

THE FLORIDA INTERNATIONAL UNIVERSITY
BOARD OF TRUSTEES
ADMINISTRATION & ATHLETICS COMMITTEE

WEDNESDAY, 25 APRIL 2007

8:30 A.M.

VIA CONFERENCE CALL

MEMBERSHIP

ALBERT DOTSON, *CHAIR*

PATRICIA FROST, *VICE CHAIR*

BETSY ATKINS

ALFONSO LEON

CLAUDIA PUIG

LARRY KAHN,

FIU FOUNDATION BOARD OF DIRECTORS CHAIRMAN

AGENDA

- | | |
|--|-----------------------|
| I. CALL TO ORDER | ALBERT DOTSON |
| II. APPROVAL OF MINUTES | ALBERT DOTSON |
| III. CHAIR'S REMARKS | ALBERT DOTSON |
| IV. ITEMS FOR COMMITTEE REVIEW | |
| A. ACTION ITEMS | |
| 1. DEFERRED BONUS PLAN POLICY | |
| B. REPORTS (<i>FOR DISCUSSION – NO ACTION REQUIRED</i>) | |
| 2. ADMINISTRATION UPDATE | VIVIAN SANCHEZ |
| 3. ATHLETICS UPDATE | PETE GARCIA |
| V. OTHER BUSINESS (<i>IF ANY</i>) | ALBERT DOTSON |
| VI. ADJOURNMENT | ALBERT DOTSON |

Conference Call information:

- Please call (800) 741-0104, promptly at 8:30 am on Wednesday, 25 April 2007.
- If you are disconnected, please redial the conference call number.
- If you have any problems with the above, contact the BOT office at 305.348.6495

NEXT ADMINISTRATION & ATHLETICS COMMITTEE MEETING
IS SCHEDULED FOR 19 JUNE 2007

This page intentionally left blank

**THE FLORIDA INTERNATIONAL UNIVERSITY
BOARD OF TRUSTEES
ADMINISTRATION AND ATHLETICS COMMITTEE**

25 APRIL 2007

**SUBJECT: ADMINISTRATION AND ATHLETICS COMMITTEE MEETING MINUTES, 4
DECEMBER 2006**

PROPOSED COMMITTEE ACTION:

Adopt the following Resolution:

RESOLVED that the minutes of the meeting of the Florida International University Board of Trustees' Administration and Athletics Committee held on 4 December 2006, attached to this Resolution as Exhibit "A," are hereby approved.

EXHIBITS/SUPPORTING DOCUMENTS:

- EXHIBIT "A": 4 DECEMBER 2006
ADMINISTRATION AND ATHLETICS
COMMITTEE MEETING MINUTES.

FACILITATOR/PRESENTER:

- COMMITTEE CHAIR ALBERT DOTSON

This page intentionally left blank

**THE FLORIDA INTERNATIONAL UNIVERSITY
BOARD OF TRUSTEES**



**ADMINISTRATION AND ATHLETICS COMMITTEE
MINUTES
MONDAY, 4 DECEMBER 2006**

I. CALL TO ORDER

The Florida International University Board of Trustees' Administration and Athletics Committee meeting was called to order on Monday, 4 December 2006 by Committee Chair Albert Dotson at 2:08 pm, in the University Park Graham Center Conference Room 243, Miami, Florida.

The following attendance was recorded:

Present:

Albert Dotson, *Chairperson*
Betsy Atkins
Alfonso Leon

Excused:

Claudia Puig
Patricia Frost

Trustee Bruce Hauptli was also in attendance.

II. APPROVAL OF MINUTES

Committee Chair Albert Dotson asked if there were any additions or corrections to the minutes of the 28 September 2006, Administration and Athletics Committee meeting. Hearing none, the Committee adopted the following:

RESOLVED that the minutes of the 28 September 2006 meeting of the Administration and Athletics Committee held on, attached to this Resolution as Exhibit "A," are hereby approved.

III. CHAIRMAN'S REMARKS

Committee Chair Dotson welcomed everyone in attendance to the Administration and Athletics Committee meeting.

The Florida International University
Board of Trustees
Administration and Athletics Committee
Minutes
4 December 2006
Page 2

Committee Chair Dotson noted the exceptional performance of the women's volleyball team, which was selected to play in the Sunbelt Conference finals. He also noted that during the tournament, Coach Danijela Tomic was named conference Coach of the Year, while student athletes Yarimar Rosa, Keila Oliveira and Olga Vergun received awards. He congratulated Coach Tomic on her impressive dedication to the University and for the guidance she has provided for our student athletes. He also extended congratulations to the entire women's volleyball team for a successful season. Coach Tomic announced the team's goals for the next year, noting that the emphasis will remain on academics as the athletes are students first.

Committee Chair Dotson recognized recently appointed Associate Vice President and Executive Director for the FIU Athletics Finance Corporation Rick Mello, noting that Rick served as the Director for FIU Athletics since July 2000. He thanked Rick for his service to the athletics program and to the University, noting that subsequently, the Sun Belt Conference had asked Rick to serve as its Associate Commissioner.

Committee Chair Dotson welcomed recently appointed Athletic Director Pete Garcia, noting that Pete joined the University after serving as Director of Football Development for the Cleveland Browns.

Trustee Alfonso Leon commended AD Garcia on reaching out to students, noting that he has consistently sought student input to achieve increased support and attendance at University sporting events.

IV. ITEMS FOR COMMITTEE ACTION AND REVIEW

1. Tuition Waiver Program Policy

Committee Chair Dotson introduced the Tuition Waiver Program Policy for Committee review. CFO and Senior Vice President for Administration Vivian Sanchez noted that the University's Human Resources division was proposing an amendment to one of the personnel policies adopted by the Board for non-bargaining unit personnel in order to expand the Tuition Waiver Benefit to cover online courses.

After discussion, the Committee recommended Board adoption of the following Resolution:

WHEREAS, the Board of Trustees ("BOT") is the public employer of all employees of the University and has the power and duty to adopt personnel policies for all University employees;

WHEREAS, the BOT adopted personnel policies for all University employees, including a Tuition Waiver Policy (the "Policy");

WHEREAS, the Policy should be amended to expand the benefit provided so as to include online courses as courses which qualify for in state tuition waivers;

The Florida International University
Board of Trustees
Administration and Athletics Committee
Minutes
4 December 2006
Page 3

NOW, THEREFORE BE IT RESOLVED, that the BOT approves the amendment to the Policy attached hereto as Exhibit "B";

BE IT FURTHER RESOLVED, that the policy attached hereto as Exhibit "B" shall be effective immediately solely for all non-bargaining unit personnel;

BE IT FURTHER RESOLVED, that the University Administration takes all actions necessary to give effect to this Resolution.

2. Administration Update

CFO and Senior Vice President for Administration Vivian Sanchez reported on the University's continued efforts to facilitate student services such as dining facilities and parking decals. CFO Sanchez also provided an update regarding the Payroll Conversion Project. She explained that due to the complexity of the data conversion and the number of interfaces combined with the unique requirement as a state educational institution such as Board of Governor's reporting made the project more complex than what ADP had originally anticipated. Therefore, it was in the best interest of the university to delay the roll-out to July 2007.

3. Athletics Update

Vice President for External Relations Marcos Perez congratulated student athlete Keyonvis "Kiki" Bouie on his outstanding athletic performance, noting that he was named the Pre-Season Sunbelt Conference Defensive Player of the Year and was also invited to the Las Vegas All-American Classic.

VP Perez welcomed newly appointed Athletic Director Pete Garcia.

VP Perez reported on the establishment of the University's Athletics Finance Corporation, noting that the Articles and Bylaws of Incorporation were to be presented to the Florida International University Board of Trustees for approval.

V. OTHER BUSINESS

No other business was raised.

VI. ADJOURNMENT

With no other business, the meeting of the Florida International University Board of Trustees' Administration and Athletics Committee was adjourned on Monday, 4 December 2006, at 3:05 p.m.

Attachments: Exhibits "A" & "B".

Trustee requests:

There were no Trustee requests.

MEB/mb
12.11.06

This page intentionally left blank

**THE FLORIDA INTERNATIONAL UNIVERSITY
BOARD OF TRUSTEES
ADMINISTRATION & ATHLETICS COMMITTEE**

25 APRIL 2007

SUBJECT: ADOPTION OF DEFERRED BONUS PLAN POLICY

PROPOSED COMMITTEE ACTION:

Recommend Board adoption of the following Resolution:

WHEREAS, the Board of Trustees (the BOT) is the public employer of all employees of the University and has the power and duty to adopt personnel policies for all University employees;

WHEREAS, the University has determined that it needs to expand the benefits needed to attract and retain senior strategic management personnel;

NOW, THEREFORE BE IT RESOLVED, that the BOT approves the Deferred Bonus Plan Policy attached hereto as Exhibit "B"; and

BE IT FURTHER RESOLVED, that the President or his designee take all appropriate actions necessary to give effect to this Resolution.

LEGAL AUTHORITY:

Resolution of the Florida Board of Governors, dated January 7, 2003. Resolution delegating and delineating powers of local boards of trustees provides in pertinent part:

19. Each board of trustees shall establish the personnel program for all employees of the university, including the president, pursuant to the provisions of chapter 1012 and, in accordance with rules and guidelines of the Board of Governors, including: compensation and other conditions of employment, recruitment and selection, nonreappointment, standards for performance and conduct, evaluation, benefits and hours of work, leave policies, recognition and awards, inventions and works, travel, learning opportunities, exchange programs, academic freedom and responsibility, promotion, assignment, demotion, transfer, tenure and permanent status, ethical obligations and conflicts of interest, restrictive covenants, disciplinary actions, complaints, appeals and grievance procedures, and separation and

termination from employment. No rule of the Board of Governors shall be considered to in any way contravene the responsibility of each of the university board of trustees to act as the sole public employer with regard to all public employees of its universities for the purposes of collective bargaining in accordance with chapter 447, Florida Statutes.

Explanation for Proposed Board Action:

The Human Resources division is proposing the establishment of a new Deferred Bonus Plan Policy in order for the University to have additional tools to attract and retain key strategic personnel.

EXHIBITS/SUPPORTING DOCUMENTS:

- EXHIBIT “B”: DIVISION OF HUMAN RESOURCES –DEFERRED BONUS PLAN POLICY

FACILITATOR/PRESENTER:

**Florida International University
Division of Human Resources**

DEFERRED BONUS PLAN

Purpose:

To provide a deferred compensation benefit plan that will permit the University to attract and retain select senior executive management personnel.

Eligible Employees:

Eligible Employees are those individuals who report directly or indirectly to the University President or the Provost whose positions are considered strategic, i.e., critical to the University's operations or to the implementation of key priority projects, and whose retention is in the University's best interest. Only the President shall have the authority to designate the positions considered strategic.

Policy:

The University shall establish a Deferred Bonus Plan (the "Plan"), in compliance with all rules of the Internal Revenue Code governing such plans, for the benefit of Eligible Employees. The bonus for any Eligible Employee will be determined annually based on attainment of pre-established measurable performance objectives approved by the President. The amount of any bonus so determined will be held under the Plan for the benefit of the employee, subject to the employee's continued employment for a period of three years following deposit of the amount, with the exception of termination of employment due to the employee's death, disability or involuntary termination other than for cause, as determined by the President. Termination of employment for any other reason, i.e., voluntarily or based on cause, will result in forfeiture of the bonus amount and any earnings thereon.

This page intentionally left blank

**THE FLORIDA INTERNATIONAL UNIVERSITY
BOARD OF TRUSTEES
ADMINISTRATION & ATHLETICS COMMITTEE**

25 APRIL 2007

SUBJECT: ADMINISTRATION UPDATE

PROPOSED COMMITTEE ACTION:

None. Discussion item.

EXHIBITS/SUPPORTING DOCUMENTS:

- ADMINISTRATION UPDATE

FACILITATOR/PRESENTER:

- VIVIAN A. SANCHEZ

This page intentionally left blank

Administration Update

INFORMATION TECHNOLOGY

PantherSoft Portal

The new PantherSoft Portal was introduced to students on February 1st. This Portal is the central place for students to find their academic program and service information. We have received many email messages and online comments from students and the feedback has been very positive. The students are pleased that all the information they need is now organized in one location. A steering committee has been created to provide guidance on the further development and improvement of the Portal service.

The screenshot shows the myFIU PantherSoft Portal homepage. The header includes the myFIU logo and a "MyFIU Home" link. The main content area is divided into several sections:

- Signon:** A login section with fields for Panther ID and Password, a "Sign In" button, and links for "Look up your Panther ID by clicking here!" and "Forgot your Password? Click Here!".
- University News:** A section titled "Brazilian pop master to speak at FIU" with a brief announcement about Gilberto Gil. Below it is a "Headline News" list with links to "New 3-day class schedule starts Fall 2007", "Brazilian pop master to speak at FIU", and "Simplicity Is Complex" at The Wolfsonian-FIU.
- My Menu:** A sidebar menu with links to "Class Schedule" and "Course Catalog".
- Learn More About FIU:** A section with links to "Campus Life", "College and Schools", "Learn about the cost of attendance at FIU", "Financial Aid Opportunities", and "FIU Housing".
- Campus Action Center:** A section with links to "Apply to FIU: Undergraduate/Graduate", "Apply to FIU via online application", "Parking & Transportation", "Plan your Academic Progress", "Undergraduate Planning", "Graduate Planning", "Continuing Education", "Request Transcripts", "Transfer Student Information", and "Student Assessment of Instruction".
- FIU Campus Connections:** A section with links to "Academic Calendar", "Alumni", "Campus Directory", "Campus Map and Directions", "Career Services", "Enrollment", "FIU Bookstores", "FIU Foundation", "FIU Sports", "Graham Center", "Library", "Office of Academic Affairs", and "SGA".

Deployment of eClassrooms

FIU has started implementing a new project to properly equip classrooms with basic technology. Eighteen classrooms in both University Park (UP) and Biscayne Bay (BBC) campuses will be mediated by Fiscal Year end. Although the 18 new mediated classrooms will help enhance the learning experience for more students, compared with our peer State universities, we are lagging behind in the arena of mediated classrooms. For example, University of Florida has nearly 100% of their classrooms mediated, Florida Gulf Coast University also has 100%, Florida Atlantic University has 65%, and University of South Florida has 62%. In contrast, we have less than 40% of our classrooms mediated. As of today, we still have 143 classrooms on UP and BBC campuses that remain to be mediated.

Unless additional funds are received, current plans will take us five years to mediate all of our classrooms.

Information Technology is currently working on various projects to address and improve security as follows:

Enterprise Active Directory

We are expediting the implementation of an enterprise Active Directory which will be used to automatically install security patches on Windows desktop computers and remotely upgrade software programs, thereby saving time and cost for maintaining desktop computers and implementing security policies. The Active Directory is the foundation that provides a single-point of management of Windows desktop computers. It stores information about resources on the network and provides a means of centrally organizing, managing, and controlling access to the resources. Furthermore, in conjunction with Microsoft System Management Server (SMS), the enterprise Active Directory will also be used to monitor digital copyright compliance. We expect that the Active Directory will be ready for production use in May 2007.

Information Security on Data Encryption

Along with the deployment of the Active Directory, we are implementing a data encryption solution. At present, our data stored on desktop computers or on servers are not encrypted, leaving us vulnerable to cyber attacks. On March 15th, we began implementing data encryption for Windows, Mac and Unix computers. In addition, data in transit on our network will be protected by using a combination of data securing techniques, such as Virtual Private Network (VPN) and Internet Protocol Security (IPSEC) solutions. We will complete the implementation for those administrative areas deemed most critical based on the level of confidential information stored (e.g., student financial aid) by Fiscal Year end and continue with the subsequent expansion of the data encryption service to the remainder of the university.

Secure Wireless Access and Wireless Network Expansion

We are rolling out a new user-friendly and secure authentication method for our wireless network. Any FIU student, faculty or staff can use their email ID and passwords to logon to our wireless network. The logon screen is Web-based and is very user-friendly. After the user logs onto our wireless network, the logon process automatically checks if the user's computer is secure to connect to our network. If the user's computer needs security patches or anti-virus protection, the authentication process will ask the user to update the computer's security. The new authentication method is also flexible and smart. It can permit different types of users with different levels of access rights. For example, when a guest user is using our wireless network with a temporary logon ID, the authentication process will direct the user out to the Internet without giving the guest the access to our internal network. In contrast, when a student logs onto our wireless network, the student will be granted to access student information on our network.

We are installing 200 additional wireless points in our classrooms that will use this new wireless authentication method. In addition, we are working with the staff and management in Student Housing with respect to installation of wireless networks in

selected housing areas. This new authentication method will be used on the Student Housing wireless network. By using the same authentication method for Student Housing on both BBC and UP campuses, our students will be able to use this wireless network from building to building without having to re-log onto the system each time providing a welcome convenience for our students. We plan to complete the deployment of the 200 wireless access points in classrooms and complete the wireless network in Student Housing before the fall semester begins. With the additional 200 wireless access points, the total number of wireless access points on BBC and UP campuses will total over 400.

HUMAN RESOURCES

Payroll/HR System Conversion Project

The project team has completed a significant milestone validating the accuracy of the payroll information in the new system against the information residing in the Bureau of State Payroll. We are currently in the middle of User Acceptance Testing (UAT) where the team will test system functionality and business processes from an integrated point of view. Four cycles of UAT are scheduled to be completed by April 02, 2007. We have completed the development of training materials for TimeSaver, ADP's application to capture hours to be paid, and will begin university wide training at the end of April.

In-sourcing of Custodial Services Initiative

In efforts to in-source custodial services, Division of Human Resources has classified and posted 4 Senior Custodial Supervisor, 11 Custodial Supervisor, and 152 Custodial Worker positions, which will be filled in phases. On February 26, 2007, FIU converted its first group of custodial workers and supervisors. The conversion will continue in phases as vendor contracts expire.

Healthcare Insurance for Temporary Employees Initiative

FIU has negotiated with three insurance companies to facilitate health care plans to all university temporary employees, vendors and their dependents. The plans are expected to become available on April 1, 2007. The health plans awarded by the Invitation to Negotiate (ITN) Committee include:

VISTA HEALTH PLANS: A comprehensive plan with a lifetime maximum coverage

PREFERRED MEDICAL PLAN: A plan with low premium rates

CARE ACCESS HEALTH PLAN: A plan that waives pre-existing conditions with a 10% enrollment rate

These companies will visit University Park and Biscayne Bay Campus one day each month indefinitely to answer questions regarding health plans and assist in enrollment process. During these visits, FIU temporary employees and vendors will be able to enroll in the plan

of their choice, review the premium rates to be paid directly to the insurance company, and select a primary health care physician.

Recruitment of Critical Positions

The new Dean of the College of Education was appointed in March. Dr. Luis Miron, an accomplished researcher, comes to FIU from the University of Illinois at Urbana-Champaign, where he has served as program chair in the College of Education's Department of Educational Policy Studies since 2005. His research has yielded more than \$1.6 million in funded grants and contracts. Dr. Miron joins the FIU community June 1st.

The Search and Screen Committee for the Vice President of Human Resources has been reconstituted and is actively working to identify qualified candidates.

FACILITIES MANAGEMENT

FIU has designated the northeast corner of the University Park Campus for its Academic Health Sciences Center. This area, which will include the current Health Life Sciences (HLS) buildings, the new Nursing and Health Sciences building, and several other facilities, will be used for multidisciplinary health sciences instruction, clinical and research space. FIU is currently in the process of selecting a firm to provide an in depth master plan for this area.

**THE FLORIDA INTERNATIONAL UNIVERSITY
BOARD OF TRUSTEES
ADMINISTRATION & ATHLETICS COMMITTEE**

25 APRIL 2007

SUBJECT: ATHLETICS UPDATE

PROPOSED COMMITTEE ACTION:

None. Discussion item.

EXHIBITS/SUPPORTING DOCUMENTS:

- ATHLETICS UPDATE

FACILITATOR/PRESENTER:

- PETE GARCIA

This page intentionally left blank

Athletics Update

Thomas Chestnutt

Thomas Chestnutt was hired as Florida International University's second women's soccer head coach on February 10, 2007. Chestnutt comes to FIU from Fresno State, where he served as the first assistant coach since 2004. Fresno State saw drastic improvements in its women's soccer program during Chestnutt's tenure, including trips to the NCAA Tournament, bolstered recruiting and academic success and conference titles.

In 2005, the Bulldogs won their first-ever Western Athletic Conference (WAC) Tournament Championship, earned an NCAA Tournament berth for only the second time in school history and finished with their best record since 2000. This past season Fresno Stater was crowned WAC regular season champions, won road games against top-20 opponents Florida and BYU, and finished the season 13-5-3 without allowing a goal in conference play (16 games).

In addition to guiding the team on the field, Chestnutt played a major role in the Bulldogs' recruiting and was responsible for overseeing the team's academic success. The Bulldogs flourished in both areas, putting 13 student-athletes on the 2005 WAC Academic All-Conference Team and garnering their first-ever regionally-ranked recruiting class in 2005.

Prior to his arrival at Fresno State, Chestnutt worked with the University of Florida women's soccer team as a volunteer assistant coach from 2001-04, while working toward his Ph.D. in environmental engineering. The Gators went to the 2001 Final Four and advanced to the NCAA Quarterfinals as the No. 3 seed in 2003.

The former center midfielder also possesses a wealth of club coaching and camp experience. Chestnutt has served on the Bullard F.C. Board of Directors and coached the Bullard F.C. U17-U18 girls team in Fresno since 2005. He coached the U15 and U14 Boys Gainesville Select Soccer Club Team from 2001-03, the Tampa Bay Heather U13 team in 1998 and was a trainer for the Gainesville Select/Leg A-Z Youth Clubs from 2001-04. Chestnutt has also played a part in setting up and coaching camps at Fresno State, Florida, Santa Clara and Clemson.

Chestnutt played collegiately at the University of Dayton for three years, earning his bachelor's degree in biochemistry with minors in German, biology and chemistry in 1995. He continued his playing career with the Tampa Bay Cyclones in 1995 and 1996 before spending 1997 with FSC Lohfelden in the German Fourth Division.

Chestnutt returned to school in 1998 and earned his master's degree in engineering mechanics in 2001 from Florida. Chestnutt is scheduled to earn his Ph.D. in May. He holds a USSF National "A" License, a NSCAA Goalkeeping II Diploma, and has been on the CYSA North Olympic Development Program Staff since 2005. In addition, Chestnutt was on the Florida Youth Soccer Association State Staff in 2003-04

Frank Ponce
Wide Receivers Coach

After an illustrious high school coaching career throughout Dade County, Frank Ponce brings his talents and knowledge to Florida International as the Golden Panthers wide receivers coach. He also joins tight ends coach Alex Mirabal as one of two FIU alums on the Golden Panthers coaching staff. Prior to joining FIU, Ponce served as the head coach and offensive coordinator at Miami Senior High School, beginning in 2004. From 2002-03 he was the head coach at Coral Reef High School. He previously served as an assistant coach as well at Killian High School, Miami Central, Northwestern and Coral Gables. He is a five-time selection as an assistant coach in the Dade and Broward All-Star Game and was selected as an assistant on the USA Team for the 2007 NFL Junior Global Football Tournament.

Mick Smith
Head Strength and Conditioning Coach

Florida International University hired former Orlando Magic head strength and conditioning coach Mick Smith to lead its entire strength and conditioning program. Smith brings more than 25 years of strength and conditioning expertise at the high school, college, Olympic and professional levels to FIU, including 13 years as the head strength and conditioning coach of two NBA teams. In addition to his experiences in the NBA, Smith was also a strength and conditioning coach at the University of Miami and at Miami's Christopher Columbus High School. Smith was in charge of all aspects of the Magic's strength and conditioning programs from 1997 to 2006, which included evaluation and assessment of strength needs, design and implementation of position-specific programs, assistance in the design of the team's practice facility, nutritional education and dietary management of players. He served in the same capacity for the Portland Trailblazers from 1993-97, during which time the team reached the NBA Finals twice.

Apollo D. Wright
Special Teams Coordinator

Apollo D. Wright joins the FIU staff as Special Teams Coordinator after several successful coaching tenures, most recently at Villanova University. Wright joined the Villanova staff in 2001 as a Running Backs Coach and has also spent the last three seasons as the Wildcats' Special Teams Coordinator. He played a major role in the performance and development of current Philadelphia Eagles All-Pro Brian Westbrook. Prior to joining the staff at Villanova, Wright was the secondary coach at LaSalle University from 1999-2000. In addition to his duties as a secondary coach, Wright was also in charge of the kick and punt return schemes.