</td>
<td>$15,000,000</td>
<td>$15,000,000</td>
<td></td>
</tr>
<tr>
<td>Marine Science Research and Training Center (Partial)</td>
<td>$4,000,000</td>
<td>$500,000</td>
<td>$500,000</td>
<td>$500,000</td>
<td>$500,000</td>
<td></td>
</tr>
<tr>
<td>Retain for Plans</td>
<td>$5,398,877</td>
<td>$9,713,900</td>
<td>$17,013,900</td>
<td></td>
<td></td>
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</tbody>
</table>

Total Main Campus: $60,950,000 $62,848,877 $67,163,900 $74,463,900 $31,563,900

<table>
<thead>
<tr>
<th>Project Name</th>
<th>FSU PECO Request</th>
<th>PECO Allocation Scenarios</th>
<th>A [Tracks Original Request]</th>
<th>B</th>
<th>C</th>
<th>D</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sarasota - Utilities/Infrastructure Improvements</td>
<td>$7,300,000</td>
<td>$7,300,000</td>
<td>$7,300,000</td>
<td>0</td>
<td>$7,300,000</td>
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<tr>
<td>Sarasota - Ringling Art Museum North Addition</td>
<td>$2,237,544</td>
<td>$2,237,544</td>
<td>$2,237,544</td>
<td>0</td>
<td>$10,600,000</td>
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<tr>
<td>Main Galleries Expansion</td>
<td></td>
<td></td>
<td></td>
<td>0</td>
<td>$2,000,000</td>
<td></td>
</tr>
<tr>
<td>Sarasota Ringling Art Museum</td>
<td>$2,077,479</td>
<td>$2,077,479</td>
<td>$2,077,479</td>
<td>0</td>
<td>$2,000,000</td>
<td></td>
</tr>
<tr>
<td>Conservation/Curatorial/Collections Facility</td>
<td></td>
<td></td>
<td></td>
<td>0</td>
<td>$2,000,000</td>
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<tr>
<td>West Wing Renovations</td>
<td></td>
<td></td>
<td></td>
<td>0</td>
<td>$2,000,000</td>
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<tr>
<td>Retain for Endowment Plan</td>
<td></td>
<td></td>
<td></td>
<td>0</td>
<td>$21,000,000</td>
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</tbody>
</table>

Total Ringling: $11,615,023 $11,615,023 $7,300,000 $0 $42,900,000

TOTAL $72,565,023 $74,463,900 $74,463,900 $74,463,900 $74,463,900

* P = planning, C = construction, E = equipment, LA = land acquisition
BOARD OF TRUSTEES  
July 2, 2002  

SUBJECT: FY2003-04 Fixed Capital Outlay Budget Request  

PROPOSED BOARD ACTION  

Move approval of the University's FY2003-04 Fixed Capital Outlay (FCO) Budget Request.  

BACKGROUND INFORMATION  

Pursuant to Sections 216.0158, 216.043 and 235.435, Florida Statutes, the submission of the Florida Board of Education Division of Colleges and Universities 2003-04 Fixed Capital Outlay Budget Request requires that each college and university update its Capital Improvements Plan (CIP). The CIP, as used by the Division of Colleges and Universities (DCU), is intended to present the additional academic and academic support facilities needed for a five-year period. The submittal of the updated CIP is due at the DCU on July 19, 2002.  

Additionally, information for the 2003-04 Appropriations Bill concerning the following legislative approvals must be submitted with the initial CIP:  

1. Bonded projects  
2. Projects funded from institution sources which require general revenue for operation  
3. Projects to be financed and constructed by a Direct Support Organization  
4. Necessary revisions to previous appropriations.  

Supporting Documentation Included: Recommended five year capital improvement plan and a list of projects requiring specific legislative approvals.  

Other Support Documents Available: None  

Contact: Senior Vice President John Carnaghi  
Phone: 644-4444
<table>
<thead>
<tr>
<th>Priority No.</th>
<th>Project Name</th>
<th>Request Per Fiscal Year</th>
<th>Total Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Utilities/Infrastructure/Capital Renewal</td>
<td>4,300,000 PC</td>
<td>4,300,000 PC</td>
</tr>
<tr>
<td>2</td>
<td>Land Acquisition</td>
<td>5,000,000 LA</td>
<td>5,000,000 LA</td>
</tr>
<tr>
<td>3</td>
<td>Building Envelope Improvements</td>
<td>1,400,000 C</td>
<td>250,000 P</td>
</tr>
<tr>
<td>4</td>
<td>Science Building Support System Improvements</td>
<td>4,000,000 PC</td>
<td>3,100,000 PC</td>
</tr>
<tr>
<td>5</td>
<td>Psychology Center</td>
<td>17,500,000 PCE</td>
<td>17,500,000</td>
</tr>
<tr>
<td>6</td>
<td>Marine Science Research and Training Center</td>
<td>3,500,000 PCE</td>
<td>3,500,000 PCE</td>
</tr>
<tr>
<td>7</td>
<td>Johnston Building Remodeling</td>
<td>1,600,000 P</td>
<td>15,000,000 C</td>
</tr>
<tr>
<td>8</td>
<td>Campus Networking Improvements</td>
<td>4,100,000 PC</td>
<td>3,100,000 PCE</td>
</tr>
<tr>
<td>9</td>
<td>Maintenance Complex</td>
<td>1,150,000 P</td>
<td>13,400,000 C</td>
</tr>
<tr>
<td>10</td>
<td>Life Sciences Teaching &amp; Research Center</td>
<td>2,400,000 P</td>
<td>30,000,000 C</td>
</tr>
<tr>
<td>11</td>
<td>Hoffman Teaching Lab Renovation</td>
<td>975,000 P</td>
<td>9,500,000 C</td>
</tr>
<tr>
<td>12</td>
<td>Stone Building Expansion</td>
<td>450,000 P</td>
<td>4,825,000 C</td>
</tr>
<tr>
<td>13</td>
<td>Fine Arts Building Remodeling and Expansion</td>
<td>1,500,000 P</td>
<td>15,750,000 C</td>
</tr>
<tr>
<td>14</td>
<td>Math/Meteorology Complex</td>
<td>1,925,000 P</td>
<td>19,800,000 C</td>
</tr>
<tr>
<td>15</td>
<td>Shores Building Expansion</td>
<td>750,000 P</td>
<td>7,450,000 C</td>
</tr>
<tr>
<td>16</td>
<td>Conrad Building Remodeling</td>
<td>945,000 P</td>
<td>948,000,000 C</td>
</tr>
<tr>
<td>17</td>
<td>Panama City Campus Expansion</td>
<td>85,000 P</td>
<td>675,000 CE</td>
</tr>
<tr>
<td>18</td>
<td>Eppes Hall Remodeling</td>
<td>520,000 P</td>
<td>4,200,000 C</td>
</tr>
<tr>
<td>19</td>
<td>Kellogg Research Building Remodeling</td>
<td>760,000 P</td>
<td>6,340,000 C</td>
</tr>
<tr>
<td>20</td>
<td>Westcott Building Remodeling</td>
<td>810,000 P</td>
<td>810,000 P</td>
</tr>
<tr>
<td>21</td>
<td>Tully Gym Remodeling</td>
<td>1,200,000 P</td>
<td>1,200,000 P</td>
</tr>
<tr>
<td>22</td>
<td>Turnbull Conference Center Expansion</td>
<td>640,000 P</td>
<td>640,000 P</td>
</tr>
<tr>
<td>23</td>
<td>Harpe Johnson Building Remodeling</td>
<td>400,000 P</td>
<td>2,850,000 C</td>
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<tr>
<td>24</td>
<td>FAMU - FSU College of Engineering Phase III</td>
<td>1,000,000 P</td>
<td>9,000,000 CE</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>48,550,000</td>
<td>55,825,000</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Challenge Grant Projects</th>
<th>15,375,000 PCE</th>
<th>15,375,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Concert Hall - Challenge Grant (State Share)</td>
<td></td>
<td>15,375,000</td>
</tr>
<tr>
<td>Business Bldgs. Remodeling &amp; Expansion (State Share)</td>
<td>5,000,000 PCE</td>
<td>5,000,000</td>
</tr>
<tr>
<td>FSU Child Development Center (State Share)</td>
<td>5,000,000 PCE</td>
<td>5,000,000</td>
</tr>
<tr>
<td>College of Law Renov. &amp; Expansion (State Share)</td>
<td>5,000,000 PCE</td>
<td>5,000,000</td>
</tr>
<tr>
<td>Chemistry Building (State Share)</td>
<td>5,000,000 PCE</td>
<td>5,000,000</td>
</tr>
<tr>
<td>TOTAL</td>
<td>35,375,000 PCE</td>
<td>35,375,000</td>
</tr>
</tbody>
</table>

GRAND TOTAL                                                  81,925,000 |

55,825,000 |

95,480,000 |

28,235,000 |

31,215,000 |

292,680,000 |

P = Planning  C = Construction  E = Equipment  LA = Land Acquisition
<table>
<thead>
<tr>
<th>Univ</th>
<th>Project Title</th>
<th>GSF (Total)</th>
<th>Brief Description of Project</th>
<th>Project Location</th>
<th>Project Amount</th>
<th>Funding Source</th>
<th>Est Annual Amt for Operational &amp; Maint Costs</th>
<th>Renewal of Legislative Approval (Yes/No)</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSU</td>
<td>Student Services Building</td>
<td>45,000</td>
<td>This project involves the construction of 45,000 square feet of space for student advising/testing, a computer lab, and space for Contracts and Grants. General Revenue funding is sought only for the portion of the building which will house E&amp;G operations, which is approximately 38,000 gsf.</td>
<td>Main Campus</td>
<td>$7,800,000</td>
<td>FSU Research Foundation / CIFT</td>
<td>$190,000 General Revenue</td>
<td>Yes</td>
</tr>
<tr>
<td>FSU</td>
<td>Alumni Center</td>
<td>40,000</td>
<td>This project involves the development of a new Alumni Center. This project includes the renovation of the house formerly used by past University presidents. Additionally, new space will be constructed to house the operations of Alumni Affairs and for receptions/meetings. This project will also construct a new residence for future presidents and complete site improvements to the property.</td>
<td>Main Campus</td>
<td>$7,900,000</td>
<td>Private Funds and Bond Revenues</td>
<td>$200,000 General Revenue</td>
<td>Yes</td>
</tr>
<tr>
<td>FSU</td>
<td>Communications Facility</td>
<td>163,500</td>
<td>(Total) This project involves the construction of a multi-purpose facility for academic and athletic use. Project funding has been derived from PECO and the Seminole Boosters, Inc. General Revenue funding is sought only for the portion of the building which will house primarily E&amp;G operations, which is approximately 67,000 gsf.</td>
<td>Main Campus</td>
<td>$24,000,000</td>
<td>PECO/ Seminole Boosters, Inc.</td>
<td>$435,000 General Revenue</td>
<td>No</td>
</tr>
<tr>
<td>Univ</td>
<td>Project Title</td>
<td>GSF</td>
<td>Brief Description of Project</td>
<td>Project Amount</td>
<td>Project Location (City/County)</td>
<td>Revenue Source to be Pledged</td>
<td>Renewal of Approval (Yes/No)</td>
<td></td>
</tr>
<tr>
<td>--------</td>
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<td></td>
</tr>
<tr>
<td>FSU</td>
<td>Alumni Center</td>
<td>40,000</td>
<td>This project involves the development of a new Alumni Center. This project includes the renovation of the house formerly used by past University presidents. In addition, new space will be constructed to accommodate the operations of Alumni Affairs and for receptions/meetings. This project will also construct a new residence for future University presidents and complete site improvements to the property.</td>
<td>$7,900,000</td>
<td>Main Campus Tallahassee Leon County</td>
<td>Private Funds and Bond Revenues</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>FSU</td>
<td>Campus Landscaping Improvements</td>
<td>N/A</td>
<td>The project involves a series of improvements on the Main Campus involving new landscaping, seating areas and similar amenities.</td>
<td>$1,300,000</td>
<td>Main Campus Tallahassee Leon County</td>
<td>Private Funds</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>FSU</td>
<td>Research and Development Facilities</td>
<td>140,000</td>
<td>This project involves the construction of a new 80,000 square foot building for research and development and major renovations to 60,000 square feet of space in two existing buildings, the Morgan and Sliger-Fugua Complex.</td>
<td>$15,000,000</td>
<td>Innovation Park Tallahassee Leon County</td>
<td>FSU Research Foundation</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>FSU</td>
<td>Research and Development Facility</td>
<td>80,000</td>
<td>This project involves the construction of a new building for research and development.</td>
<td>$13,000,000</td>
<td>Innovation Park Tallahassee Leon County</td>
<td>FSU Research Foundation</td>
<td>Yes</td>
<td></td>
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<tr>
<td>FSU</td>
<td>Research and Development Facility - Number Three</td>
<td>80,000</td>
<td>This project involves the construction of a new building for research and development.</td>
<td>$13,000,000</td>
<td>Innovation Park Tallahassee Leon County</td>
<td>FSU Research Foundation</td>
<td>Yes</td>
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<tr>
<td>FSU</td>
<td>Research and Development Facility - Number Four</td>
<td>80,000</td>
<td>This project involves the construction of a new building for research and development.</td>
<td>$13,000,000</td>
<td>Innovation Park Tallahassee Leon County</td>
<td>FSU Research Foundation</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>FSU</td>
<td>Student Services Building</td>
<td>30,000</td>
<td>This project involves the new construction of new space for student advising/testing, a computer lab, and space for Contracts and Grants.</td>
<td>$6,000,000</td>
<td>Main Campus Tallahassee Leon County</td>
<td>FSU Research Foundation</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>FSU</td>
<td>French Study Center</td>
<td>40,000</td>
<td>This project involves the acquisition of land and construction of a multi-purpose facility for academic and student housing.</td>
<td>$10,000,000</td>
<td>Paris Vicinity, France</td>
<td>DSO Bond Financing</td>
<td>Yes</td>
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<tr>
<td>FSU</td>
<td>Spanish Study Center</td>
<td>140,000</td>
<td>This project involves the acquisition of land and construction of a multi-purpose facility for academic and student housing.</td>
<td>$11,000,000</td>
<td>Valencia Vicinity, Spain</td>
<td>DSO Bond Financing</td>
<td>Yes</td>
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<tr>
<td>FSU</td>
<td>Panama Study Center</td>
<td>150,000</td>
<td>This project involves the acquisition of land and construction of a multi-purpose facility for academic and student housing.</td>
<td>$6,000,000</td>
<td>Panama, Panama</td>
<td>DSO Bond Financing</td>
<td>Yes</td>
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<tr>
<td>FSU</td>
<td>Italian Study Center</td>
<td>40,000</td>
<td>This project involves the acquisition of land and construction of a multi-purpose facility for academic and student housing.</td>
<td>$10,000,000</td>
<td>Florence, Italy</td>
<td>DSO Bond Financing</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Univ</td>
<td>Project Title</td>
<td>GSF</td>
<td>Brief Description of Project</td>
<td>Project Amount</td>
<td>Project Location</td>
<td>Revenue Source to be Pledged</td>
<td>Renewal of Approval (Yes/No)</td>
<td></td>
</tr>
<tr>
<td>-------</td>
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<td></td>
</tr>
<tr>
<td>FSU</td>
<td>Parking Improvements</td>
<td>250,000</td>
<td>This project will provide a series of parking improvements on the Main Campus including the construction of a new 1,000 car parking garage, the development of new surface lots, and improvements to existing surface lots.</td>
<td>$20,000,000</td>
<td>Main Campus Tallahassee Leon County</td>
<td>Parking / Transportation Fees</td>
<td>Yes</td>
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<tr>
<td>FSU</td>
<td>Parking Garage No. 4</td>
<td>250,000</td>
<td>This project involves the construction of the University's third 1,000 car parking garage.</td>
<td>$20,000,000</td>
<td>Main Campus Tallahassee Leon County</td>
<td>Parking / Transportation Fees</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>FSU</td>
<td>Alumni Center</td>
<td>40,000</td>
<td>This project involves the development of a new Alumni Center. This project includes the renovation of the residence formerly used by past University presidents. In addition, new space will be constructed to house the operations of Alumni Affairs and for receptions/meetings. Finally, this project will also construct a new residence for future University presidents and complete substantial site improvements to the property. Funding will be provided by private funds (approximately $3 million) and bond revenues (approximately $5 million).</td>
<td>$7,900,000</td>
<td>Main Campus Tallahassee Leon County</td>
<td>Private Funds and Bond Revenues</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>FSU</td>
<td>French Study Center</td>
<td>40,000</td>
<td>This project involves the acquisition of land and construction of a multi-purpose facility for academic and student housing.</td>
<td>$10,000,000</td>
<td>Paris Vicinity, France</td>
<td>DSO Bond Financing</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>FSU</td>
<td>Spanish Study Center</td>
<td>140,000</td>
<td>This project involves the acquisition of land and construction of a multi-purpose facility for academic and student housing.</td>
<td>$11,000,000</td>
<td>Valencia Vicinity, Spain</td>
<td>DSO Bond Financing</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>FSU</td>
<td>Panama Study Center</td>
<td>150,000</td>
<td>This project involves the acquisition of land and construction of a multi-purpose facility for academic and student housing.</td>
<td>$6,000,000</td>
<td>Panama, Panama,</td>
<td>DSO Bond Financing</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>FSU</td>
<td>Italian Study Center</td>
<td>40,000</td>
<td>This project involves the acquisition of land and construction of a multi-purpose facility for academic and student housing.</td>
<td>$10,000,000</td>
<td>Florence, Italy</td>
<td>DSO Bond Financing</td>
<td>Yes</td>
<td></td>
</tr>
</tbody>
</table>
BOARD OF TRUSTEES
July 2, 2002

SUBJECT:  Litigation Involving Cybermark, Inc.

PROPOSED BOARD ACTION

Approve the Request to institute legal proceedings against Cybermark, Inc.

BACKGROUND INFORMATION

Cybermark Inc. is a private company that was organized by several corporations to participate in the development and servicing of a smart card for use in higher education. The card was developed by FSU. Its supporting technology and clients were subsequently turned over to Cybermark in a set of negotiations initiated after the university decided it should not be in the marketing and services business. Under the terms of the negotiated contract, Cybermark is to pay the university royalties and provide services to our car without charge.

Cybermark is behind in its royalty payments. As important, the firm has announced that it is leaving the higher education business and will no longer service the university, as required under contract. They are planning to have another company, ITC Systems, assume their client base and are refusing to provide use access to our database as well as the software and keys needed to continue our operation.

The business agreement between Cybermark and ITC Systems is moving quickly. The University seeks approval by the Board to institute legal proceedings against the firm for breach of Contract for its failure to pay past due royalties pursuant to agreement, and for its unilateral termination of smart card services to the University, resulting in monetary and other damages. The University will seek monetary damages and will be represented by the Office of the Attorney General.

Supporting Documentation Included:  May 31, 2002 Letter from Dayton Cramer, FSU Deputy General Counsel to Department of Legal Affairs

Other Support Documents Available:  None

Contact:  Senior Vice President John Carnaghi
Robert Jurand, Associate General Counsel

Phone:  644-4444
May 31, 2002

Jerry Currington, Esq.
Deputy Attorney General
Department of Legal Affairs
PL-01, The Capitol
Tallahassee, Florida 32399-1050

Re: Florida State University Board of Trustees v. Cybermark, Inc.

Dear Mr. Currington:

The Florida State University has been damaged by actions taken and anticipated to be taken by Cybermark, Inc., a company that has provided services related to the FSU Card for the past few years, pursuant to a written agreement. The University wishes to institute legal proceedings, including filing a complaint for damages for breach of contract as well as for equitable and/or injunctive relief against Cybermark, Inc. The University requests the Department of Legal Affairs to assist in representing the University in this action. A copy of the contract as well as other supporting documentation is enclosed.

If you determine that the Department can provide legal representation in this matter, please let us know who is assigned to the case at your earliest convenience. It is anticipated that Cybermark, Inc. will be taking significant actions in the next few days. Accordingly, time is of the essence in obtaining a temporary restraining order or other emergency relief as part of the University’s legal action(s) against the company. Please have the attorney you assign to the case contact Associate General Counsel Robert Jurand as soon as possible. Mr. Jurand is available to work closely with the Department as co-counsel, and will be able to discuss the background of the case or give any other needed assistance. Please furnish this office with copies of all pleadings and other court papers, including court orders, discovery documents, and correspondence in this case.

Thank you for your assistance in this matter.

Sincerely,

Dayton M. (Mike) Cramer
Deputy General Counsel

DMC/RBJ/be

Enclosures