

FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES  
MEETING MINUTES

June 7, 2017  
12:30 pm

Florida State University  
Augustus B. Turnbull III  
Florida State Conference Center  
555 West Pensacola Street  
Tallahassee FL

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Members Present: Todd Adams, Kathryn Ballard\*, Ed Burr, Billy Buzzett, June Duda, Mark Hillis, Craig Mateer, Leslie Pantin, Bob Sasser, Brent Sembler and Kyle Hill  
*\*Called In*

**I. CALL TO ORDER AND WELCOME**

*Mr. Ed Burr, Chair*

Chair Burr called the meeting to order at 12:30 pm. Lynna Sands conducted the roll call.

**II. APPROVAL OF MINUTES (ACTION)**

The February 22, 2017, meeting minutes were approved as presented.

**III. PUBLIC COMMENTS**

*Mr. Bill Lowman requested the Board of Trustees to look at expanding WFSU Radio to include FAMU. He feels the dialogue between FSU and FAMU is critical due to current world issues. The dialogue would help promote a diverse community.*

**IV. PRESIDENT'S COMMENTS**

*Mr. John Thrasher, President*

President Thrasher opened up his update with welcoming two new members of Board of Trustees, Dr. Todd Adams and Mr. Kyle Hill.

President Thrasher thanked the Board for their efforts at the workshop yesterday and indicated it was a very productive day and he appreciated everyone's engagement.

Additionally, President Thrasher welcomed the new Vice President for Student Affairs, Ms. Amy Hecht. She will be on campus in July.

He summarized the success of the recent legislative session including FSU will receive resources for a number of our important programs as well as on-going and new construction projects

The President reported that he, FSU VP Research Ostrander, UF President Kent Fuchs and UF Vice President for Research Dave Norton recently toured the MagLab. President Fuchs serves on the National Science Board which oversees the Nation Science Foundation. The support of NSF is critical to the ongoing research activities of the MagLab and FSU.

Three esteemed alums Wendy Clark, Michael Goldberg and Brian Murphy spoke at our Spring Commencement ceremonies last month. This was the largest commencement exercise to date. 5,200 students walked across the stage over the three commencement ceremonies. We are ranked in the top 15 universities nationally in terms of 4-year graduation rate and we also have one of the highest graduation rates for African Americans.

The President invited Board of Trustee members to visit the FSU Career Center which is recognized as doing an outstanding job of helping our students find jobs. He observed that two-thirds of our graduating students have job offers when they leave FSU. Furthermore, the students indicate that the FSU Career Center was the number one source for helping them find jobs upon graduation.

We have just submitted our data that is compiled and used for the annual US News university ranking. He noted that we are working hard on all the categories that contribute to the ranking and that the students are at the heart of what we are doing.

We had a record number of applications for admission into FSU this past year. 42,325 students completed applications, which is a 16% jump over last year's total. We expect to enroll 6,400 this Fall with average gpa of 4.1 and average ACT score of 29. This success is a reflection of our great faculty and students.

Recently, we hosted Ms. Jan Moran on our campus and we provided an update on our activities to date that were made possible by her generous gift. Next Fall we will start our new program in Entrepreneurship. We are halfway through renovations of the downtown building. In summary, a lot of progress has been made in the last 18 months and Ms. Moran's \$100 M gift will transform FSU. FSU is well on its way to becoming national beacon for entrepreneurship.

We have executed the 10-year contract with Sodexo and our contract with Coca-Cola is now in place and it will provide internships for our students.

The President attended the annual “Noles in New York” event. This was another outstanding series of FSU performances. While in New York, he met with donors and alumni.

The President also visited our Panama City, Florida Campus where he met with donors and attended the FSU Foundation Board Meeting. Dean Randy Hanna continues to go a great job with the FSU Panama City Campus.

## **V. CONSENT ITEMS**

- A. Requesting Approval for Proposed Amendment University Regulation FSU-2.02420 Exit Interviews
- B. Requesting Approval of Amendment to Regulation FSU-2.015 Procurement and Purchasing
- C. Requesting Approval to Implement MS in Business Analytics
- D. Requesting Approval to Explore MS in Systems Engineering
- E. Requesting Approval to Explore BS in Biomedical Engineering
- F. Requesting Approval to Explore MS in Project Management
- G. Requesting Approval of the 2017 Work Plan
- H. Requesting Approval of the Student Government Bills and Resolutions
- I. Requesting Approval of Amendment to Regulation FSU—1.057 Public Records – Final Orders; Index and Listing, Management, Availability

*Trustee Sembler moved to approve Consent Items A-I. Trustee Mateer seconded the motion and was approved unanimously.*

## **VI. NEW BUSINESS**

### **A. University Advancement**

*Dr. Thomas W. Jennings, Vice President for University Advancement*

Vice President Jennings provided an update on the activities and accomplishments of the FSU Alumni Association led by Mr. Scott Atwell, President, and 23 staff members.

- Over 700 Westcott Plaza bricks were sold generating \$194,000
- Over \$195,000 in scholarship support was received through 88 Seminole Clubs and Chapters
- More than 100 Club and Chapter leaders came to FSU in April for the annual Leadership Weekend training for volunteers
- The Alumni Association volunteers contributed an estimated 20,000 hours of volunteer service in support of FSU
- Over 261 events were held at the Alumni Center with over 28,000 attendees
- The VIRES Magazine counts over 46,000 readers
- The Alumni Association membership includes over 24,000 individuals

- More than 23,000 people follow the Alumni Association on Facebook
- 750 email blasts were sent out from the Alumni Association and had more than 1.8 million opens
- The Alumni Association endowment fund has grown to over \$3,000,000
- The “Seminoles at Sea” is scheduled for October 26-29, 2017. Over 400 alumni and guests are expected to set sail on the Disney Cruise. Events include watching the FSU-Boston College football game together.
- The Alumni Association National Board of Directors recently met at the Seminole Tribe of Florida headquarters in Hollywood, Florida, to conduct its annual spring meeting. The newly elected Chair of the Board is alumnus Craig Lynch, from Charlotte, NC.

Vice President Jennings reported on the FSU Foundation’s activities.

- The FSU Foundation Board of Trustees held its annual spring meeting in May at the FSU-Panama City Campus.
- The FSU Foundation recently hired RSM Auditors to test the security of the donor database by attempting to “hack” into it; RSM was unsuccessful in this effort.
- The FSU Foundation and President Thrasher jointly hosted events this year in Naples, Jacksonville, Miami, Ft. Lauderdale and Tallahassee
- The FSU Foundation Board members took an active role in this year’s “Great Give” (a 36-hour online giving push), committing more than \$15,000 in challenge grants for the effort, which attracted additional gifts from others and helped set a new Great Give record with over \$348,000 received, which was a 45% increase in dollars and donors over the previous year.
- Gifts and pledges totaling \$56 million were received by the FSU Foundation through May 10, 2017
- FSU Foundation leadership will meet individually with deans and college-based development officers this summer to review FY2018 unit-based annual goals and Campaign goals.

Vice President Jennings updated Trustees on the Raise the Torch Campaign:

- Announcements about the Campaign total went silent in October 2016 in order to leverage additional gifts and to heighten anticipation about the final result. The Campaign continues to run well ahead of schedule, and we are very close to the \$1B total. The Campaign will end on June 30, 2018. The University will continue to remain silent about the Campaign total through the remainder of the Campaign. This will help encourage additional gifts from donors during FY2018. We plan to have a Campaign celebration in September 2018 where we announce the grand total received and the various accomplishments of the money received during the campaign. During the final year of Raise the Torch, fundraising efforts

will focus on three areas: 1) unmet college and unit goals, 2) the CARE Program (Center for Academic Retention and Enhancement), and 3) faculty support.

Vice President Jennings provided several updates as context to the current fundraising climate in Florida and nationally:

- The University of Florida is planning to publicly launch a \$3B fundraising campaign in 2018.
- USF will conclude its 13-year, \$1B campaign this fall
- UCF plans to announce a \$500M campaign in 2018.
- Nationally, in 2016, higher education institutions received \$41B in gift commitments...a 0.4% increase over 2015. The top 20 institutions (less than 1%) received 27% (\$11.B) of all gifts to higher education. Nationally, alumni giving declined 8.5%, non-alumni individual giving declined 6%, corporate giving increased 15%, and foundation giving increased 10%.
- The University's investment in the Campaign staffing helped FSU go from annual fundraising totals of approximately \$90M/year to over \$125M/year.
- The DSO Bill recently passed by the Florida legislature could have significant effects on fundraising at FSU. The bill, if signed by the governor, would have the following components:
  - No state dollars to be used for salaries of DSO-related staff (beginning in 2022),
  - No state dollars to be used for travel
  - DSOs to report publicly on their use of private funds for travel,
  - DSOs to report publicly on the use of any state funds by the DSO.
- Fundraising at Florida universities is a public-private partnership. The DSOs at Florida State University are "best practices" organizations. The DSO staff members work hard to use scarce resources in the most effective and efficient way to achieve the highest return on investment for FSU.

In conclusion, Jennings played a new campaign video, featuring and FSU student who is the CARE Program, which is one of the featured components of the Raise the Torch Campaign during its final year.

## **Information Items**

### **Seminole Boosters' Update**

*Ms. Nylah Thompson, Chair, Seminole Boosters Board of Directors*

Vice President Tom Jennings introduced FSU alumna Nylah Thompson, Chair of the Seminole Boosters Board of Directors. Ms. Thompson gave an update on the progress and plans for Seminole Boosters.

### **Action Items**

1. Requesting Approval for revisions to the FSU Alumni Association Bylaws  
*Trustee Pantin moved to approve the revisions to the FSU Alumni Association Bylaws. Trustee Duda seconded the motion and was approved unanimously.*
2. Requesting Approval for revisions to the FSU Foundation Bylaws  
*Trustee Buzzett moved to approve the revisions to the FSU Foundation Bylaws. Trustee Hill seconded the motion and was approved unanimously.*
3. Requesting Approval for revisions FSU Real Estate Foundation Bylaws  
*Trustee Adams moved to approve the revisions to the FSU Real Estate Foundation Bylaws. Trustee Sembler seconded the motion and was approved unanimously.*

### **B. Academic Affairs**

*Dr. Sally McRorie, Provost and Executive Vice President for Academic Affairs*

#### **Student Success**

- FSU continues to be recognized as a national leader in student success.
- FSU was recently identified in a national study by the Education Trust as having one of the highest graduation rates of African American students of nearly 700 universities.
- Underrepresented students are more likely to graduate if they attend FSU compared to nearly any other public university in the country
- The student population at Florida State consists of 31.9 percent underrepresented students. The report from The Education Trust found that 74.5 percent of FSU's African-American students — who make up 8.4 percent of the student body — graduate within six years. Nationally, about 40 percent of full-time, African-American students earn a degree in six years.

#### **New Avenues for Engagement**

- FSU has developed into one of the nation's great drivers of economic and social mobility.
- The FSU Strategic Plan directs FSU to emerge as one of nation's strongest and most diverse talent pipelines
- The talent development pipeline means we have to ensure that every student has opportunities for experiential learning, like internships, research, and service-learning.
- We want to raise our expectations so that every student, regardless of background or family income, can have these kinds of opportunities.
- Already we have this expectation as an optional part of our graduation requirements (they are called formative experiences as part of our liberal studies program).

- Ensure that we develop more funding support for low-income students and sufficient opportunities for every student.
- ally we want all students to have at least two or even three experiences, often starting in their freshman year.
- Getting students to succeed and engage fully with the university means we need to continue to bolster student engagement, starting with the freshman year as students build their foundation for the next four years.
- FSU is a destination campus where over 75% of our students come from over four hours away, the furthest in the State University System. As such, we are compelled to build a dynamic on-campus living community that engages our students and helps them learn how to interact, collaborate, and work with diverse populations.
- Our new Engage 100 project one recent effort to do just that. Similar to Take 15, we are embarking on a campaign to raise expectations about student engagement with the university. We are starting with freshman. The number one reason freshman students report for withdrawing from the university is that they don't feel connected to the institution, that there is a lack of sense of belonging.
- We want students to be challenged and fully develop, and we are working through our advisors and staff to promote student engagement in university programming that provides student access to a small peer network, student peer advisors, and connections to faculty and staff. This includes programs like our Freshman Interest Groups, Undergraduate Research Programs, and Living Learning Community, but we will need to develop more opportunities in the coming years so that every freshman student has this level of engagement with the university.

### **Career Initiatives**

- FSUshadow is another one of our recent efforts to promote student career success. Administered through the Career Center, this project gives students short term job shadow opportunities during winter and spring breaks.
- Students get exposure to different careers by shadowing working professionals. Ideally these shadow opportunities lead to internships and jobs.
- Launched 2016, participation increased by 181% for Spring Break 2017 session with 149 different experiences.
- We are working with businesses and organizations across U.S., from the federal government, to national private employers, to local organizations here in Tallahassee.

### **Innovation Hub**

- Over the course of Summer and Fall 2017, the Goldstein Library and the first floor of the Shores Building will be renovating into a high-tech Innovation Hub built to support interdisciplinary design and innovation. Like Strozier Library, this facility will be open to the entire FSU community, with a strong focus on supporting undergraduate students from across campus who wish to engage in designing solutions to problems.

- The Innovation Hub will collaborate with courses and student groups across campus to facilitate some of the latest approaches in problem solving and innovation.
- The space will include a Makerspace with 3D printers and laser cutters, a Virtual Reality lab, tools for student app and website development, collaboration and meeting spaces, and speakers and student competitions.
- The space will also have a strong relationship with our new Jim Moran School of Entrepreneurship as some of the student innovations may have commercial opportunities.

### **Update on Interdisciplinary Medical Sciences Degree**

- Interdisciplinary Medical Sciences (IMS) program launched this last fall from the College of Medicine with the support of seven other colleges across campus. The program is designed to prepare students for a wide variety of health-related professions. The IMS program offers three career tracks:
  - Pre-Professionals (physicians, nurses, physician assistants and pharmacists).
  - Patient Care in the Community: social workers, patient navigators, health advocates.
  - Health Policy and Technology: management and policy; health informatics.
- IMS already has over 500 students enrolled and is proving to be a high-demand degree program.

### **Faculty Updates**

- 41 Faculty Earned Tenure Effective Fall 2017, in line with where we have been over the last few years.

FSU is welcoming three new deans to campus:

- Social Sciences: Tim Chapin, through a national search process, Dr. Chapin, was selected after serving as interim dean over the last year.
- Film School: Reb Braddock. Former dean, Frank Patterson, stepped down to take over as president of Pinewood Studios in Atlanta. Reb, a longtime faculty member in the college, was selected after serving as interim dean in the film school.
- Fine Arts (Interim): Scott Shamp, Associate Dean in the college, has assumed the role of interim dean. We will begin a national search for a permanent dean in the fall.

### **Efficiency**

- FSU received 13 Prudential Productivity Awards, more than any other university in Florida
- The awards recognize state employees who innovatively reduce costs and improve services for Florida taxpayers.

## **Information Items**

1. Governor's Degrees to Jobs Letter  
Provost McRorie update the Board on the Governor's Degrees to Jobs Letter
2. College of Social Sciences Update  
*Dr. Tim Chapin, Dean of the College of Social Sciences and Public Policy*

Dr. Tim Chapin provided the Trustees information regarding the College of Social Sciences and Public Policy (COSSPP).

- COSSPP is FSU's third largest college with 150 faculty, 4,200 undergraduates and 700 graduate students
- In a typical year, COSSPP generates 1 of every 6 degrees granted by FSU.
- COSSPP is one of FSU's most diverse colleges in terms of gender, race and ethnicity mix.
- COSSPP is committed to educating students outside the classroom through Social Science Scholars, World Affairs Program, National Association of Business Economists, Student Leadership Council, Global Peace Exchange, Study Abroad Scholarships, Professional Development Training and Internships.
- Dean Chapin highlighted Caitlin Stawder, FSU Class of 2013, who was recently awarded a 2017 Thomas R. Pickering Foreign Affairs Fellowship by the US Department of State. The fellowship, valued at over \$120,000, supports her graduate studies and expedite her appointment in a US Foreign Service position.
- The vision is that COSSPP will be the preeminent place for empirical research, student training and policy analysis/advice in the state and southeast region on economic, environmental and social issues facing the state, nation and world.
- COSSPP core values include Evidence-Based Policymaking, Leadership Development, Service to Communities and People, A Local-to-Global Orientation, Diversity of People and Ideas

### **C. Athletics**

*Mr. Stan Wilcox, Athletics Director*

Mr. Wilcox provided an Athletics update to the Board of Trustees including:

Winter Sports Recap/Spring Sports Update:

#### **Men's Basketball**

26-9 (12-6 in ACC)

NCAA Round of 32

NBA Draft June 22

Final Ranking 16<sup>th</sup>

#### **Women's Basketball**

29-7 (13-3 in ACC)

Leticia Romero – WNBA 2<sup>nd</sup> round pick of the Connecticut Sun

Kai James – WNBA 3<sup>rd</sup> round pick of the New York Liberty  
Final Ranking 7<sup>th</sup>

Swimming & Diving

Men 5<sup>th</sup> in ACC, 31<sup>st</sup> Nationally  
Women 8<sup>th</sup> in ACC

Indoor Track

Men and Women both 3<sup>rd</sup> in ACC

Outdoor Track

Men 3<sup>rd</sup> in ACC/30<sup>th</sup> Nationally  
Women 2<sup>nd</sup> in ACC/Currently 14<sup>th</sup> Nationally

Tennis

Men

18-12 (6-6 in ACC)/Final Ranking 33<sup>rd</sup>

Women

17-12 (6-5 in ACC)/Final Ranking 37<sup>th</sup>

Beach Volleyball

2<sup>nd</sup> consecutive CCSA Championship  
Advanced to NCAA Championship  
Finished 4<sup>th</sup>

Softball

4<sup>th</sup> consecutive ACC Championship/Number 4 national see in NCAA  
Tournament  
Advanced to Super Regional  
Lonnie Alameda named ACC Coach of the Year

Baseball

ACC Champions  
NCAA Regional Host

Golf

Men

Advanced to NCAA Championships/Finished 14<sup>th</sup>

Women

Advanced to NCAA Championships/Finished 20<sup>th</sup>  
Amy Bond named ACC Coach of the Year

## Athletic Academic Performance Through the Years:

### Fall Semester GPA

2012 – 2.875  
2013 – 2.751  
2014 – 2.910  
2015 – 2.904  
2016 – 2.969

### Single Year APR

2012 – 972  
2013 – 968  
2014 – 959  
2015 – 978  
2016 – TBA

### GSR:

2012 – 78  
2013 – 81  
2014 – 84  
2015 – 85  
2016 – 87

### NCAA/ACC Issues:

#### Upcoming Legislative Discussion Topics:

- Transfer Working Group
- Insurance and Standard of Medical Care
- Professional Opportunities/Tryouts
- Post-Season Family Travel
- Early Recruiting

#### Football Oversight Committee:

- FSU Representation
- 14-Week Season
- Non-Coaching Staff Limits

#### Football Legislative Package:

- 10<sup>th</sup> Assistant Coach
- Satellite Camp Ban
- Early Signing Period/Earlier OPVs

Mr. Karl Hicks provided an update regarding athletics marketing including Block Party hosted by IMG, Brad Paisley concerts and Doak After Dark Concerts. The first Doak After Dark concert was held on November 12, 2016 (first since 25 years). Attendance was well over 7,000. The second Doak After Dark concert was held on April 29, 2017 with large acts of Blake Shelton and Jack Owen.

Collegiate Licensing – CLC has been named to IMG College Licensing. IMG Licensing has over 400 licensed partners which have sold product to over 3,800 retailers across the nation. This is the 4<sup>th</sup> straight year of \$4 million in royalties collected.

#### **D. Student Government Association**

*Ms. Stacey Pierre, Vice President of Student Government Association*

Ms. Pierre provided an update to the Board of Trustees on behalf of the Student Government Association.

- SGA Mission Statement: The mission of the Hill/Pierre/Cortez administration is to advance Florida State University to a greater institution of higher education by upholding our 3 pillars, innovation, collaboration and integrity.
- Innovation – Creating new sustainable ideas to implement for the 2017-2018 academic school year – College of Fine Arts and Office of Student Sustainability
- Collaboration – Patterning with different campus partners to establish new events and build relationships – FAMU, Veterans Student Union and the Future is Florida State Strategic Plan (Student Council of Creativity, Office of Entrepreneurship and PowerofWe
- Integrity – Maintaining a transparent relationship with the students

#### **E. Faculty Senate**

*Dr. Kris Harper, Faculty Senate Steering Committee*

Dr. Harper reported on Faculty Senate Steering Committee including:

- The updating of the FSU Constitution to expand the Faculty Senate membership to include specialized faculty. Additionally, establish a committee to recommend substantive and technical changes to the constitution. Any changes to the Constitution will be sent to President Thrasher and Board of Trustees for a yes or no vote.
- Dr. Todd Adams was elected as the Faculty Senate President.
- An Ad hoc committee to review the agreement with Florida State University and the Charles Koch Foundation.

#### **F. Research**

*Dr. Gary Ostrander, Vice President for Research*

Dr. Ostrander presented a summary of proposal and grant award activity for the first 11 months of the fiscal year. To date the FSU faculty have submitted 1,212 proposals with 1,161 awards (new and renewals). Both totals exceed the totals for the equivalent period last year. We have also received ~\$172 M in awards which exceed this period last year by a little over \$2M dollars.

While these numbers are good there are concerns going forward. The most recent data on R&D funding for universities demonstrates the federal funding continues to decline. Industry and private foundation dollars are relatively constant.

Vice President Ostrander indicated that we were awaiting the “Request for Proposals” from the Triumph Gulf Coast Fund. They currently have \$300M to distribute to the 8 impacted counties and he believes that there will be opportunities for a number of FSU Colleges to participate.

FSU was recently recognized by the National Academy of Inventors and the Intellectual Property Owners Association as the 49 ranked university in the world in terms of the awarding of US utility patents. For the year 2016 FSU received 48 patents.

Vice President Ostrander concluded by announcing the hiring of Dr. Sylvie Naar in the College of Medicine. She is an outstanding clinical psychologist with a stellar research records, significant quality and quantity of publications, and a high level of peer-reviewed federal grant support. She will join FSU in August and will compliment a number of existing and planned programs.

## **G. Student Affairs**

*Dr. Allison Crume, Interim Vice President for Student Affairs*

Interim Vice President Crume provided a report on the Student Affairs.

- 216 Garnet & Gold Society members were inducted
- Over 11,000 students and families were welcomed to campus for Orientation
- Azalea and Magnolia halls will soon open bringing FSU back to fully operational in student housing
- Black Student Union at the African American Studies is under construction and open

## **H. Finance, Business & Audit**

*Mr. Kyle Clark, Vice President for Finance & Administration*

### **Action Items**

1. Requesting Approval of the FY 2017-2018 Operating Budget including Practice Plan
  - a. Requesting Approval of the University President to Prepare Operating Budget as prescribed by laws and rules of the State of Florida State
  - b. Requesting Approval of Operating Budget

- c. Requesting Approval of Delegated Authority to the President or Designee to make any changes to the budget within available resources

*Trustee Pantin moved to approve the FY 2017-2018 Operating Budget. Trustee Hillis seconded the motion and was approved unanimously.*

2. Requesting Approval of FY 2017-2018 Fixed Capital Outlay Budget Request

*Trustee Buzzett moved to approve FY 2017-2018 Fixed Capital Outlay Budget. Trustee Sembler seconded the motion and was approved unanimously.*

3. Requesting Approval of Audit Firm selected to perform Real Estate Foundation Financial Statement Audit

*Trustee Adams moved to approve the Audit Firm selected to perform Real Estate Foundation Financial Statement Audit. Trustee Hill seconded the motion and was approved unanimously.*

## **I. General Counsel**

*Ms. Carolyn Egan, General Counsel*

### **Action Items**

1. Governance Realignment

*Trustee Hillis moved to approve the Governance Realignment. Trustee Sembler seconded the motion and was approved unanimously.*

## **VII. OPEN FORUM FOR BOARD OF TRUSTEES**

*Mr. Ed Burr, Chair*

### **Action Items:**

1. Election of Chairman of the FSU Board of Trustees for two-year term  
Chair Burr called for nominations for Chair. Trustee Buzzett nominated Chair Burr. Trustee Sembler seconded the nomination. Vice Chair Pantin moved to close the nominations and Trustee Sembler seconded the motion. Trustee Sembler moved to approve Chair Burr as Chair for two-year term. Trustee Buzzett seconded the motion and was approved unanimously.
2. Election of Vice Chairman of the FSU Board of Trustees for two-year term  
Chair Burr called for nominations for Vice Chair. Trustee Sembler nominated Trustee Pantin. Trustee Hill seconded the nomination. Chair Burr moved to close the nominations and Trustee Sembler seconded the motion. Trustee Buzzett moved to approve Trustee Pantin as Vice Chair for two-year term. Trustee Sembler seconded the motion and was approved unanimously.

## **VIII. ADJOURNMENT**

*Chair Burr adjourned the meeting at 4:00 pm.*