


FLORIDA STATE
UNIVERSITY



The OFFICE of *the* VICE PRESIDENT
for FINANCE & ADMINISTRATION

MEMORANDUM

TO: President John Thrasher

FROM: Kyle Clark 

DATE: November 16, 2018

SUBJECT: Approve 2018-2019 updated expenditure plan as requested by the Board of Governors

As requested by the Board of Governors, each University Board of Trustees shall approve an updated expenditure plan for the identified funds. Once approved by the University Board of Trustees, the updated spending plan will need to be approved by the Board of Governors at their January meeting.

The following motions are requested of the Board of Trustees:

- 1) Approve the University's updated plans as of October 25, 2018.
- 2) Grant approval for the President to make subsequent changes to the spending plan (motion 1) as needed during the fiscal year, within available resources and fund balances.

I recommend approval of the two motions above.

KCC/ml

Attachment


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THE
FLORIDA STATE
UNIVERSITY

Office of Inspector General Services
Suite 407 Westcott Building
222 South Copeland Street
P. O. Box 3061390
Tallahassee, Florida 32306-1390

MEMORANDUM

TO: President John Thrasher
FROM: Sam M. McCall, Chief Audit Officer *Smm*
Date: October 30, 2018
SUBJECT: Agenda Item for the November 16, 2018 BOT Meeting:

FSU Foundation request for approval for RSM to extend its auditing contract for 5 years, including the rotation of RSM's lead audit partner as required by BOT Regulation 2.025

Request for Approval to be placed on the BOT Consent Calendar

Please find enclosed the FSU Foundation's request for approval for the above audit firm to extend its contract for 5 years, including the rotation of its lead audit partner. I respectfully request this item to be included on the BOT Consent Agenda for the November 16, 2018 BOT meeting.

Thank you

Attachment

Sam McCall

From: Michael Williams
Sent: Thursday, October 25, 2018 3:31 PM
To: Sam McCall
Cc: Holly Newell (hnewell@foundation.fsu.edu); Michael Williams; Kyle Clark
Subject: BOT Meeting Agenda Items

Sam,

In compliance with FSU-2.025 Direct Support Organizations, the FSU Foundation is seeking BOT approval for a 5 year contract extension for their independent auditor, RSM. This includes the rotation RSM's lead audit partner. Per regulation, this extension must be approved by the FSU President and BOT. We will follow up with a memo, formally requesting approval but wanted to get this on the Audit Committee's agenda.

Please let me know if you have any questions or wish to discuss this in more detail.

Thank you,

Michael

Michael Williams, CPA
Associate Vice President
Florida State University
850.644.7351





**FLORIDA STATE UNIVERSITY
FOUNDATION**

To: Sam McCall, Chief Audit Officer

From: Michael Williams, Associate Vice President F&A

Date: October 29, 2018

Subject: Request Approval for Contract Extension of Independent Auditor

The Florida State University Foundation Board of Trustees recently approved a five-year contract extension with a rotation in lead audit partner for RSM as their independent auditor. As required under regulation FSU-2.025 Direct Support Organizations, the contract extension must be approved by the Florida State University President and then forwarded to the Florida State University Board of Trustees for review and final approval.

Please accept this memo as our formal request for the Florida State University President to approve the contract extension for RSM for an additional five-year period with a rotation in lead audit partner on behalf of the Florida State University Foundation. Upon the President's approval, we request that you submit this to the Florida State University Board of Trustees for their final review and approval.



FLORIDA STATE UNIVERSITY
OFFICE OF THE PROVOST

TO: President John E. Thrasher
FROM: Provost Sally McRorie *Sally McRorie*
DATE: October 26, 2018
SUBJECT: Termination of Rehabilitation Counseling Degree
Request for Approval

The College of Education has requested that the following degree program be terminated at the Education Specialist and Ph.D. levels, effective Fall Term, 2019:

51.2310 Rehabilitation Counseling

FSU budget cuts implemented in 2008-2010 resulted in the elimination of two faculty lines related to this program, which existed at the Bachelor's, Master's, Specialist, and Doctoral levels. Admission to all levels of the program was suspended thereafter, and as all students completed their degree requirements, the bachelor's and master's levels of the degree were terminated. There are currently no students enrolled at the Specialist level and only one Ph.D. candidate who is currently completing a dissertation. That student is expected to graduate within the next two semesters.

Two faculty members associated with the degree program were moved to the Mental Health Counseling graduate program at the time of the budget cuts. Thus, terminating the degree at the Specialist and Ph.D. levels will not affect any current faculty assignments, student enrollments, or other allocation of resources.

The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) has been notified of the University's intention to terminate the program at these levels, pending Board of Trustees approval. Please note that termination of the Ph.D. level will also require Board of Governors approval.

Florida State University Policy 8-2

TITLE OF POLICY: NAMING POLICY
Responsible Executive: Vice President for University Advancement
Approving Official: Vice President for University Advancement
Effective Date: 10/01/2017
Revision History: New: 3/8/2013
Revised:
9/22/2017, _____

I. INTRODUCTION

The following requirements apply to all Florida State University campuses, all satellite facilities and programs, all direct support organizations and governs the naming of academic units, non-academic units, physical structures or parts of physical structures, administrative positions, faculty positions, excellence funds, athletic coaching positions, scholarships, fellowships, internships, and lectureships and all other endowed funds.

Academic units include academic programs, centers, institutes, departments, schools and colleges. Physical structures include buildings, building additions, collections of buildings, monuments, statutes or sculptures depicting actual persons, fields, open-air courtyards, streets, alleys, and other outdoor areas. The Florida State University Naming Opportunities Guidelines shall govern portions of buildings (such as classrooms, auditoriums, foyers, libraries).

Any name recommended for consideration under these guidelines must be one that would bring distinction or honor to the University and must be consistent with the values, mission and traditions of the University.

These policies shall be applicable for all naming opportunities, regardless if the donor is an individual, corporation, foundation, or other organization.

Definition of Terms:

President	President of Florida State University.
Vice President	Vice President for University Advancement and President, FSU Foundation
Unit Head	Dean or director of an academic unit reporting to the Provost, dean or head of a satellite campus, president or head of a direct support organization, vice presidents of the University, president of the student body.
Committee	The Committee on Campus Names
Nameable Space	A structure or space that may bear the name of an honoree.
Philanthropic Cost	Total fundraising goal of a project.

II. POLICY

A. GENERAL REQUIREMENTS:

1. When a naming opportunity is presented, strong preference shall be given to persons who have had long, close and valued associations with the University as teachers, administrators, or distinguished and supportive alumni and friends. The following factors shall also be considered in approving recognition of any person, living or dead:
 - a. Is a prominent legacy of the namesake (honoree) fundamentally at odds with the current values or the mission of the University?
 - b. Was the relevant prominent legacy significantly contested in the time in which the namesake lived or was most active?
 - c. Does the building or other recognition play a substantial role in constructing or dismantling community at the University?
2. Donor recognition does not need to be tied directly to a gift for a specific building or improvement, academic unit or endowment. Donors who support such projects may make their gifts “unrestricted” to the university or to the unit responsible for the private fund-raising, while being recognized for the gift by naming an available space. Significant unrestricted gifts can be recognized through naming opportunities.
3. If fundraising exceeds the philanthropic costs, the additional funds may be applied toward programmatic initiatives within the unit.
4. Donors should fulfill pledges in five years or less. Naming will be considered when 50 percent of a pledge is received. A lower percentage of pledge fulfillment or a longer period can be granted in cases where a written gift agreement is binding on the donor’s estate, and based on the previous giving history of the donor.
5. Once a building, program, or endowment has been named, the name shall not be changed unless there are unusual or compelling reasons for changing the name with a strong preference toward maintaining a name or recognition. The University, through the sole and absolute discretion of its Board of Trustees, may exercise this option if a designated name, in the President’s judgment, should bring discredit upon the University. Failure to complete a pledge shall constitute a valid reason for changing the name. In the event of such re-naming, the University shall have no financial responsibility to the donor or to the academic unit, despite anything that may be stated or implied to the contrary. Factors to be considered in such decision include:
 - a. Did the University, at the time of a naming, honor a namesake for reasons that are fundamentally at odds with the current values or mission of the University?
 - b. Were the reason(s) provided as justification for honoring the namesake reasonably substantiated based on the records and information available at the time? Since then, have new records of relevance been discovered that discredited, contextualized, and/or shed new light on the information previously available and/or the justification for the recognition? Given that history, do the contributions of the namesake to the University justify the recognition that currently exists?
 - c. Is the honorific recognition of the namesake having a significantly adverse impact on members of our current University community or the community at large?

d. Does the manner in which the recognition is currently being displayed provide sufficient historical contextualization so as to advance the University's educational mission?

6. At no time should promises or commitments regarding naming be made in advance of final approval by the appropriate University entities.
7. Exceptions to this policy may be made only by the President of Florida State University, with final approval from its Board of Trustees.
8. The Florida State University Naming Policy shall follow all statutory requirements (*current statute: 267.062*).

B. SPECIFIC REQUIREMENTS - NAMING PHYSICAL STRUCTURES:

1. Where a donor contributes gifts valued at 50% or more of the private philanthropic costs (including governmental and non-governmental matching gifts) associated with a physical structure or more than 50% of the value of an existing facility, or parts thereof, a name suggested by such contributor for that project will be given serious consideration. If for any reason, the matching gift is not received, the donor is responsible for contributing the full 50% of the cost before naming becomes a consideration.
2. Where a physical structure already exists or when non-philanthropic funding has already been secured for a new construction project, market benchmarks or other factors shall be used to determine the required contribution for naming.
3. Temporary naming of physical structures may be considered based on the length of period of naming and an assessment of market value associated with the structure.
4. Colleges and Units that undertake fundraising campaigns to pay for buildings shall develop a list of proposed naming prices for the facility and parts thereof. The list of naming prices must be approved by the Vice President prior to the start of soliciting funds for the building. The proposed naming prices should be submitted with sufficient background information, floor plans, peer benchmark data, etc. to show the rationale for selecting the proposed naming prices.

C. SPECIFIC REQUIREMENTS – NAMING ACADEMIC UNITS:

1. Where an individual, corporation or foundation contributes significantly in defraying the annual operating costs of a program, center, institute, department or college, a name suggested by such contributor for that project will be given serious consideration.
2. Market benchmarks and other factors shall be used to determine the required contribution for naming.
3. Naming prices for academic units shall require advance approval of the Provost and the Vice President.

D. SPECIFIC REQUIREMENTS—NAMING ENDOWMENTS:

1. The permanent endowment of a position is a significant and important investment in the long-term viability and strength of a unit. Gifts that establish these endowments can support either administrative or faculty positions, scholarships, fellowships, etc. In addition to supporting the teaching, research and service activities of the unit, funding may cover research expenses.
2. A minimum gift of \$25,000 is required to create an endowed fund at Florida State University.

3. Minimum endowment amounts do not include matching funds or grants
Endowment Levels: Minimums for endowed facilities and positions are maintained in the Florida State University Naming Opportunity Guidelines. Colleges and units may establish additional thresholds above those minimum levels to meet the needs and opportunities of that unit.

E. ADMINISTRATION OF THIS POLICY:

1. The Vice President shall administer this policy; Development Officers and University officials shall reference the policy, as appropriate in any written agreement or understanding regarding naming.
2. A committee, here named The Committee on Campus Names, shall advise the Vice President at the Vice President's discretion
3. When appropriate, the President shall forward all positive recommendations to the Board of Trustees for final approval. ~~Notification of naming opportunities that do not require Board of Trustee approval will be shared, for information purposes, with the Board annually in the fall during its regularly scheduled meetings. Naming of a physical structure or academic unit, or an endowment must appear as a non-consent item on the Board of Trustees' agenda.~~
4. The naming of a building, road, bridge, park, recreational complex or similar facility for an existing State University System employee or FSU student must receive the additional approval of the Board of Governors following approval by the Board of Trustees.

F. PROCEDURES—NAMEABLE SPACE

1. Nameable space with a philanthropic cost of \$1 million or greater shall require approval of the Committee on Campus Names, the president, and the Board of Trustees.
2. Namable space with a philanthropic cost of \$100,000 to \$999,999 shall require approval of the Committee on Campus Names and the president with the exception of prominent public spaces which will require Board of Trustee approval. Prominent public spaces are defined as those with high visibility, heavy usage, or those linked to significant University traditions.
3. Namable space with a philanthropic cost less than \$100,000 shall require approval of the Unit Head.
4. Unit heads will maintain a list of naming opportunities—both available and successfully designated—that are a part of their unit. Unit Heads will update the list at least annually and provide a copy to the Vice President.
5. The Vice President will maintain a master list of all naming opportunities with proposed gift amounts and identification of the appropriate approval entity.

G. THE COMMITTEE ON CAMPUS NAMES:

When requested by the Vice President, naming proposals may be referred to The Committee on Campus Names. This committee shall be composed of the Vice President for Faculty Development and Advancement (Chair), the Senior Vice President for Finance & Administration, the Provost & Executive Vice President for Academic Affairs, the Senior Associate Vice President for Facilities, an appointee of the Faculty Senate, The Vice President and Director of Intercollegiate Athletics or his/her designee, the Vice President for Student Affairs or his/her designee, the President of the Student Body, and an

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external and an internal member appointed by the President. When so requested, the Committee determines the appropriateness of proposals and prepares recommendations to be considered by the Vice President. Recommendations shall be provided within 30 days of the request for submission to the President.

III. LEGAL SUPPORT, JUSTIFICATION, AND REVIEW OF THIS POLICY

Florida Statutes, Section 267.062 provides that the Board of Governors shall have primary authority in regard to naming of state buildings and other facilities. The Board of Governors has delegated naming authority to the university boards of trustees consistent with BOG Regulation 9.005.

The Vice President shall be responsible for review of the provision of this policy and for making any necessary revisions every three years

Approved by BOT 9/22/2017 (signature of Approving Authority, date)

Florida State University Policy 8-2

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