

**STRATEGIC PLANNING COMMITTEE**  
Wednesday, April 30, 2008

**SUBJECT: ROLL CALL AND THE APPROVAL OF MINUTES**

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**PROPOSED COMMITTEE RECOMMENDATION**

Initiate roll call to document member participation and ensure appropriate quorum numbers are achieved as well as approve the February 20, 2008 minutes

**BACKGROUND INFORMATION**

Strategic Planning Committee Members:

Mr. Scott Adams, Chair	_____
Mrs. Lalita Janke, Co-Chair	_____
Dr. Rajendra Gupta	_____
Mrs. Sherry Plymale	_____
Dr. Eric Shaw	_____
Mr. Tony Teixeira	_____
Mr. Tom Workman	_____

Participating BOT Members:

Mrs. Nancy Blosser	_____
Dr. William Bryant	_____
Mr. David Feder	_____
Mr. Armand Grossman	_____
Mr. Robert Stilley	_____

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**Supporting Documentation:**            **Strategic Planning Committee February 20, 2008 Minutes**



## STRATEGIC PLANNING COMMITTEE

### Minutes

Wednesday, February 20, 2008

Trustee Scott Adams, Chair of the Strategic Planning Committee, convened the meeting at 10:05 am with the following Committee members present:

Trustees Scott Adams, Lalita Janke, Rajendra Gupta, Sherry Plymale, Eric Shaw, Tony Teixeira, and Tom Workman.

Other Board Members Present: Trustees Nancy Blosser, David Feder, Armand Grossman, Robert Stilley, and Norman Tripp.

Absent: Trustee William Bryant.

The following university officials participated:

Mr. Frank T. Brogan, President; Dr. John Pritchett, Provost; Mr. David Kian, General Counsel; Dr. Jennifer O'Flannery, Chief of Staff; Dr. Kristen Murtaugh, Vice President MacArthur Campus; Dr. Ken Jessell, Vice President for Financial Affairs; Mr. Tom Donaudy, Vice President for Facilities; and Dr. Joyanne Stephens, Vice President of Broward Campuses.

#### **SP: A-M: Approval of Minutes**

A motion was made and seconded to approve the Strategic Planning Committee Minutes of the December 12, 2007 meeting. **The motion passed unanimously.**

#### **SP: A-1: Recommendation for Approval of a Lease Agreement between Florida Atlantic University and Florida Atlantic University Foundation for the Land at Pine Jog**

Trustee Adams asked Mr. Jack Ludin to make the presentation to the Strategic Planning Committee. Mr. Ludin asked the BOT if Mr. Glen Thomas could give a brief update on Traditions School and Pine Jog Elementary Schools. Mr. Thomas reported that both projects are currently on time and under-budget. There was concern raised about the pool of students at the Tradition School that is unfounded, out of 4073 applicants all the demographics cells are completely filled for 1550 slots. The research agenda is moving forward with the schools and Florida Atlantic University faculty. Both Pine Jog Elementary and Tradition School open in August of 2008.

Mr. Jack Ludin presented the proposal that a lease agreement between Florida Atlantic University (FAU) and Florida Atlantic University Foundation (FAUF) for the land at Pine Jog be approved. Mr. Ludin gave a brief history of Pine Jog. With the Palm Beach County School Board opening an elementary school on fifteen acres of the site the FAUF requested a lease from the FAUF to FAU as FAU is the entity running the environmental education center on the Pine

Jog site. The FAUF represented by outside counsel and FAU represented by the General Counsel's Office has negotiated a lease that will set forth the FAUF and FAU's obligations regarding the use of land and structures, and to mitigate potential liability exposure to the FAUF. The lease is a twenty-five year term with two additional options of twenty-five years a piece. The most significant item in the lease is that the FAUF is requesting that FAU obtain separate insurance to cover the Pine Jog property of \$1 million with a \$4 million umbrella. There are no financial ramifications to the lease and both parties are in agreement with the terms of the lease.

Trustee Lalita Janke asked what the additional cost of \$6000 covered. Mr. Ludin stated that the \$6000 was the anticipated cost of the insurance. All money is held in a FAUF account on behalf of Pine Jog. Trustee Robert Stilley asked whether there was sovereign immunity because of being a state agency. Mr. Ludin stated that FAU does have sovereign immunity of up to \$100,000 to \$200,000, but Florida Statute 716.28 does allow FAU to obtain additional insurance if it chooses. The FAUF wanted additional coverage because minimize potential liability to the FAUF.

**There was a motion to recommend to the Board of Trustees approval of a lease agreement between Florida Atlantic University and Florida Atlantic University Foundation for the land at Pine Jog, by Trustee Lalita Janke. The motion was seconded by Trustee Eric Shaw. The motion passed unanimously.**

**SP: A-2: Recommendation for Approval of the Guidelines for University Policy Development**

Trustee Adams asked Dr. Jennifer O'Flannery to present the guidelines for university policy development. At FAU there has been the practice of issuing presidential memorandum which has set policy throughout the university. In 2007, President Frank Brogan established a workgroup to review the policies of the presidential memorandums, determine which were relevant for today, and to develop a consistent format. The workgroup looked at how other universities in the State University System establish their policies and procedures to help develop a new format. FAU's departments and divisions are organized by departmental or divisional policies and procedures, so there was a need to unify them under one format for the University. The workgroup worked for a year to gather facts and the best proposal for the BOT that lines up with all the departments as well as sister institutions. President Brogan rescinded the existing presidential memorandums that were obsolete and covered in either regulation or department policies. The approach was modeled after University of Central Florida. The Guidelines grand final authority to the University President for review and approval of the policies with the exception of the naming of institutional facilities, buildings, colleges, schools, or other institutional elements. The BOT would have the final authority over all naming opportunities and over all amendments to the Guidelines themselves.

Trustee Janke asked when was the last time the Guidelines reviewed and how often are the policies and procedures reviewed. Dr. O'Flannery stated that there has not been an organized, systematic review. As topics came up relating to the Presidential Memorandums come up they were reviewed. Trustee Janke asked if the workgroup would be reviewing all the policies. The Policies and Procedures committee will be reviewing and updating the policies and procedures on a regular basis. Trustee Robert Stilley asked if the authority over the policies and procedures in the approval is different from the current authority. Dr. O'Flannery reiterated that the policies are an administrative tool for the efficient operation of the University. They are not a regulation set by the Board of Governors or the BOT. No authority will be removed from the BOT. Mr.

David Kian stated that the Guidelines are a clarification of the BOT's delegation of authority to the University President; this is a specific delegation on how the president is to establish policies for internal operations. Dr. O'Flannery stated that once the current presidential memorandums are revised then the committee will begin to work to develop policies in areas that need them.

**There was a motion to recommend Board of Trustees approval of the Guidelines for University policy development, by Trustee Sherry Plymale. The motion was seconded by Trustee Lalita Janke. The motion passed unanimously.**

**SP: I-1: 2008 FAU Legislative Days**

Trustee Adams asked President Brogan to give an update. The theme is "Your Hometown University". Due to the budget cuts, FAU Legislative Days has been scaled down. Trustee Norman Tripp added that it was decided the BOT members would pay their travel expenses for the trip. Dr. O'Flannery noted a change in the agenda, the Governor's State of the State is taking place Tuesday evening at 6:00 pm. President Brogan stated that it was important for representatives from FAU make the case to the Legislature that general funding is important as well as the final funding of \$3.3 million appropriation for the medical education program.

The Strategic Planning Committee meeting adjourned at 10:30 a.m.