Attendees: Ed Burr, June Duda, Max Alvarez, Bob Sasser, Brent Sembler, Kathryn Ballard, Craig Mateer, Jorge Gonzalez, Johnathan Levin, Eric Chicken, John Thiel, and Jim Henderson

I. CALL TO ORDER AND WELCOME
   Mr. Ed Burr, Chair

Chair Burr called the meeting to order at 3:30 pm. Lynna Sands conducted the roll call and confirmed a quorum.

II. APPROVAL OF MINUTES (ACTION)
   • September 11, 2020, Board Meeting

The September 11, 2020, Board Meeting minutes were approved as presented.

III. PUBLIC COMMENTS

Michael Yost, graduate assistant, expressed concern of lack of faculty member and member of United Faculty union included on the Presidential Search Committee. He asks that applicants be prioritized with documented history of working constructively with organized labor and public forums are available.

Ahmad Omar Daraldik, SGA Senate President, provide comments in regards continuing change on campus to make students safer.

IV. PRESIDENT’S REPORT
   Mr. John Thrasher, President

President Thrasher provided an update on the US News and World Report. FSU was named as one of the top 20 public universities in America for the second consecutive year as well as the FSU-FAMU College of Engineering moving up in the rankings.

President provided a COVID-19 update following the September surge, the numbers are trending downward. September 20-26, 2020, approximately 2000 tests 51 were positive – positivity rate of 2.46%. As of this past week, approximately 3,046 tests 62 were positive – positivity rate of 2%.
Recently, the James D. Westcott Distinguished medal were presented to Dr. Myrah Hurt and the late President Emeritus Sandy D’Alemberette. These are the 9th and 10th awards presented since 1989.

VI. NEW BUSINESS AND UPDATES

A. Approval of Membership of Presidential Search Committee

Chair Burr presented the proposed members of the Presidential Search Committee.

Vice Chair Billy Buzzett, Chair
Renisha Gibbs, Vice Chair
Bridgett Birmingham
Caitlyn Blake-Hodges
Ed Burr
Joe Camps
Andrea Friall
Christian Hall
Nick Iarossi
Dazi Lenoir
Craig Mateer
DeVoe Moore
Les Pantin
Pam Perewe
Eric Silagy

Trustee Thiel moved to approve the Presidential Search Committee. Trustee seconded the motion and was approved unanimously.

B. Approval of Charge to Presidential Search Committee

Chair Burr reviewed the Charge to the Presidential Search Committee.

WHEREAS the Florida State University Board of Trustees has by its action taken on October 2, 2020, created the Presidential Search Advisory Committee with representation by members of the Florida State University Board of Trustees, a member of the Florida Board of Governors, faculty, staff, students, a Florida State University Foundation board member, representatives of the Florida State Alumni Association and Seminole Boosters, and community members and other supporters of FSU, and Consistent with Florida law and Florida Board of Governors Regulation 1.002, this Board hereby directs, authorizes, and empowers the Presidential Search Advisory Committee as follows:
1. The Presidential Search Advisory Committee ("Advisory Committee") shall hear proposals from executive search firms and identify the most qualified firm, whose services will then be retained by the University.

2. Together with the executive search firm and campus stakeholders, the Advisory Committee shall develop and recommend to the Board of Trustees a Statement of Leadership Characteristics, Presidential Profile, or other appropriate materials specifying the desired qualifications and characteristics for the next president of Florida State University.

3. The search for the next president of Florida State University shall be conducted with full transparency and shall be national in scope.

4. Together with the executive search firm, Advisory Committee members shall review all candidates with equal opportunity consistent with federal and state laws and with University policy. Presidential Search Advisory Committee members will serve without predetermined bias for or against any prospective candidates nominated, referred, or discovered in the search process.

5. Each member of the Advisory Committee understands that committee service will require a substantial time commitment. Committee members have agreed to serve with the understanding that the Committee will meet frequently over a period of months. Attendance at scheduled meetings is a top priority.

6. The Advisory Committee understands that the engagement of campus stakeholders and the principles of shared governance are integral to an effective search. Opportunities for campus stakeholder and community engagement with candidates selected for an interview will be provided.

7. While the Advisory Committee is expected to perform its tasks expeditiously, the Board of Trustees understands that the worldwide pandemic may at various times alter the anticipated time frame for the Committee's recommendations.

8. The Advisory Committee is expected to present to the Board of Trustees a minimum of two candidates who are the most qualified for Board selection as the next president of Florida State University.

9. Advisory Committee members shall display an appropriate level of discretion of the search process and information. Such discretion is essential to the successful outcome of the search and must be maintained with professionalism and diligence at all times throughout the search process.

10. In all deliberations, Committee Members will adhere to the laws of the State of Florida, the regulations of the Board of Governors, and the regulations of Florida State University. All meetings will be noticed in advance in accordance with the University Board of Trustees operating procedures, will be open to the public and subject to the Florida Sunshine Law, and will provide an opportunity for members of the public who wish to address the Advisory Committee to do so.

"Trustee Sembler moved to approve the charge to the Presidential Search Committee. Trustee Alvarez seconded the motion and was approved unanimously."
VII. CHAIR’S REPORT
Mr. Ed Burr, Chair

Chair Burr announced the new meeting date of November 19 & 20, 2020.

VIII. OPEN FORUM FOR BOARD OF TRUSTEES
Mr. Ed Burr, Chair

IX. ADJOURNMENT

The meeting was adjourned at 3:55 pm.
CONSENT ITEM A
ARTICLE I - GENERAL

SECTION A. NAME. The name of this association (the “Association”) is the Florida State University Alumni Association, a nonprofit corporation incorporated under the laws of the State of Florida.

SECTION B. LOCATION. The principal office and place of business of the Association is located at Florida State University (the “University”), Tallahassee, Leon County, Florida.

SECTION C. OFFICIAL SEAL. The official seal of the Association shall be kept by the President (the “President”) of the Association in the Association’s principal office and shall be affixed to all legal documents or transactions as required.

SECTION D. PURPOSE AND OBJECTIVES. The Association is organized and operated with all powers of a Florida not for profit corporation under Chapter 617, Florida Statutes and a University direct support organization established pursuant to Section 1004.28, Florida Statutes, to promote the welfare, development and advancement of the University and its educational, scientific and programmatic purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or the corresponding provisions of any future Internal Revenue Service Law. To the extent permitted within the meaning of Section 501(c)(3) of the Internal Revenue Code, the Association serves Members, Alumni and Constituents (all as defined in Article II) by:

1. Developing and sustaining meaningful relationships between and among Members, Alumni, Constituents and the University;

2. Fostering a sense of responsibility among Members, Alumni and Constituents to support the Association and the University through membership and private giving;

3. Perpetuating among Members, Alumni and Constituents a sentiment of affection for the University;

4. Recognizing the accomplishments of Members, Alumni and Constituents;

5. Encouraging the support of Members, Alumni and Constituents for the University’s programs and future development; and
6. Serving Members, Alumni and Constituents in pursuit of their careers and professional development.

SECTION E. LIMITATIONS. The Association is organized and operated exclusively for charitable and educational purposes within the meanings of Section 501(c)(3) and Section 170(c)(2)(b) of the Internal Revenue Service Code or the corresponding provisions of any future United States Internal Revenue Law. No part of net earnings shall be to the benefit of or be distributable to its Directors or Officers, other private individuals, or associations organized and operating for a profit, except that the Association shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of those purposes as hereinabove stated. No substantial part of the activities of the Association shall be the carrying on of propaganda or otherwise attempting to influence legislation, and the Association shall not participate or intervene in, including the publishing or distributing statements, any political campaign on behalf of or in opposition to any candidate for public office.

SECTION F. FISCAL YEAR. The Fiscal Year of the Association is July 1 through June 30, inclusive, unless otherwise defined.

SECTION G. EXISTENCE. This Association shall have perpetual existence.

ARTICLE II - MEMBERSHIP

SECTION A. The Association will have the following classes of membership:

1. ALUMNI. All persons who have been enrolled and successfully completed one academic term as a full-time student at the University will be Alumni.

2. CONSTITUENTS: All employees, donors, supporters, advocates, associates and friends of the University, together with families of (a) all of the foregoing, (b) students of the University and (c) Alumni.

3. HONORARY ALUMNI. Subject to reasonable due diligence and a background check, any Constituent(s) may be granted or removed from Honorary Alumni status by the executive committee of the Association’s Board of Directors (the “Board”) and the Board, in recognition of conspicuous, ongoing, enduring and dedicated service on behalf of the University or the Association.

4. MEMBERS. Those classifications of individuals identified in this Section and all other persons who pay the continuing annual, five-year or lifetime dues as established by the Association from time to time shall be members (individually, a “Member” and collectively “Members”) of the Association.

SECTION B. RIGHT TO HOLD OFFICE. Everyone who serves on the Association’s Board (individually a “Director” and collectively, “Directors”) must be a Member of the Association. Everyone Director who serves on a committee of the Association’s Board shall be a Member Director and be appointed by the chair (“Chair”) of the Board. The chair of any Association committee must be a current or former Director who has retained interest in, proximity to and service on behalf of the Association.

SECTION C. PROPERTY RIGHTS. No Member shall have any right, title or interest in any of the property or assets, including any earned or investment income of this Association, nor shall any of the property or assets be distributed to any Member upon dissolution of the Association.
SECTION D. LIABILITY OF MEMBERS. No Member will be personally liable for any of the Association’s debts, liabilities or obligations, nor will any Member be assessed for the debts, liabilities or obligations of the Association.

ARTICLE III - SEMINOLE CLUBS AND CHAPTERS

SECTION A. PURPOSE. This Association, with the support, funding and authorization of the University, shall establish, promote and serve local clubs (collectively, “Seminole Clubs” or “Clubs”) and chapters (collectively, “Seminole Chapters” or “Chapters”) composed of Members and Constituents. The purpose of these Clubs and Chapters is to further the purposes of the University by supporting academic, athletic and other programs. The Clubs and Chapters shall assist in the recruitment of students, support academic scholarships, promote community service initiatives and engage in “friend-mising” on behalf of the University.

SECTION B. ORGANIZATION. Any individual or group desiring to organize as a Seminole Club or Seminole Chapter shall notify the Association President. To be formally established, a Seminole Club or Seminole Chapter must be approved for formation by the Board for Club status.

Further, the Board of the Association has the authority to terminate a Club or Chapter at any time by a two-thirds (2/3) vote of its Directors present at a regular meeting. Such Club or Chapter shall be informed by written notice of the proposed action and its justification at least thirty (30) calendar days prior to the Board meeting at which such action is scheduled to take place. The Club or Chapter shall be further advised by such written notice that it may be represented by its delegate or by counsel in all proceedings relevant to the proposed action.

SECTION C. LIABILITY. The Association shall not be liable or in any way responsible for any actions of the local Seminole Clubs or Seminole Chapters, including, without limitation, any negligence or willful misconduct of such Clubs or Chapters or their members agents, employees or invitees.

ARTICLE IV - CONSTITUENT GROUPS NETWORKS

SECTION A. PURPOSE. From time to time, the Board may recognize affiliated groups of the University (including, but not limited to the Student Alumni Association, Emeritus Alumni, Young Alumni Association and the Black Alumni Association) (individually, a “Constituent Group Network” and collectively, “Constituent Groups Networks”) organized to further the purposes of the University. Such Constituent Groups Networks will be organized and recognized in accordance with policies or criteria to be established by the Board from time to time.

SECTION B. LIABILITY. The Association shall not be liable or in any way responsible for any actions of such Constituent Groups Networks or their members, agents, employees or invitees, including, without limitation, any negligence or willful misconduct of such Constituent Groups Networks or their members, agents, employees or invitees.

ARTICLE V - MEETINGS OF THE ASSOCIATION AND ITS MEMBERS

SECTION A. ANNUAL MEETINGS. An Annual Meeting of the Association and its Members shall be held as determined by the Chair in consultation with the President and CEO. The time and place of the Annual Meeting shall be announced by written notice conveyed to the Members and Directors at least thirty (30) calendar days in advance of the meeting.
SECTION B. SPECIAL MEETINGS. Special meetings of the Association and its Members for any purpose may be called by the Chair or President and CEO or at the request in writing of a majority of the Directors. Special meetings shall be held at the time and place as designated by the Chair or the President and CEO.

SECTION C. TIME AND PLACE OF MEETINGS. All meetings of the Association and its Members other than the Annual Meeting shall be held at the time and place as designated by the Chair or the President.

SECTION D. PROCEDURES. All meetings of the Association and its Members shall be conducted according to the latest edition of Robert's Rules of Order Newly Revised.

ARTICLE VI - DIRECTORS

SECTION A. POWERS. The primary functions of the Board include establishment of policy, organizational vision and prudent care and development with respect to the Association’s Members and resources. The Board determines the general and financial policies of the Association and may delegate the performance of any duties or the exercise of any powers to the Officers, committees and its designees as the Board determine by resolution.

SECTION B. RESOLUTION. The Board may, after duly adopting an appropriate resolution, authorize any Officer of this Association, in addition to the Officers authorized by these Bylaws, to enter into any contract or to execute and deliver any instrument in the name of and on behalf of the Association. The authority may be general or confined to specific instances.

SECTION C. ELIGIBILITY. Only Alumni who are Members shall be eligible to serve on for election to the Board.

SECTION D. DIRECTORS—NUMBER OF DIRECTORS AND TERM. The number of Directors of the Association serving on the Board shall not exceed forty (40). They shall consist of at least the following: Chair; Chair-elect; Vice Chair; Secretary; Treasurer; immediate Past Chair; ten (10) Directors appointed by the University President; and no more than eighteen (18) Directors elected at Large. The Directors appointed by the University President and the Directors elected at large shall be collectively referred to herein as “Regular Directors”, at least eight (8) of whom must reside outside the state of Florida (residence shall be determined effective as of the initial date of appointment, reappointment, or election). In addition thereto, there shall be six (6) continuing Directors (collectively “Continuing Directors”) who shall be the President, the President of the University or the President of the University’s designee (the President of the University or the President of the University’s designee, as applicable, shall collectively only be entitled to one vote), the President of the FSU Emeritus Board, the President of the FSU Black Alumni Association, the President of the Student Alumni Association, and the Chair of the Florida State University Board of Trustees or the Chair’s designee (the Chair of the Florida State University Board of Trustees or the Chair’s designee, as applicable, shall collectively only be entitled to one vote). Except as otherwise specifically provided herein, all Regular Directors and Continuing Directors shall be voting members of the Board with one vote each.

1. The Board shall include six (6) continuing directors (collectively, the “Continuing Directors”):

   (1) the President and CEO of the Association;

   (2) the President of the University (or his or her designee);
(3) the President of the FSU Emeritus Board;
(4) the President of the FSU Black Alumni Board;
(5) the President of the Student Alumni Association; and
(6) the Chair of the FSU Board of Trustees (or his or her designee).

2. Other members shall be appointed by the Board (all directors other than the Continuing Directors collectively referred to as the “Regular Directors”), with:

(1) Ten (10) of such Directors subject to approval by the President of the University.
(2) At least eight (8) Regular Directors must reside outside the State of Florida as of the commencement of service as a Director.

SECTION E. INVITED GUESTS (NON-VOTING) DEFINITIONS. The President of the University (in the event that the President of the University’s designee is scheduled to attend such Board meeting), Past Chairs of the Association, Permanent Senior Class Presidents, the Faculty Senate President, the Senior Class President, the Chair of the Seminole Booster Board of Directors, the Chair of the Board of Trustees of the FSU Foundation and the Chair of the Florida State University Board of Trustees (in the event that the Chair’s designee is scheduled to attend such meeting) are invited guests (collectively “Guests”) to each Board meeting. From time to time, the Chair and/or the President may, at their discretion, select and invite additional Guests to meetings of the Board. Guests shall not be entitled to vote at meetings of the Board.

1. Continuing Director: A voting Director serving as a result of elected position as approved by the President and CEO, Chair and Executive Committee.

2. Ex-Officio Director: A non-voting Director with all of the duties and obligations of a Regular or Continuing Director; appointment term is designated by the organization represented:

(1) Chair of the Foundation Board of Trustees
(2) Chair of the Seminole Boosters, Inc.
(3) Student Body President
(4) Chair of the Faculty Senate

3. Regular Director: A voting Director named through an application, interview, and voting process; serves one 3-year term with the ability to remain for a second 3-year term at the invitation of the Board Chair in consultation with the President and CEO and Secretary.

4. Invited Guests: From time to time at the invitation of the President and CEO and Board Chair, Guest Speakers will be invited to board meetings for presentations. Guest Speakers will be present to speak on matters to advance the university and inform/educate Board Members.

General guests are welcome to attend Full Board Meetings and observe. This includes, but is not limited to, former board members and former board chairs.
SECTION F. TERMS OF DIRECTORS. A Regular Director shall be elected or appointed to a three-year term. Terms shall be staggered such that up to one-third of all Regular Directors stand for re-election or re-appointment every year. Regular Directors may be re-elected or re-appointed for one additional three-year term. Continuing Directors shall be appointed to a one-year term. A continuing director may apply to become a regular director for a three-year term in accordance with the procedures outlined in section h below. If a Continuing Director is elected to the board as a Regular Director and serves an initial three-year term, he or she may be re-elected for one additional three-year term. If a Regular Director is an officer, that Director may be re-elected for such additional time needed to fulfill the requirements of that office.

SECTION G. COMMITTEES. The Board shall establish an executive committee, a board development committee and an audit and finance committee and approve a committee charter for each. In consultation with the President and CEO, the Board may designate one or more other committees, each committee to consist of one or more of the Directors of the Association. The charter for such additional committees must be approved by the executive committee. Any committee, to the extent allowed by law and provided in the committee charter approved by the Board establishing such committee, shall have and may exercise all the powers and authority of the Board in the management of the business and affairs of the Association. Each committee shall keep regular minutes and report to the Board when required. A majority of any committee may determine its action and fix the time and place of its meetings. Notice of such meetings shall be given to each member of the committee in the manner provided for in these bylaws. The Board Chair shall have power at any time to fill vacancies in, or to change the membership of any such committee. Any committee designated by the Board may be dissolved by a majority vote of the Board.

SECTION H. VACANCIES AND REMOVAL. Vacancies may arise in the event of resignation, removal, death, incapacity, absence, inability, or refusal to act by a Director. Any Director may resign from the Board at any time upon delivering written notice to the Chair. If any vacancy occurs among Regular Directors of the Board, the Chair in consultation with the President and CEO, or in the case of a presidential appointment, the University President, may nominate a replacement Director to be elected approved by a majority vote of the Board. To the extent that the resigning director was approved by the University President such Director’s replacement will also be subject to approval by the University President. A replacement Director so elected approved shall hold office for the duration of the replaced Director’s remaining term. Any Director elected approved to fulfill the remainder of his or her predecessor’s term due to resignation, removal, or other cessation of that term of that predecessor Director shall be eligible for election to two full subsequent terms as a Director. In addition to vacancies presented by the preceding circumstances, it may be necessary, in rare cases, to remove existing Directors for various reasons prior to the end of his or her term. The removal of a Director can only be undertaken through the following process:

1. A removal petition, signed by two existing Directors and the President and CEO, is brought to the Board Development Committee for discussion.

2. Subsequent to discussion, the Board Development Committee votes whether to send the removal request to the full Board. Passage must be by two-thirds (2/3) of the quorum present Committee.

3. Subsequent to passing committee, the motion is brought before the full Board for discussion and voting. Passage must be by two-thirds (2/3) of a quorum present the Board at the Board Meeting.
SECTION I. MEETINGS. The Board shall hold at least three meetings yearly, including the Annual Meeting. The Board shall meet during the Annual Meeting of the Association prescribed by Article V, Section 1.

1. The time and place of meetings of the Board shall be announced and conveyed to the Members and Directors by written notice at least thirty (30) calendar days in advance of the meeting.

2. A special meeting of the Board may be held at any time upon reasonable notice no less than three (3) ten (10) calendar days advance written notice to the Members and Directors called by the Chair or President and CEO.

3. Public notice of any meeting of the Board or any committee shall be made by posting notice in a section of the Association’s website maintained for the purpose of providing public notices of meetings of the Board and committees.

4. Minutes of all meetings shall taken by the Secretary or Secretary’s designee and submitted to the Board for review and approval at a future board meeting.

SECTION II. PROCEDURES. All meetings of the Board shall be conducted according to the provisions contained in the latest edition of Robert’s Rules of Order Newly Revised. VOTING:

1. Quorum For Board Action. One-half (1/2) of the Directors then serving (excluding any vacancies on the Board) constitutes a quorum of the full Board. An action approved by a majority of the Directors present at a meeting of the Board at which a quorum is present constitutes an act of the Board. A majority vote consists of more than one-half (1/2) of the votes cast at a meeting at which a quorum is present.

2. Quorum for Committee Action. One-half (1/2) of the Directors then serving on a committee of the Board (excluding any vacancies on the applicable committee) constitutes a quorum of that respective committee. An action approved by a majority of the Directors present at a meeting of the committee at which a quorum is present constitutes an act of that committee. A majority vote consists of more than one-half (1/2) of the votes cast at a meeting at which a quorum is present.

3. Voting By Proxy. A Director may not vote by proxy, and may not appoint any person to serve as his or her proxy, in connection with any Board or Board committee meeting or other Board or Board committee action.

4. Voting, Sunshine Law. Any action required or permitted by the Florida Not For Profit Corporation Act, University Regulation 6C2R-2.025, Board of Governors Regulation 9.011, or these bylaws to be taken at a meeting of the Board meeting or Board committee meeting shall be taken in accordance with Chapter 286, Florida Statutes.

5. Deadlock. A deadlock shall be declared by the Chair only after a minimum of three votes on any motion contemplated during a meeting of the Board in which there is a quorum of the Board in attendance and where there are an equal number of votes cast for and against the motion. Having exhausted all reasonable efforts, in the discretion of the Chair, to resolve the deadlock, the Chair shall immediately convene those members of the board development committee who are present for the sole purpose of approving or rejecting the proposed motion that resulted in the deadlock, subject to the applicable provisions of Chapter 617 of the Florida Statutes. The board development committee
meeting convened pursuant to this section is deemed to have satisfied any quorum and notice requirements.

SECTION K. **INDEMNIFICATION OF DIRECTORS.** Each person (including the heirs, executors, administrators, or estate of such person) (1) who is or was a Director or Officer of the Association, or (2) who is or was an agent, employee or representative of the Association other than an Officer and as to whom the Association has agreed to grant such indemnity, shall be indemnified by the Association as of right to the fullest extent permitted or authorized by current or future legislation or by current or future judicial or administrative decision, against any fine, liability, cost or expense, including attorneys' fees, asserted against him or incurred by him in his capacity as such Director, Officer, agent, employee or representative. The foregoing right of indemnification shall not be exclusive of other rights to which those seeking such indemnification may be entitled. The Association may maintain insurance, at its expense, to protect itself and any such person against any fine, liability, cost or expenses, whether or not the Association would have the legal power to directly indemnify such person against such liability.

**ARTICLE VII - DUTIES OF OFFICERS AND DIRECTORS**

SECTION A. **GENERAL RESPONSIBILITIES.** The Officers and Directors of the Association shall have the following duties and responsibilities:

1. All Directors shall be subject to the following expectations and standards: (a) Directors are expected to attend Board and Committee meetings, make meaningful contributions to the Association, remain engaged with the Association and its Members and advance the purposes and objectives of the Association outlined in Article I, Section D; (b) Directors are expected to comply fully and completely with the Conflict of Interest provisions contained in Article XIII VII, Section C; and (c) Directors shall not commit any actions that cause or are reasonably calculated to cause the Association or its Members or the University to suffer any adverse or negative consequences.

2. All Directors shall **aspire to** support the Association financially on an annual basis above and beyond a membership in the Association, and prospective Directors shall be advised of this **aspiration** prior to appointment or election to the Board.

3. Chair – Serves as the Chair of the Board; in consultation with the President and CEO setting the agenda for and presiding presides at all meetings of the Board and the Members; appoints the standing committees, appoints special committees; serves as a member of all committees; and exercises the powers generally associated with the Chair of the Board. The Chair will automatically serve as the Immediate Past Chair in the Fiscal Year commencing upon the expiration of the Chair’s term. (See subsection 8 below.)

4. **Chair-Elect Vice Chair** – Takes on the responsibilities of the Chair in the event of the Chair’s death, disability, resignation or absence; serves as an Ex-Officio Member of all committees in absence of the Chair. The **Chair-Elect Vice Chair** will automatically serve as Chair in the Fiscal Year commencing upon the expiration of the then Chair’s term.

5. **Vice Chair** – Serves as Parliamentarian at all meetings of the Board, the Association and its Members, takes on responsibilities of Chair-Elect in the event of the Chair-Elect’s death, disability, resignation or absence. The Vice Chair will automatically serve as Chair-Elect in the Fiscal Year commencing upon the expiration of the then Chair-Elect’s term.
5. Secretary – Serves as the secretary to the Board and as Parliamentarian at all meetings of the Board, the Association and its Members; prepares the official minutes of all meetings of the Board and the Members, signs and attests to instruments and documents as required. Directors are ineligible to run for this office during their last year of eligibility.

6. Treasurer – Serves as the treasurer of the Board; assists in the preparation of a proposed annual budget; assists in the direction of the development and maintenance of the financial accounts and records; signs and certifies all checks, drafts, vouchers, notes, instruments and documents as required in the event of the President and CEO’s death, disability, resignation or absence, or at the direction of the Chair. Directors are ineligible to run for this office during their last year of eligibility.

7. Immediate Past Chair – Serves on the Executive Committee and as Chair of the Awards Committee and is shall make himself or herself available for advice and consultation with the Officers and Directors of the Association on an as-needed basis.

8. President and CEO – Serves as the chief executive officer of the Association; serves as parliamentarian at meetings of the Board, the Association and its Members when the Secretary or Vice Chair is not present; serves as a member of all special Board committees; and exercises the powers generally associated with the Office of the President and CEO. The President and CEO is not empowered to authorize or consummate any individual transactions or expenditures in excess of Twenty-Five Thousand and No/100 Dollars ($25,000.00) annually without the express written consent and approval of the Board except when included in the Association’s approved budget. The President and CEO of the Association shall be selected and appointed by the Board, with prior approval of the President of the University, and shall report to the President of the University or the University President’s designee, and the University’s Board of Trustees. The President and CEO of the Association shall be an employee of the University, and the University shall be responsible for the President and CEO’s base salary and employee benefits. Additional employment benefits or compensation may be provided by the Association to the President and CEO, subject in all respects to applicable law.

SECTION B. NO DISCRIMINATION. The Association will follow and enforce the non-discrimination policies established and modified by Florida State University from time to time.

SECTION C. CONFLICT OF INTEREST.

1. Directors stand in a fiduciary relationship to the University and the Association. Therefore, Directors shall act in good faith, with due regard to the interests of the University and Association. The Association shall maintain the highest ethical standards in all of its operations in order to protect and preserve the Association’s good name, business interests, and relationships with the donors and the community at large.

2. A Director Is Considered To Have A Conflict Of Interest If:

   (1) The Director has existing or potential financial or other interests in a matter before the Board which might reasonably be calculated to impair that Director’s independent, unbiased judgment in the discharge of the Director’s responsibility; or

   (2) The Director is aware that a family member in his/her household, or any organization of which the Director is an officer, director, employee, member, partner, agent, trustee or
stockholder, has existing or potential financial or other interest in such matter before the Board.

3. No Director may vote on any matter in which that Director has a conflict of interest. Additionally, the minutes from that meeting shall reflect that a disclosure was made that the Director having a conflict of interest abstained from voting.

4. A Director who is uncertain of a conflict of interest may request the Board or Executive Committee to resolve the uncertainty by majority vote.

ARTICLE VIII - FINANCIAL AFFAIRS

SECTION A. SOURCE OF FUNDS. The Board, in conjunction with the University, shall establish sources of funds to ensure adequate operation of the Association for the Fiscal Year. Such funding sources shall include, but not be limited to, member dues established by the Board from time to time.

SECTION B. BUDGETS. The Treasurer, after consultation with the chair of the Audit and Finance Committee, President and CEO in consultation with the Association’s staff and representatives of the Foundation’s accounting staff shall prepare a proposed annual budget for revenues and expenditures of the Association, which shall be reviewed by the Audit and Finance Committee and submitted for approval approved by the Board at the beginning of each Fiscal Year. After approval by the Board, the proposed annual budget shall be submitted not later than May 1st by the President to the President of the University for his review and recommendation who shall recommend the proposed budget to the University’s Board of Trustees for its review and approval. The annual budget shall be completed and submitted for approval in accordance with the requirements of the University. The Board shall approve the proposed budget by July 1st and the President shall submit a final budget to the President of the University no later than September 1st of each year. Budgets may be amended from time to time in the sole discretion of the Board. The Treasurer, President and CEO shall also provide ensure that quarterly reports of expenditures are provided to the President of the University, or his or her designee, and the Treasurer.

SECTION C. AUDITS. An audit of the Association’s financial statements shall be performed in accordance with generally accepted auditing standards (“GAAS”) promulgated by the American Institute of Certified Public Accountants by a Florida certified public accountant at the close of every Fiscal Year. The Audit and Finance Committee shall meet annually with the independent auditor out of the presence of Management in audit session about internal controls and the completeness and accuracy of the Association’s financial statements. All audit reports required by GAAS, including an expression of an opinion as to the fairness of the presentation of the Association’s financial statements under GAAS, shall be presented to the Audit and Finance Committee and made available to the Board. A copy of the audit report shall be available for review by Members at the Executive Office of the Association.

The appointment of the auditor shall be approved by the Audit and Finance Committee. The Audit and Finance Committee shall evaluate the auditor’s qualifications, performance and independence annually. Such evaluation should include the review and evaluation of the lead partner of the independent auditors and take into account the opinions of the Associations management. Within a recommended time frame of every three to five years, the Audit and Finance Committee in conjunction with the Foundation Staff, shall consider rotation of the audit partner and/or key engagement staff, and shall also consider solicitation of bids for performance of the audit and preparation of Form 990 by qualified, reputable firms with experience in performing audits of non-profit organizations.

ARTICLE IX—AMENDMENTS TO CHARTER

October 2020 – Proposed Amendments for FSU BOT
SECTION A. ARTICLES OF INCORPORATION. Balloting on proposed amendments to the Articles of Incorporation of the Association shall be conducted in accordance with the provisions in the Articles of Incorporation and applicable Florida law by means of the following procedure:

1. A proposed amendment must be approved by a majority vote of the Directors.

2. In addition, a proposed amendment submitted to the Board by a petition bearing the signatures of at least two hundred (200) Members shall be presented to the Board by letter, in which case the Board may advise the Members of its position and recommendation with respect to the proposed amendment. The petition must be presented to the Chair or the President on an official form prepared by the President to facilitate the verification of signatures against the active roster of Members.

ARTICLE IX - EXECUTIVE OFFICE

SECTION A. EXECUTIVE OFFICE. The Association shall establish and maintain an Executive Office at the University, or at such other location in Tallahassee, Florida as may be designated by the Board from time to time. The Executive Office shall be the central headquarters for the Association. The President and all staff personnel of the Association shall be headquartered at the Executive Office, except as may be otherwise provided by the Board from time to time. All membership records, budgets, financial accounts and records, minutes, instruments, documents, other records and reports, together with all furniture, equipment, supplies, and property of the Association shall be kept in the Executive Office, except that funds and other specified items shall be deposited in banks and other institutions as directed by the Board from time to time.

SECTION B. PRESIDENT OF THE ASSOCIATION. The President and Chief Executive Officer of the Association shall be selected and appointed by the Board, with prior approval of the President of the University, and shall report to the President of the University or the University President’s designee who shall be a vice president or other senior officer reporting directly to the President of the University, and the University’s Board of Trustees.

SECTION C. COMPENSATION. The base salary and employee benefits provided to the President and Chief Executive Officer of the Association shall be underwritten and paid by Florida State University. Additional supplemental employment benefits provided by the Association to the President and Chief Executive Officer of the Association shall be determined by the Executive Committee.

ARTICLE X - AMENDMENTS TO BYLAWS

SECTION A. AUTHORITY BY BOARD. As provided in Article VIII of the Articles of Incorporation of the Association, these Bylaws may be made, altered or rescinded, in whole or in part, by a majority vote of the Board.

SECTION B. PROCEDURE PROPOSALS BY DIRECTORS. Proposed amendments or revisions to these Bylaws shall be considered by the Board in accordance with the following procedure:

1. Any member of the Board voting Director who wishes to propose an amendment or revision to the Bylaws shall submit the proposal to the President Chairman with a copy to the Secretary at least twenty-one (21) thirty (30) calendar days prior to the date of any the regular winter meeting or special meeting of the Board.

2. The President Chairman and/or Secretary shall provide written notice of the proposed amendment or revision to each Director at least fifteen (15) calendar days prior to the date of the next regular
winter meeting or special meeting of the Board, and shall place the proposal on the agenda for the regular winter meeting.

SECTION C. APPROVAL OF BOARD OF TRUSTEES. The proposed amendment or revision shall be discussed, revised if necessary based upon Board discussion and voted upon at the meeting or special meeting of the Board scheduled pursuant to subsection 2 above. A majority vote of the quorum shall be required for the approval of any proposed amendment or revision. If approved, the amendment or revision shall be submitted by the President of the University to the Board of Trustees of the University for its approval. Upon approval by the Board of Trustees of the University, the amendment or revision shall become immediately effective.

SECTION D. PUBLICATION. A copy of the Articles of Incorporation and these Bylaws, and any amendments or revisions thereto, shall be available for review in the Executive Office of the Association.

ARTICLE XI—MISCELLANEOUS

SECTION A. CONFIDENTIALITY OF ASSOCIATION DOCUMENTS. Pursuant to Section 1004.28(5), Florida Statutes, all records of the Association other than the auditor’s report, management letter, and any supplemental data requested by the State Board of Education, the University Board of Trustees, the Auditor General, and Office of Program Policy Analysis and Government Accountability shall be confidential and exempt from the provisions of s.119.07(1), Florida Statutes.

SECTION B. NO DISCRIMINATION. The Association will follow and enforce the non-discrimination policies established and modified by Florida State University from time to time.

SECTION C. AUTHORITY OF THE UNIVERSITY PRESIDENT. The Articles of Incorporation and Bylaws of the Association will be consistent with the laws of the State of Florida and all applicable rules of the University and the University’s Board of Trustees including, but not limited to, the right of the President of the University to monitor and control the use of the resources of the University including, without limitation, the name of the University. The annual budget of the Association shall be reviewed and approved by the President of the University through his or her appointed representative.

SECTION D. NOTICE/WAIVER OF NOTICE. All forms of notice and other information required to be given under the provisions of the Florida Not For Profit Corporation Act or under the provisions of the Articles of Incorporation and Bylaws of this Association shall be in writing and shall be sent by United States Postal Service, email or nationally recognized overnight courier service. Whenever any notice or other information is required to be given under the provisions of the Florida Not For Profit Corporation Act or under the provisions of the Articles of Incorporation and Bylaws of this Association, a written waiver of the notice signed by the person or persons entitled to the notice, whether before or after the time the notice was required, will be deemed equivalent to the giving of the notice.

ARTICLE XII—CONFLICT OF INTEREST

SECTION A. A Director Is Considered To Have A Conflict Of Interest If:

1—— The Director has existing or potential financial or other interests in a matter before the Board which might reasonably be calculated to impair that Director’s independent, unbiased judgment in the discharge of the Director’s responsibility; or
2. The Director is aware that a family member in his/her household, or any organization of which the Director is an officer, director, employee, member, partner, agent, trustee or stockholder, has existing or potential financial or other interest in such matter before the Board.

SECTION B. No Director may vote on any matter in which that Director has a conflict of interest. Additionally, the minutes from that meeting shall reflect that a disclosure was made that the Director having a conflict of interest abstained from voting.

SECTION C. A Director who is uncertain of a conflict of interest may request the Board or Executive Committee to resolve the uncertainty by majority vote.

ARTICLE XI- OTHER MATTERS

SECTION A. LIMITATIONS. The Articles of Incorporation and Bylaws of the Association will be consistent with the laws of the State of Florida and all applicable rules of the University and the University’s Board of Trustees.

SECTION B. RULES OF ORDER. All meetings shall be conducted according to the provisions contained in the latest edition of Robert’s Rules of Order, Newly Revised, which shall also be the authority for all matters of procedures not specifically covered by the bylaws or by special rules of procedure adopted by the Association. Where the language of the bylaws comes in conflict with Robert’s Rules of Order, Newly Revised, the language of the bylaws shall control. When determining the order of business for a meeting, the Board Chair, committee chair or staff liaison has the authority to deviate from the standard order of business outlined in Robert’s Rules of Order, Newly Revised.

ARTICLE XII – LIABILITY

SECTION A. MEMBERS. No Member will be personally liable for any of the Association’s debts, liabilities or obligations, nor will any Member be assessed for the debts, liabilities or obligations of the Association.

SECTION B. SEMINOLE CLUBS AND CHAPTERS. The Association shall not be liable or in any way responsible for any actions of the local Seminole Clubs or Seminole Chapters, including, without limitation, any negligence or willful misconduct of such Clubs or Chapters or their members, agents, employees or invitees.

SECTION C. CONSTITUENT NETWORKS. The Association shall not be liable or in any way responsible for any actions of such Constituent Networks or their members, agents, employees or invitees, including, without limitation, any negligence or willful misconduct of such Constituent Networks or their members, agents, employees or invitees.

SECTION D. INDEMNIFICATION OF DIRECTORS. Each person (including the heirs, executors, administrators, or estate of such person) (1) who is or was a Director or Officer of the Association, or (2) who is or was an agent, employee or representative of the Association other than an Officer and as to whom the Association has agreed to grant such indemnity, shall be indemnified by the Association as of right to the fullest extent permitted or authorized by current or future legislation or by current or future judicial or administrative decision, against any fine, liability, cost or expense, including attorneys’ fees, asserted against him or incurred by him in his capacity as such Director, Officer, agent, employee or representative. The foregoing right of indemnification shall not be exclusive of other rights to which those seeking such indemnification may be entitled. The Association may maintain insurance, at its
expense, to protect itself and any such person against any fine, liability, cost or expenses, whether or not the Association would have the legal power to directly indemnify such person against such liability.
Provisos Relating to Transition

1. The office of Chair-Elect: The aforementioned office will cease to exist June 30, 2022 and all references to it shall be null and void. Effective July 1, 2021 the position of Vice Chair will replace the office of Chair-Elect. The next election for the office of Vice Chair will occur in the spring of 2022.
CONSENT ITEM B
TO: President John Thrasher
FROM: Provost Sally McRorie
DATE: November 3, 2020
SUBJECT: Proposal to Implement Master of Science in Interdisciplinary Data Science

Request for Approval

The MS in Interdisciplinary Data Science is being proposed by the College of Arts and Sciences and the Departments of Computer Science, Mathematics, Scientific Computing, and Statistics. The interdisciplinary nature of Data Science will be reflected in this unique degree, which requires students to take a shared set of core courses, then select a concentration in one of these areas based on their career interests.

Completing this broad curriculum will prepare students to enter a rapidly-growing and important sector of the economy. Job projections for trained data scientists are high and will likely grow significantly in the coming years. QuantHub, a data science skills assessment and data platform (https://quanthub.com/data-scientist-shortage-2020/) estimated a shortage of approximately 88,000 data scientists in the U.S. in 2020, with roughly 2.5 times more job openings than qualified applicants. Positions obtained by trained data scientists are also lucrative, with average salaries across the nation of $117,000 (https://insights.dice.com/2019/01/29/tech-salaries-stagnant-low-unemployment-dice-salariesurvey/).

Data Science is classified as an area of strategic emphasis – STEM - by the Board of Governors. If approved, it would join many other SUS institutions in offering similar degrees, including UCF, FIU, FAU, and UF, with others in development. The program will be offered face-to-face on the Tallahassee campus.

Initially, the degree program will be delivered with existing faculty resources in the cooperating departments; new faculty will be hired in future years if needed to support the program. The Board’s approval to implement does not obligate the University to provide any resources requested; resource requests will be reviewed as part of the annual allocation of resources.
CONSENT ITEM C
The MS in Athletic Coaching is proposed by the College of Education. The purpose of the degree is to fill an educational gap in the athletic coaching profession. Only about 10\% of coaches currently working in the United States receive any formal coaching education. This graduate degree will provide an educational platform to provide best practices and the most current knowledge and research to its students - those who wish to become coaches and those who are currently coaching. It will require students to complete 30 credit hours of coursework in areas such as exercise physiology, technology and analytics in coaching, athletic administration, and ethics.

Data from the Florida Department of Education (FDOE), provided by the Florida Athletic Coaches Association (FACA), suggest a high demand for coaching education among current school coaches. From 2012-2017, 13,111 temporary Athletic Coaching Certificates were issued by FDOE. Of that number, only 1,465 of the recipients had completed the requirements to obtain a professional certificate in athletic coaching, leaving 11,646 (91\%) without the proper credentials to coach in schools. The disparity in these numbers highlights the need to develop further coaching education opportunities for school coaches (Shelton Crews, FACA, personal communication).

No other SUS institution has a master's degree focused on athletic coaching, although two others (UCF and USF) offer Physical Education master's degrees. The program will be offered via distance-learning from the Tallahassee campus.

Appropriate resources are in place to support the program. The Board's approval to implement does not obligate the University to provide any additional resources requested; any resource request will be reviewed as part of the annual allocation of resources.
CONSENT ITEM D
TO: President John Thrasher
FROM: Provost Sally McRorie
DATE: November 4, 2020
SUBJECT: FSU College of Medicine Graduate Medical Education Annual Institutional Review Executive Summary (AY 2019-2020)

Request for Approval

The College of Medicine requests approval of the attached Graduate Medical Education Annual Institutional Review Executive Summary.
The DIO must annually submit a written annual executive summary of the Annual Institutional Review (AIR) to the Sponsoring Institution’s Governing Body. The written executive summary must include: a summary of institutional performance on indicators for the AIR; and, action plans and performance monitoring procedures resulting from the AIR. (Accreditation Council on Graduate Medical Education Institutional Requirements, 2018; Section I.B.5.b)

Overview:

Accreditation Status:

The Florida State University College of Medicine (FSU COM) received continued accreditation as a provider of Graduate Medical Education by the Accreditation Council for Graduate Medical Education (ACGME) effective January 15, 2020, with no current citations and commendation for its demonstrated substantial compliance with the ACGME's Institutional Requirements. The next institutional site visit date is projected for approximately August 1, 2028, with a self-study due date of August 1, 2026. (See attachments)

Administration:

The Florida State University College of Medicine Graduate Medical Education (GME) Division consists of Joan Younger Meek, MD, MS, Associate Dean for Graduate Medical Education and Designated Institutional Official (DIO); Connie Donohoe, MPH, C-TAGME, GME Program Director; and, Jessee Graham, Program Associate. LaQuanta J. G. Rosier, MBA, Assistant Director, Florida Medical Practice Plan, oversees the budget planning process and monitors financial reports and reconciliations to support the GME Division. The GME Division and Dr. Meek report to Alma B. Littles, MD, the Senior Associate Dean for Medical Education and Academic Affairs. Dr. Meek also provides monthly updates to the FSU COM Executive Committee.

Program Improvement:

The ACGME Institutional Requirements emphasize the role of the sponsoring institution in providing oversight for the educational environment of the trainees and the quality of the programs it sponsors. There is emphasis on engagement in quality improvement, ensuring standardized transitions of care, providing adequate supervision of trainees, monitoring trainee clinical experience, training residents in fatigue management, and ensuring the well-being and professional development of residents and faculty. The ACGME assesses compliance through annual electronic confidential surveys and web-based updates, as well as through the CLER (Clinical Learning Environment Reviews), which occur at the training sites. The FSU COM had a CLER site visit at the Lee Health campus in October of 2019. This was the second CLER visit at
this facility. A written report was provided after the two-day visit. This report was shared previously with the COM Executive Committee and with the Lee Health administration.

One of the major roles of the GME Division is to monitor the overall quality and outcomes of the residency training programs. The Graduate Medical Education Committee (GMEC) is tasked with oversight and monitoring of each residency and fellowship program. The GMEC meets via videoconference on a quarterly basis. Dr. Meek chairs the committee, which includes all program directors, peer-selected residents, and representative hospital administrators, as well as patient safety and/or quality improvement leaders from the major GME clinical partners, which include Dermatology Associates of Tallahassee, Lee Health in Fort Myers, Tallahassee Memorial HealthCare in Tallahassee, Sarasota Memorial Hospital in Sarasota, and Winter Haven Hospital/BayCare in Winter Haven. The GMEC monitors individual program annual program evaluations and monitoring plans, conducting special reviews according to specific quality indicators, and aggregate results of ACGME surveys. The GMEC conducted special reviews of the dermatology and general surgery programs during the past academic year, with recommendations provided to address ACGME citations and feedback from trainees and faculty. Reports of these surveys were presented to the GMEC, with monitoring of action plans. The general surgery program was successful in addressing all but one of its previous citations. The dermatology citations addressed faculty engagement, and Dr. Meek worked with Dr. Cohen and program faculty to define roles and responsibilities for teaching and evaluation of residents.

Residents document clinical experience and educational time in the residency software management system. Violations trigger a notice to the program administration, with notification to the DIO. The GMEC reviews quarterly reports of the resident clinical experience. Areas of noncompliance are identified, with careful review of resident scheduling and rotation assignments to enhance compliance. Most of the violations identified reflect error entry, however, when true violations are identified, these are addressed at the GMEC quarterly meetings with the appropriate program directors and residents. All residents receive education in fatigue mitigation, and each program must identify strategies to address safe rest facilities or transportation to home if the resident feels unable to drive themselves safely after a work shift.

The Graduate Medical Education Committee Wellness Subcommittee continues to serve as a vital component of our sponsoring institution oversight in promoting trainee and faculty well-being. The subcommittee provides a network for sharing strategies to help prevent burn out and depression. This is important as the nation continues to experience high rates of physician suicide. Dr. Meek, as the DIO, serves on the FSU COM Wellness Committee to facilitate communication and collaboration between the COM and the GME programs. The GME programs participated in the college-wide showing of the “Do No Harm” documentary and debriefing sessions in February 2020 and also in the webinar presented in April by the COM to address wellness during the coronavirus pandemic, with resulting disruption in normal life and training and potential isolation.

The GME Division requires incoming trainees to complete the Institute for Healthcare Improvement Basic Certificate in Quality and Safety, which includes 13 modules encompassing improvement methodology, patient safety, Triple Aim for Populations, person and family-centered care, and introduction to health care leadership. In addition, trainees complete modules through the American Medical Association Graduate Medical Education Competency Education Program interactive online training modules that address core content in patient safety, quality improvement, fatigue mitigation and sleep deprivation, residents as teachers, professionalism, and practice management as mandatory training. Specific modules are assigned as appropriate for various levels of post-graduate training, and compliance is monitored by the GME Division.
The GME Division conducts an annual orientation for incoming residents at the College of Medicine. This occurred in June 2020 at a Tallahassee session and a separate southern Florida program session, with all components delivered via Zoom due to the coronavirus pandemic. This orientation included topics on resident wellness, response to medical errors, and residents as teachers. Residents also received training in use of the FSU Charlotte Edwards Maguire Medical Library.

The GME office also performs the following administrative duties: providing assistance with information technology and library resources; development of budgets and financial planning, ensuring that all residency programs are registered with the appropriate accreditation (ACGME) and residency recruitment management programs; managing the residency management software program, facilitating faculty appointments and promotions, in conjunction with the COM department chairs; tracking and providing faculty development; facilitating residency forums; and participating in program activities as requested. Annual program evaluations are reviewed through the GME office. The program directors provide a summary of their action plans for program improvement and responses to previous program citations to the GMEC.

Program Changes:

The FSU COM Family Medicine Program at Winter Haven Hospital/BayCare received initial accreditation in October 2019. The program recruited its first cohort of residents during the 2019-2020 academic year, with the first trainees orienting in June 2020, to begin training in July 2020.

The internal medicine program at Sarasota Memorial Hospital collaborated with the FSU COM to receive initial accreditation for a fellowship program in hospice and palliative medicine, a one-year post-residency program, in Sarasota. The program was approved to train two fellows per year and recruited two residents from the internal medicine program at Sarasota Memorial to start as the first fellows in July 2020.

The affiliation agreement with Sarasota Memorial Health Care System was amended to develop an emergency medicine fellowship program in conjunction with the emergency medicine program. A program director, Dr. Marshall Frank, was identified and accreditation for the program is pending.

Dr. George Cohen, the founding program director for the dermatology residency program at Dermatology Associate of Tallahassee, retired at the end of the 2019-2020 academic year, due to personal reasons. A current faculty member, Dr. Beverly Johnson was named as the interim program director, pending the recruitment of a permanent program director.

Impact of Coronavirus Pandemic:

The last quarter of the academic year was impacted by the pandemic. The Florida state-wide and local responses, as well as holds placed upon non-emergent surgical procedures impacted residency and fellowship training. The medical based specialties experienced a rapid increase in both telehealth and phone visitations, along with a significant decrease in outpatient visits. In some cases, residents were asked to provide support for hospital or community-based virus screening programs. Use of personal protective equipment (PPE) became scarce at some locations, but all trainees reported that they had adequate access to PPE to perform their duties. The Sarasota programs received a donation of face shields for the program from the Ford Motor Company. The pandemic impacted didactic training, with many of the larger programs shifting to Zoom conferences, while smaller programs were able to use face covering and social distancing to continue in-person didactic sessions. There was some improvement noted in outpatient clinic volumes and return of surgical procedures by the end of June 2020, although this had not normalized to
pre-pandemic volumes. Resident graduation celebrations upon successful completion of training in June were held virtually, except for small programs with limited number of trainees. New resident orientations were conducted virtually for many programs, which did not create the same degree of comradery and bonding among the residents or between faculty and residents.

Follow-up from Prior Annual Institutional Review:

Several of our clinical partners have either hired new personnel or re-engaged the system-wide quality and safety officers with the GME programs. At the Lee Health system, this was stimulated, in part, by the ACGME CLER visit in 2019. At another institution, the quality departments engaged the residency programs in very meaningful ways in response to data collection and system-wide response to coronavirus in the local hospital and community. In addition, one hospital’s fledgling engagement with telemedicine received a significant boost in response to the pandemic, coinciding with a decrease in ambulatory visits. This program was able to share best practices with other programs as they adopted new telemedicine visits with the pandemic.

Support for resident research and scholarly work has also been identified as an ongoing area of need. We continue to provide greater program support in research methodology by using the faculty resources from the main campus of the SI. We have encouraged all programs to develop either a designated faculty member who oversees research, or additional faculty mentorship for residents with their research projects. The FSU College of Medicine (COM) has been able to achieve a streamlined process for IRB approval with both the clinical partner institutions and the FSU IRB at some campuses. At Tallahassee Memorial HealthCare, a new research coordinator to assist with GME research initiatives was identified and hired. The SI has supported several multi-site grant proposals to enhance faculty and resident scholarly activity. This item continues to be a work in progress.

While not identified specifically in the previous AIR at the institutional level, several programs have addressed the need for point of care ultrasound (POCUS) training for residents and faculty in their annual program evaluations. Two programs have instituted faculty development and resident bedside training in the use of POCUS. The SI has advocated for inclusion of the required equipment to accomplish this training in annual budget planning and has provided staff to help facilitate this training.

In response to the SI feedback from its LCME accreditation, the SI has been implementing a more robust mechanism for evaluating the effectiveness of the residents as teachers within our medical education processes. The GME division routinely incorporates training in the resident as teacher during our annual orientation for incoming residents, as well as including computer-based modules on residents as teachers and creating an effective and respectful learning environment for all residents. The GME division is assisting with data collection, monitoring, and dissemination of reports, as the medical students provide formal feedback to the residents, and the residents provide evaluations of the medical students.

Looking forward to the 2020-2021 academic year, the SI is facilitating training of the residency programs in virtual interviewing methodology which will be vital with the ongoing pandemic, as well as sponsoring faculty development in the areas of racism, equity, and diversity. Some of this was planned pre-pandemic but had to be put on hold with the acute clinical needs at the hospitals. These both will be even more important going forward considering recent initiatives to address social injustice and racism, as well as the impact of the pandemic on residency recruitment. We also are facilitating additional program level resources to support resident and faculty well-being.
2/7/2020

Joan Y Meek, MD, MS
Associate Dean, Graduate Medical Education
Florida State University College of Medicine
250 E. Colonial Drive, Suite 200
Orlando, FL 32801

Dear Dr. Meek,

The Institutional Review Committee (IRC), functioning in accordance with the policies and procedures of the Accreditation Council for Graduate Medical Education (ACGME), has reviewed the information submitted regarding the following institution:

Florida State University College of Medicine
Tallahassee, FL

Institution: 8001101088

Based on the information available at its recent meeting, the Review Committee accredited the institution as follows:

Status: Continued Accreditation
Effective Date: 01/15/2020

The Review Committee commended the institution for its demonstrated substantial compliance with the ACGME's Institutional Requirements without any new citations.

The ACGME must be notified of any major changes in the organization of the institution. When corresponding with the ACGME, please identify the institution by name and number as indicated above. Changes in participating sites and changes in leadership must be reported to the Review Committee using the ACGME Accreditation Data System (ADS).

Sincerely,

Olivia Orndorff, MSLIS
Associate Executive Director
Institutional Review Committee
oorndorff@acgme.org

CC:

John P. Fogarty, MD
Participating Site(s):
Dermatology Associates of Tallahassee
HealthPark Medical Center
Lee Memorial Hospital
Sarasota Memorial Health Care Clinic at Newtown
Sarasota Memorial Hospital
Tallahassee Memorial Healthcare
Winter Haven Hospital
2/18/2020

Joan Y Meek, MD, MS
Associate Dean, Graduate Medical Education
Florida State University College of Medicine
250 E. Colonial Drive, Suite 200
Orlando, FL 32801

Dear Dr. Meek,

The Institutional Review Committee (IRC), functioning in accordance with the policies and procedures of the Accreditation Council for Graduate Medical Education (ACGME), has reviewed the information submitted regarding the following institution:

Florida State University College of Medicine
Florida State University College of Medicine
Tallahassee, FL

Institution: 8001101088

Approximate Self-Study Due Date: 08/01/2026
Approximate 10-Year Site Visit Date: 08/01/2028

OTHER COMMENTS

The ACGME's accreditation system requires each Sponsoring Institution to complete an institutional self-study and to undergo an institutional accreditation site visit every 10 years.

Consistent with these requirements, the Institutional Review Committee ("IRC") has assigned the above self-study due date—in other words, the deadline for uploading your Sponsoring Institution's completed self-study summary form—and the above approximate date of your Sponsoring Institution's 10-year institutional accreditation site visit. Forms and instructions for the institutional self-study are available on the IRC page of the ACGME website.

Six months before the self-study due date, you will be notified by the ACGME to begin the self-study process. You will also be notified by the ACGME when the 10-year institutional accreditation site visit has been scheduled.

Please contact IRC staff (irc@acgme.org) with any questions.

This office must be notified of any major changes in the organization of the institution. When corresponding with this office, please identify the institution by name and number as indicated above. Changes in participating sites and changes in leadership must be reported to the Review Committee using the ACGME Accreditation Data System.

Sincerely,
Olivia Ormdorff, MSLIS  
Associate Executive Director  
Institutional Review Committee

oormdorff@acgme.org

CC:

John P. Foqarty, MD

Participating Site(s):
Dermatology Associates of Tallahassee  
HealthPark Medical Center  
Lee Memorial Hospital  
Sarasota Memorial Health Care Clinic at Newtown  
Sarasota Memorial Hospital  
Tallahassee Memorial Healthcare  
Winter Haven Hospital
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<th>Program Director</th>
<th>Program Coordinator</th>
<th>ACGME Accreditation Status</th>
<th>Next Accreditation Action Date</th>
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<td>Armand B. Cognetta, Jr., MD</td>
<td>Terrie Pettis</td>
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<td>Kelly O’Keefe, MD</td>
<td>Jean Dunn</td>
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<td>Katie Axiotis</td>
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# Florida State University College of Medicine Graduate Medical Education Programs

## Academic Year 2019-2020

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<th>Director</th>
<th>Administrator</th>
<th>Accreditation Status</th>
<th>Next Site Visit:</th>
<th>10-yr Site Visit (approx.):</th>
<th>Number of Residents</th>
<th>Number of Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Hospice and Palliative Medicine Fellowship</strong></td>
<td>Joelle Vlahakis, MD</td>
<td>Katie Axiotis</td>
<td>Initial Accreditation</td>
<td>10/01/2021</td>
<td>09/01/2030</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td><strong>Tallahassee Memorial HealthCare</strong></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td><strong>Internal Medicine Residency</strong></td>
<td>Claudia Kroker-Bode, MD</td>
<td>Inez R. Hudlow</td>
<td>Continued Accreditation</td>
<td>Self Study: 01/01/2026 10-yr Site Visit (approx.): 01/01/2028</td>
<td>36</td>
<td>27</td>
<td></td>
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<tr>
<td><strong>General Surgery Residency</strong></td>
<td>Wade G. Douglas, MD</td>
<td>Erin Easterling</td>
<td>Continued Accreditation</td>
<td>Self Study: 04/01/2028 10-yr Site Visit (approx.): 04/01/2030</td>
<td>12</td>
<td>12</td>
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<tr>
<td><strong>Winter Haven Hospital (BayCare)</strong></td>
<td></td>
<td></td>
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<tr>
<td><strong>Family Medicine Residency</strong></td>
<td>Nathan Falk, MD</td>
<td>Jaclyn Silverman</td>
<td>Initial Accreditation</td>
<td>Next Site Visit: 7/01/2021</td>
<td>24</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Program</td>
<td>Board Passage</td>
<td>In-Training Examination</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>----------------------------------------------</td>
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<tr>
<td>Micrographic surgery and dermatologic oncology fellowship (DATFL)</td>
<td>N/A—none available</td>
<td>N/A</td>
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<tr>
<td>Dermatology (DATFL)</td>
<td>100% board passage rate (2/2)</td>
<td>Year (transition in exam scores)</td>
<td></td>
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<tr>
<td>Family Medicine (Lee Health)</td>
<td>100% board passage rate (24/24) (Threshold: 90%)</td>
<td>PGY-2 92%ile</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>5-year mean:</td>
<td>PGY-3 Pass</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td></td>
<td>Program: 545</td>
<td>PGY-4 42%ile Pass with &gt;3%ile</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>National: 533</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Internal medicine (TMH)</td>
<td>3-year rolling average: 79%</td>
<td>Year Program Mean National Mean</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>(Threshold: 80%)</td>
<td>PGY-1 420 414</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>5-year mean:</td>
<td>PGY-2 504 463</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>Program: 545</td>
<td>PGY-3 499 488</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>National: 533</td>
<td>Overall: 474 454</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Internal medicine (SMH)</td>
<td>N/A</td>
<td>Year %Correct National Mean</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>PGY-1 63 62</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>PGY-2 71 70</td>
<td></td>
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<td></td>
<td></td>
<td>PGY-3 71 73</td>
<td></td>
<td></td>
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<tr>
<td>General surgery (TMH)</td>
<td>N/A</td>
<td>Year Program Median National Median</td>
<td></td>
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<tr>
<td></td>
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<td>PGY-1 364 392</td>
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<td></td>
<td></td>
<td>PGY-2 464 492</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>PGY-3 500 546</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>PGY-4 560 590</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>PGY-5 538 577</td>
<td></td>
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</tr>
</tbody>
</table>
CONSENT ITEM E
MEMORANDUM

TO: President John Thrasher
FROM: Sam M. McCall, Chief Audit Officer
Date: November 5, 2020
SUBJECT: Agenda Item for the November 20, 2020, BOT Meeting:

The Ringling Museum Foundation’s request for approval to renew the audit contract with HBK CPAs and Consultants for an additional 5-years.

Request for Approval to be placed on the BOT Consent Agenda

Please find enclosed the Ringling Museum Foundation’s request for approval for the above firm’s audit contract to be renewed for an additional 5-years. I respectfully request this item to be included on the BOT Consent Agenda for the November 20, 2020, BOT meeting.

Thank you

Attachment
From: Michael Williams <mswilliams@fsu.edu>
Sent: Wednesday, November 4, 2020 4:43 PM
To: Sam McCall <smmccall@fsu.edu>
Cc: Kyle Clark <kyle.clark@fsu.edu>; Renisha Gibbs <rgibbs@admin.fsu.edu>; Jennifer Price <jennifer.price@ringling.org>; Steven Conner <sconner@fsu.edu>; Michael Williams <mswilliams@fsu.edu>
Subject: FSU Ringling Museum Foundation Request to Renew Audit Firm for an Additional 5-Years

Sam,

The Florida State University Ringling Museum Foundation recommends a five-year contract extension with a rotation in lead audit partner for HBK CPAs and Consultants, which was approved by their Board’s Audit Committee this afternoon. Per regulation FSU-2.025 Direct Support Organizations, the contract extension must be approved by the Florida State University President and then forwarded to the University Board of Trustees for review and final approval. If approved, the fees for the next five years are provided below:

<table>
<thead>
<tr>
<th>Engagement Period</th>
<th>All-Inclusive Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 1, 2020 - June 30, 2021</td>
<td>$22,000</td>
</tr>
<tr>
<td>July 1, 2021 - June 30, 2022</td>
<td>$22,650</td>
</tr>
<tr>
<td>July 1, 2022 - June 30, 2023</td>
<td>$23,300</td>
</tr>
<tr>
<td>July 1, 2023 - June 30, 2024</td>
<td>$23,950</td>
</tr>
<tr>
<td>July 1, 2024 - June 30, 2025</td>
<td>$24,700</td>
</tr>
<tr>
<td>Total (5 Years)</td>
<td>$116,600</td>
</tr>
</tbody>
</table>

Please accept this email as the FSU Ringling Museum Foundation’s formal request for Board of Trustees approval during their November 19 & 20, 2020 meeting.

Thank You,

Michael

Michael Williams, CPA
Associate Vice President
Florida State University
850.644.7351
CONSENT ITEM F
MEMORANDUM

TO: John Thrasher, President
FROM: Kyle Clark, Vice President for Finance & Administration
DATE: November 19, 2020
SUBJECT: Request for Approval
        Campus Development Agreement Extension

In 1993, the Florida Legislature passed legislation that recognizes the unique relationship between university campuses and local governments. Chapter 1013.30, F.S., describes the processes by which universities are required to develop, maintain, and update campus master plans and associated campus development agreements with local governments. A Campus Development Agreement is required to facilitate coordination between a state university and a host local government and to provide for the implementation of a university’s Campus Master Plan.

In the fall of 2018, Florida State and the City of Tallahassee executed a two-year extension of the then current Campus Development Agreement. This was done to provide enough time for the University to complete the required update of its Campus Master Plan. Earlier this year, the University reached that milestone; however, the onset of the COVID pandemic halted its efforts to conduct the statutory review and final adoption process.

In recognition of this delay, the University requested of the City of Tallahassee an additional one-year extension to allow the review and adoption process to proceed and to give both parties sufficient time to renegotiate this Agreement.

Last month, the City of Tallahassee City Commission approved this extension, a copy of which is attached. I recommend your approval of this extension and request your authorization for the President, of his designee, to execute this extension agreement with the City of Tallahassee.

Last month, the City of Tallahassee City Commission approved this extension, a copy of which is attached. I recommend your approval of this extension and request that the Trustees grant you, or your designee, authorization to execute this agreement with the City of Tallahassee.

KC/mb
Attachment

214 Westcott Building, P.O. Box 3061320, Tallahassee FL 32306-1320
850.644.4444 • Fax 850.644.4447
CONSENT ITEM G
MEMORANDUM

TO: John Thrasher, President
FROM: Kyle Clark, Vice President for Finance & Administration
DATE: November 2, 2020
SUBJECT: Request for Approval
Major Construction Projects Summary Report

Enclosed please find our Major Construction Project Status Report that identifies all of our active project contracts valued over $2.0 Million. This report includes an active major project summary report, an overall major project status report, and a change order summary report for FY 2019-20. These reports fulfill our annual reporting obligation to our UBOT.

KC

Attachments:
* Active Major Project Summary  
  (budget/schedule)
* Major Project Status Report
* Change Order Summary
MEMORANDUM

Date: October 22, 2020

To: Dave Irvin
   Associate Vice President of Facilities

From: Lawrence R. Rubin, RA
       Director of Facilities Design and Construction

Re: Major Construction Projects Summary Report

Enclosed please find our Major Construction Project Status Report that identifies all of our active project contracts valued over $2.0 Million. This report includes an active major project summary report, an overall major project status report, and a change order summary report for FY 2019-20. These reports fulfill our annual reporting obligation to our UBOT.

If you have any questions or would like to discuss this in more detail, please let me know.

Attachments:
   *Active Major Project Summary
     (budget/schedule)
   *Major Project Status Report
   *Change Order Summary
<table>
<thead>
<tr>
<th>Line No.</th>
<th>Project Number</th>
<th>Description</th>
<th>FSU PM</th>
<th>Architect / Engineer</th>
<th>Const. Mgr / Contractor</th>
<th>SCHEDULE</th>
<th>BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>FS-263</td>
<td>Student Union Expansion</td>
<td>KB</td>
<td>Wkshp/ALW</td>
<td>Ajax</td>
<td>01/15/17</td>
<td>06/15/18</td>
</tr>
<tr>
<td>2</td>
<td>FS-264</td>
<td>Hoffman Teaching Lab Renovations</td>
<td>MJS</td>
<td>Children/HN/ AEI</td>
<td>11/01/17</td>
<td>11/02/18</td>
<td>01/01/19</td>
</tr>
<tr>
<td>3</td>
<td>FS-264A</td>
<td>Bio Unit One Renovations</td>
<td>MJS</td>
<td>Children/HN/ AEI</td>
<td>10/16/17</td>
<td>12/14/18</td>
<td>02/07/19</td>
</tr>
<tr>
<td>4</td>
<td>FS-268</td>
<td>STEAM Classroom Building &amp; Auditorium</td>
<td>JS</td>
<td>BFS</td>
<td>Culpepper</td>
<td>07/15/18</td>
<td>02/15/19</td>
</tr>
<tr>
<td>5</td>
<td>FS-276</td>
<td>Center for Advanced Power Systems (CAPS)</td>
<td>MJS</td>
<td>AW/HN</td>
<td>08/01/18</td>
<td>01/15/19</td>
<td>03/07/19</td>
</tr>
<tr>
<td>6</td>
<td>FS-PC3</td>
<td>Bayside Residence Hall, Panama City Campus</td>
<td>LR</td>
<td>Zimmer (P3)</td>
<td>1/15/2020</td>
<td>7/15/2020</td>
<td>8/1/2020</td>
</tr>
<tr>
<td>7</td>
<td>FS-206</td>
<td>College of Business Building</td>
<td>BA</td>
<td>GC</td>
<td>Culpepper</td>
<td>03/10/18</td>
<td>TBD</td>
</tr>
<tr>
<td>8</td>
<td>FS-275</td>
<td>Interdisciplinary Research &amp; Commercialization Bldg (IRCB)</td>
<td>MJS</td>
<td>Wilson</td>
<td>WT</td>
<td>04/10/15</td>
<td>TBD</td>
</tr>
</tbody>
</table>

**Projects Underway**

$403,477,211

**FSU PM (Project Manager) Abbreviations**

- BL = Bill Lamb (644-3504)
- GF = Gary Feldman (645-4990)
- KB = Kim Ball (644-1290)
- BQ = Biff Quarles (644-0478)
- LR = Larry Rubin (644-3591)
- BA = Brad Adams (644-0281)
- MB = Mark Bertolami (644-8458)
- BC = Brian Cannady (408-9436)
- JS = Justin Shafer (644-2902)
- JK = Jay Luedecke (645-5685)
- MJS = Mary Jo Spector (644-8313)
- KM = Kent Malik (519-3347)
- GM = Gary Metcalf (591-8413)

**Architect/Engineer Abbreviations**

- AEI = Affiliated Engineering
- ALW = Architects: Lewis+Whitlock
- BCJ = Bohlin Cywinski Jackson
- BFBA = Barnett, Fronczak Barlow Architects
- EML = Elliott, Marshall, Innes
- GC = Goody Clancy
- GRCA = Gilchrist Ross Crowe Architects
- HN = Hicks Nation
- Wilson Architects
- Wkshp = Workshop Architects
- BFS = B. Frank Studios

**Construction Manager Abbreviations**

- WS = Willis A. Smith Construction
- WT = Whiting-Turner Contracting Company
- Ajax = Ajax Building Corporation
- CCC = Culppeper Construction Company
- DB = Design/Build
- TBD = To Be Determined
### Project Status Report

#### 10/22/2020

<table>
<thead>
<tr>
<th>PROJECT #</th>
<th>PROJECT NAME/PHASE</th>
<th>MANAGER</th>
<th>PROJECT STATUS</th>
</tr>
</thead>
<tbody>
<tr>
<td>FS-263</td>
<td>Student Union Expansion Construction</td>
<td>Ball</td>
<td>Construction continues with CMU and MEP being installed. GMP #5 adds $55M for interior construction and additional MEP. Substantial completion is expected October 1, 2021.</td>
</tr>
<tr>
<td>FS-264</td>
<td>Hoffman Teaching Labs Renovations Construction</td>
<td>Spector</td>
<td>Fifth floor labs have been completed and are ready to use. Floors Three &amp; Four are nearing completion and will be complete December 31, 2020.</td>
</tr>
<tr>
<td>FS-264A</td>
<td>Bio Unit One Renovations Construction</td>
<td>Spector</td>
<td>Third floor labs are completed, certified and are currently being occupied. Related work on the Second floor is being completed and is expected to be complete February 15, 2021.</td>
</tr>
<tr>
<td>FS-268</td>
<td>STEAM Classroom Building &amp; Auditorium Construction</td>
<td>Shafer</td>
<td>Construction continues on the STEAM building with CMU block and steel framing being installed. Substantial completion is expected August 23, 2021.</td>
</tr>
<tr>
<td>FS-276</td>
<td>Center for Advanced Power Systems (CAPS) Phase 1 &amp; 2 Final Completion, Phase 1; Construction, Phase 2</td>
<td>Spector</td>
<td>Phase 1 of CAPS is substantially complete. Phase 2 construction continues and is expected to be complete on July 21, 2021.</td>
</tr>
<tr>
<td>FS-PC3</td>
<td>Bayside Residence Hall, Panama City Campus Construction</td>
<td>Rubin</td>
<td>The Bayside Residence Hall is under construction. The foundations, helical piles and utilities are currently being installed. Expected completion date is August 15, 2021.</td>
</tr>
<tr>
<td>PROJECT #</td>
<td>PROJECT NAME/PHASE</td>
<td>MANAGER</td>
<td>PROJECT STATUS</td>
</tr>
<tr>
<td>-----------</td>
<td>--------------------------------------------------------</td>
<td>---------</td>
<td>-----------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>FS-206</td>
<td>College of Business</td>
<td>Adams</td>
<td>The College of Business consists of approximately 210,000 GSF of Academic and Administrative spaces on the site south of the Civic Center. The design team has submitted 50% construction documents. The project has been put on hold until sufficient funding is in place.</td>
</tr>
<tr>
<td>FS-275</td>
<td>Interdisciplinary Research &amp; Commercialization Building (IRCB)</td>
<td>Spector</td>
<td>The project is on hold pending receipt of enough funding to begin construction. Design documents are complete, and we will wait and see the outcome of the next legislative session.</td>
</tr>
</tbody>
</table>
The amounts shown in this report are actual current contract amounts. They do not include unexpended contingency, in-house costs (OTC, maintenance work orders), or purchase orders for direct purchase materials, and other items included in the overall construction budget.

### MAIN CAMPUS

<table>
<thead>
<tr>
<th>Project Name &amp; No.</th>
<th>GMP/Dir. Own.</th>
<th>Dir. Own. purchase</th>
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</thead>
<tbody>
<tr>
<td>FS-259, Earth Ocean &amp; Atmospheric Sciences Building</td>
<td>300,973.54</td>
<td>396,250.00</td>
</tr>
<tr>
<td>Amd 1: Gunter Building Demolition</td>
<td>31,892,704.00</td>
<td>(1,730,456.00)</td>
</tr>
<tr>
<td>Amd 2: Shell and Envelope</td>
<td>(736,406.80)</td>
<td>31,892,704.00</td>
</tr>
<tr>
<td>Amd 3: Additional Scope Elevators, HVAC, and Electrical Systems</td>
<td>6,000,000.00</td>
<td>6,000,000.00</td>
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<tr>
<td>Amd 4: GMP</td>
<td>21,426,862.00</td>
<td>21,426,862.00</td>
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<tr>
<td>included in prior year reports</td>
<td>1,958,478.00</td>
<td>1,958,478.00</td>
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<tr>
<td>included in prior year reports</td>
<td>(9,064,418.07)</td>
<td>(9,064,418.07)</td>
</tr>
<tr>
<td>Return unused DPO funds back to contract</td>
<td>1,730,456.00</td>
<td>1,730,456.00</td>
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<tr>
<td>Wall Map and Audio Visual</td>
<td>349,757.00</td>
<td>349,757.00</td>
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<tr>
<td>Supervision and Builder's Risk Insurance</td>
<td>201,199.14</td>
<td>201,199.14</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>51,086,616.09</strong></td>
<td><strong>51,086,616.09</strong></td>
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<table>
<thead>
<tr>
<th>Project Name &amp; No.</th>
<th>GMP/Dir. Own.</th>
<th>Dir. Own. purchase</th>
</tr>
</thead>
<tbody>
<tr>
<td>FS-263, Student Union Replacement</td>
<td>516,541.62</td>
<td>13,450,210.00</td>
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<tr>
<td>GMP</td>
<td>25,519,390.00</td>
<td>25,519,390.00</td>
</tr>
<tr>
<td>Amd 1: Demolition, Utilities &amp; Temporary Facilities</td>
<td>(922,544.53)</td>
<td>3,023,422.97</td>
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<tr>
<td>Amd 2: Deep Foundation Package</td>
<td>(3,812.50)</td>
<td>3,812.50</td>
</tr>
<tr>
<td>Concrete shear walls, steel shop drawings, perimeter footing drain and backfill</td>
<td>3,023,422.97</td>
<td>3,023,422.97</td>
</tr>
<tr>
<td>Amd 3: Structure and Waterproofing</td>
<td>17,776,970.38</td>
<td>17,776,970.38</td>
</tr>
<tr>
<td>Increase General Liability Insurance based on anticipated GMP of $119,000,000</td>
<td>666,034.00</td>
<td>666,034.00</td>
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<tr>
<td>1,432,163.50</td>
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<tr>
<td>3,812.50</td>
<td>3,812.50</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>64,525,027.62</strong></td>
<td><strong>64,525,027.62</strong></td>
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<table>
<thead>
<tr>
<th>Project Name &amp; No.</th>
<th>GMP/Dir. Own.</th>
<th>Dir. Own. purchase</th>
</tr>
</thead>
<tbody>
<tr>
<td>FS-264, Hoffman Teaching Lab Renovations</td>
<td>10,083,268.00</td>
<td>70,928.00</td>
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<tr>
<td>GMP</td>
<td>(509,244.61)</td>
<td>(509,244.61)</td>
</tr>
<tr>
<td>included in prior year reports</td>
<td>(770,335.14)</td>
<td>(770,335.14)</td>
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<tr>
<td>Roof and other Infrastructure</td>
<td>1,808,111.00</td>
<td>1,808,111.00</td>
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<tr>
<td>Adds the addition of the 3rd floor renovation to scope</td>
<td>3,489,135.00</td>
<td>3,489,135.00</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>14,171,860.25</strong></td>
<td><strong>14,171,860.25</strong></td>
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</table>

<table>
<thead>
<tr>
<th>Project Name &amp; No.</th>
<th>GMP/Dir. Own.</th>
<th>Dir. Own. purchase</th>
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</thead>
<tbody>
<tr>
<td>FS-264A Bio Unit One 3rd Floor Renovation</td>
<td>19,520,137.00</td>
<td>133,129.00</td>
</tr>
<tr>
<td>GMP</td>
<td>(518,941.30)</td>
<td>(518,941.30)</td>
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<tr>
<td>CSL &amp; Dittmer Relocation</td>
<td>357,067.00</td>
<td>357,067.00</td>
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<tr>
<td>Cold Room Renovations</td>
<td>133,129.00</td>
<td>133,129.00</td>
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<tr>
<td>(2,927,595.00)</td>
<td>(2,927,595.00)</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>16,563,796.70</strong></td>
<td><strong>16,563,796.70</strong></td>
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</table>

### SOUTHWOOD

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<thead>
<tr>
<th>Project Name &amp; No.</th>
<th>GMP/Dir. Own.</th>
<th>Dir. Own. purchase</th>
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<tbody>
<tr>
<td>FS-268, FSUS STEAM Bldg. &amp; Auditorium</td>
<td>68,736.71</td>
<td>12,700,000.00</td>
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<td>Pre-construction</td>
<td>(688,379.63)</td>
<td>(688,379.63)</td>
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<tr>
<td>Amd 1: Accepts GMP</td>
<td>(816,516.05)</td>
<td>(816,516.05)</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>11,261,343.98</strong></td>
<td><strong>11,261,343.98</strong></td>
</tr>
<tr>
<td>Project Description</td>
<td>GMP/CO#</td>
<td>Dir. Own. purchase</td>
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<tr>
<td>----------------------------------------------------------</td>
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<td>-------------------</td>
</tr>
<tr>
<td>FS-276, CAPS New Building</td>
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<tr>
<td>GMP</td>
<td>3,613,925.06</td>
<td>Orig</td>
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<td>Concrete pad, conduit and electrical work</td>
<td>40,834.79</td>
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<td></td>
<td>357,979.08</td>
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<td></td>
<td>19,655.53</td>
<td>CO 3</td>
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<tr>
<td>Phase 2 Foundation and Sitework</td>
<td>664,180.95</td>
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<tr>
<td>Engineered metal building for Phase 2</td>
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<tr>
<td>Fit out of Phase 2</td>
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<td>CO 6</td>
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<td></td>
<td>31,644.80</td>
<td>CO 7</td>
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<td>7,342,428.34</td>
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*DOP (Direct Owner Purchase)*
CONSENT ITEM H
MEMORANDUM

TO: John Thrasher, President

FROM: Kyle Clark, Vice President for Finance & Administration

DATE: November 19, 2020

SUBJECT: Request for Approval of Amendment to Regulations
FSU-2.0249 Installment Tuition and Fee Contracts

The University recently acquired the CashNet system, for the collection and processing of online payments. This system provides robust payment plan functionality which will allow students to enroll in predefined payment plans, in order to reduce their outstanding current and prior term balances. The CashNet system will send notifications when payments are coming due, and interfaces with the University’s Student systems, to prevent the assessment of late fees and schedule cancellation.

Florida Statute and Board of Governors Regulations both permit universities to enter into payment arrangements with students; however, FSU Regulations were written within the constraints of a manual payment plan process and will not allow for the use of CashNet’s robust payment plan solution.

The proposed revisions to FSU Regulation 2.0249 will simply reduce its scope to better align with BOG Regulations and remove matters that are related to processes rather than policy. The major benefits include:

- Automation of a currently manual application process for prior semester payment plans.
- Ability to establish payment plans for any semester.
- Flexibility of the amount required up front.
- Flexibility of when to assess the service fee.
- Flexibility of the payment for courses added after an installment plan is initiated.

I recommend approval of the proposed revisions to FSU Regulations 2.0249.

KC
Attachments
FSU-2.0249 Installment Tuition and Fee Contracts.

(1) Students incurring tuition and fees greater than $150.00 are eligible to execute an installment fee payment agreement for the Fall and Spring semesters only. The university president may establish a procedure for the payment of tuition and associated fees in installments.

(2) The following additional provisions apply to installment fee contracts:

The initial payment must be at least one half of the total tuition and fees due and is due by the tuition payment deadline.

(a) Failure to pay the balance of tuition and fees by the second installment deadline will result in the assessment of the late payment fee.

(b) All academic credit and records will be withheld if any remaining balance of tuition and fees are not paid by the end of the semester.

(c) An installment service fee will be assessed at the time of the first payment for the installment payment option.

(d) Once an installment contract is executed, any course added at a later date must be paid in full within five (5) calendar days from the date the course is added. It will not be covered under the previously executed tuition/fee deferment contract. Failure to pay tuition and fees in full for such a course(s) will result in the assessment of the late payment fee.

Specific Authority BOG Regulation 1.001(3) (j); Reg. Procedure July 21, 2005 Law Implemented 1001.74(1), 1009.24(13) (d), (e), (15) FS. History—New 5-5-03.
CONSENT ITEM I
MEMORANDUM

TO: John Thrasher, President
FROM: Kyle Clark, Vice President for Finance & Administration
DATE: November 19, 2020
SUBJECT: Request for Approval of Amendment to Regulations
FSU-2.02422 Special Fines, Fees, and Penalties

The University recently acquired the CashNet system, for the collection and processing of online payments. This system provides robust payment plan functionality which will allow students to enroll in predefined payment plans, in order to reduce their outstanding current and prior term balances. The CashNet system will send notifications when payments are coming due, and interfaces with the University’s Student systems, to prevent the assessment of late fees and schedule cancellation.

Florida Statute and Board of Governors Regulations both permit universities to enter into payment arrangements with students; however, FSU Regulations were written within the constraints of a manual payment plan process and will not allow for the use of CashNet’s robust payment plan solution.

The proposed revision to FSU Regulation 2.02422 will increase the service charge for establishing a payment plan from $10 to $15. The fee increase is in accordance with BOG Regulations and will help offset the administrative costs for processing and managing the installment payment plans.

I recommend approval of the proposed revisions to FSU Regulations 2.02422.

KC
Attachments
Installment Payment Plans
November 10, 2020
Page 2


The Board of Trustees must authorize all tuition and fees assessed. Accordingly, the specific fines, fees and penalties listed in this section, and the tuition and fees defined in Regulation FSU-2.024, are the only fees that may be charged without specific approval of the Board, except as authorized by Florida Statute:

(1) A nonrefundable application fee................................................................. $30.00

(2) An orientation fee ................................................................................... $35.00

(3) A fee for security, access, or identification card:

   (a) Annual card fee ($5.00 each, Fall and Spring Semester)....................... $10.00

   (b) Replacement card fee......................................................................... $15.00

(4) A service charge for the payment of tuition in installments...................... $150.00

(5) A late registration fee to be assessed to students who fail to initiate registration during the regular registration period ......................................................... $100.00

(6) A late payment fee to be assessed to students who fail to pay tuition and fees or who fail to make appropriate arrangements to pay (by means of installment payment, deferment, or third-party billing) by the tuition and fee deadline set by the university................................................................. $100.00

(7) Materials and supply fee (lab fees) to offset the cost of materials and supplies consumed during the course of the student's instructional activities, excluding the cost of equipment replacement, repairs and maintenance ......................................................Cost

(8) A fee for miscellaneous health-related charges for services provided at cost by the university health center which are not covered by the health fee set under Section 1009.24(11). F.S...............................Cost

(9) Housing rental rates and miscellaneous housing charges for services provided by the university at the request of the student.................................................................Cost

(10) A charge to represent the reasonable efforts to collect overdue accounts.................................................................Cost

(11) A service charge on university loans in lieu of interest and administrative handling charges.................................................................$5.00
(12) Library fines and charges, including:

(a) Damaged and lost library materials, interlibrary loans, and literature searches.................................................................Cost

(b) Overdue per book or unit per day ........................................Not to exceed $2.00

(c) Overdue Reserve Materials per book or unit per hour............Not to exceed $4.00 ($40.00)

(13) Fees relating to duplicating, photocopying, binding, and microfilm services; copyright services, and standardized testing.................................................................Cost

(14) Fees and fines relating to the use, late return, and loss and damage of facilities and equipment.................................................................Cost

(15) Returned check fee for unpaid checks returned to the university.................................................................As provided by Section 832.07, F.S.

(16) Traffic and parking fines, charges for parking decals or permits, and transportation access fee .................................................................As provided by FSU-2.009

(17) An Educational Research Center for Child development fee for child care and services offered by the center.................................................................Cost

(18) Fees for academic transcripts .........................................................$10.00

(19) Diploma replacement.................................................................$10.00

(20) Internet Payment Convenience Fee.........................................................Cost

(21) Developmental Research School Fees: Activities Fee........................................Variable

(22) The university president will authorize additional fees in order to meet specific higher education needs of the State when special circumstances result in specific, identifiable increased costs to a university. These fees will be in addition to the regular Student Credit hour fees charged to students enrolling in these courses on-campus. The additional fees charged shall be sufficient to recover all increased costs. The university shall remit the regular Student Credit hour fees collected for these courses to the appropriated Student Fee Trust Funds. The university shall use the additional fees to cover the increased cost of these courses and reimburse the appropriate Educational and General fund, or the appropriate other fund if the costs are incurred in other than Educational and General funds........................................Variable
(23) Each university president or president's designee will authorize additional fees for off-campus course offerings in order to meet specific higher education needs of the State when special circumstances result in specific, identifiable increased costs to the university. These fees will be in addition to the regular Student Credit hour fees charged to students enrolling in courses on campus. The additional fees charged shall be sufficient to recover all increased costs. The university shall retain the additional fees collected. The university shall use the additional fees collected to cover the increased cost of these courses and reimburse the appropriate Educational and General fund, or the appropriate other fund if the costs are incurred in other than Educational and General funds.............................................................Variable

(24) Other miscellaneous fines, fees and penalties as approved by the Board of Trustees and authorized by state law.

(25) Each applicant to the university as a freshman (otherwise known as FTIC, First Time in College) or as a law or medical student shall submit a nonrefundable $200 admissions deposit upon the applicant's acceptance to the university. If the student enrolls, the deposit will be applied towards tuition. If the applicant does not enroll, the deposit will be used as specified in Section 1009.24(14), F.S. The deposit will be waived only upon demonstrated inability to pay.

(26) A technology fee of 5 percent of the tuition per credit hour, beginning with the fall term of the 2010-2011 academic year. The revenue from this fee shall be used to enhance instructional technology resources for students and faculty. The technology fee shall not be included in any award under the Florida Bright Futures Scholarship Program.

CONSENT ITEM J
MEMORANDUM

TO: John Thrasher, President

FROM: Kyle Clark, Vice President for Finance & Administration

DATE: November 19, 2020

SUBJECT: Regulation Amendment
FSU-2.02414—Fee Waivers and Exemptions

This amendment provides general needed updates of this regulation and also addresses issues related to the FSU Audit comments.

The applicable statutes and Board of Governors Regulation provide for both mandatory and discretionary exemptions and waivers of out of state tuition and some fees. Previously these mandatory waivers had been specifically listed, however, they change periodically. This amendment incorporates all mandatory waivers by reference rather than attempting to list them and continually update them in our regulation. It retains the existing discretionary waivers previously approved by the board in the regulation. It also retains the ability of the Board to approve new waivers as needed when found consistent with the mason of the university through individual Board action.

The amendment also addresses several waiver categories which the FSU internal auditor believed did not have adequate specific authority. First, the waiver for certain exceptional incoming students including those in the performing arts which involve auditions and evaluation prior to admission. Also, the waiver allowed for participants First Year Abroad students. These waiver categories have been implemented for some period of time based upon what had been viewed as sufficient existing authorities and prior administration decision. Specific authority to determine eligibility under these categories would be delegated to the Provost.

Recommend Approval

Approved for Agenda

President
ACADEMIC AFFAIRS
ACTION ITEM
TO: President John Thrasher
FROM: Provost Sally McRorie
DATE: November 3, 2020
SUBJECT: Name Change from Dedman School of Hospitality to Dedman College of Hospitality

Request for Approval

Director Donald Farr and the faculty have requested approval of a name change from the Dedman School of Hospitality to the Dedman College of Hospitality. In accordance with policy, the request was approved by the faculty of the School, by the Academic Deans Council, and by the Faculty Senate.

The school’s recent meteoric rise in rankings along with the potential for increased leverage of resources, industry relations, and alumni support have prompted this request.