

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

TUESDAY, JUNE 19, 2007

2:00 P.M.

VIA CONFERENCE CALL

MEMBERSHIP

ALBERT DOTSON, *CHAIR*

PATRICIA FROST, *VICE CHAIR*

BETSY ATKINS

MARBELY HERNANDEZ

ALBERT MAURY

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. UNIVERSITY EQUITY REPORTS: | SHANEQUA FLEMING |
| ○ 2006-07 ENROLLMENT, GENDER EQUITY IN
ATHLETICS, AND EMPLOYMENT | |
| B. REPORTS (NO ACTION REQUIRED) | |
| 2. ADMINISTRATION UPDATE | VIVIAN SANCHEZ |
| 3. ATHLETICS UPDATE | PETE GARCIA |
| V. OTHER BUSINESS (IF ANY) | ALBERT DOTSON |
| VI. ADJOURNMENT | ALBERT DOTSON |

NEXT ADMINISTRATION & ATHLETICS COMMITTEE MEETING
IS SCHEDULED FOR SEPTEMBER 10, 2007

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

19 JUNE 2007

**SUBJECT: ADMINISTRATION AND ATHLETICS COMMITTEE MEETING MINUTES, 25
APRIL 2007**

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 25 April 2007, attached to this Resolution as Exhibit "A," are hereby approved.

EXHIBITS/SUPPORTING DOCUMENTS:

- EXHIBIT "A": 25 APRIL 2007
ADMINISTRATION AND ATHLETICS
COMMITTEE MEETING MINUTES.

FACILITATOR/PRESENTER:

- COMMITTEE CHAIR ALBERT DOTSON

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**THE FLORIDA INTERNATIONAL UNIVERSITY
BOARD OF TRUSTEES**



**ADMINISTRATION AND ATHLETICS COMMITTEE
MINUTES
WEDNESDAY, 25 APRIL 2007**

I. CALL TO ORDER

The Florida International University Board of Trustees' Administration and Athletics Committee meeting was called to order at 8:35 am on Wednesday, 25 April 2007, by Committee Chair Albert Dotson, via conference call.

The following attendance was recorded:

Present:

Albert Dotson, *Chairperson*
Betsy Atkins
Patricia Frost
Alfonso Leon

Excused:

Claudia Puig

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 4 December 2006, Administration and Athletics Committee meeting. Hearing none, the Committee adopted the following:

RESOLVED that the minutes of the 4 December 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 thanked all Trustees for making themselves available for the meeting.

The Florida International University
Board of Trustees
Administration and Athletics Committee
Minutes
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Committee Chair Dotson commended the exceptional performance of the women's tennis team in winning the Sun Belt Women's Tennis Championship for a third-consecutive year. He added that freshman Priscilla Castillo captured the tournament's MVP trophy.

Committee Chair Dotson requested that a review of the proposed Athletic fee would be added to the agenda.

IV. ITEMS FOR COMMITTEE ACTION AND REVIEW

1. Deferred Bonus Plan Policy

CFO and Senior Vice President for Administration Vivian Sanchez noted that the University's Human Resources division was 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.

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

WHEREAS, the Florida International University 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.

2. Athletic Fee

Athletic Director Pete Garcia presented the Athletic Fee increase for Committee review, noting that the increase represented a \$1.39 per student credit hour and will be used to help fund stadium expenses and high priority needs in the Department of Intercollegiate Athletics.

After discussion, the Committee adopted the following Resolution:

WHEREAS, the Florida International University Board of Trustees (the BOT) has the power to establish an Athletic Fee for the University pursuant to Board of Governor's Resolution adopted January 7, 2003, which references **Section 1009.24(8) and (11)**, Florida Statutes;

WHEREAS, the Athletic Fee Committee has approved, in the form attached as Exhibit "C" hereto, an increase in the Athletic Fee in the amount of \$1.39 per credit hour effective Fall 2007;

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 Minutes
 25 April 2007
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WHEREAS, the President has approved the fee increase after consultation with the Student Government president;

THEREFORE BE IT RESOLVED that the BOT approves an Athletic Fee increase.

3. Administration Update

CFO and Senior Vice President for Administration Vivian Sanchez reported on the progress of various Administration initiatives such as the Panthersoft Portal, the Payroll/Hr System Conversion Project and the Healthcare Insurance for Temporary Employees Initiative.

4. Athletics Update

Athletic Director Pete Garcia presented the athletics updates, focusing on budget, new personnel and sports highlights.

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 Wednesday, 25 April 2007, at 9:19 a.m.

<i>Trustee requests</i>	<i>Follow-up</i>	<i>Completion Date</i>
<i>1. Committee Chair Albert Dotson requested that all budget-related action items requiring Board approval be presented to all Board Committees for review before they are presented to the Board's Finance and Audit Committee for action.</i>	<i>Associate Corporate Secretary, Mayra Beers</i>	<i>On-going</i>

Attachments: Exhibits "A," "B" & "C"

MB
 4.26.07

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

19 JUNE 2007

SUBJECT: FLORIDA INTERNATIONAL UNIVERSITY EQUITY REPORTS

PROPOSED COMMITTEE ACTION:

Recommend Board adoption of the following Resolution:

WHEREAS, Florida Statutes require the University to develop plans for Equity Accountability, Educational Equity and Gender Equity in Athletics (collectively, the “Plans”); and

WHEREAS, the University must submit the reports on the Plans to the Chancellor of the State University System; and

WHEREAS, the reports on the Plans are attached hereto as Exhibit “B” and are ready for Board approval; and

THEREFORE, BE IT RESOLVED that The Florida International University Board of Trustees approves the Reports attached hereto as Exhibit “B”,

BE IT FURTHER RESOLVED, that the President shall submit the Reports to the Chancellor of the State University System and shall take any further actions necessary to give effect to this resolution.

BACKGROUND INFORMATION:

A. LEGAL AUTHORITY:

Section 1012.95 provides in part:

(2)(a) . . . each state university president shall submit an annual equity report to the Chancellor of the State University System. The equity report shall consist of a status update, an analysis, and a status report of selected personnel transactions . . .”

EXHIBITS/SUPPORTING DOCUMENTS:

- EXHIBIT “B”: EXECUTIVE SUMMARY
– UNIVERSITY EQUITY REPORTS (TO
BE DISTRIBUTED PRIOR TO THE
MEETING)

FACILITATOR/PRESENTER:

- SHANEQUA FLEMING

Pending Exhibit “B”: Executive Summary –
University Equity Reports

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

19 JUNE 2007

SUBJECT: ADMINISTRATION UPDATE

PROPOSED COMMITTEE ACTION:

None. Discussion item.

EXHIBITS/SUPPORTING DOCUMENTS:

- ADMINISTRATION UPDATE

FACILITATOR/PRESENTER:

- VIVIAN SANCHEZ

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Administration Update

INFORMATION TECHNOLOGY

Integrating Emergency Notification Systems

A significant step towards using a unified emergency notification system on our campus has been achieved. Working with Valcom, the vendor of the emergency communication system used in the Lakeview student housing buildings, Information Technology staff has successfully integrated Valcom emergency communication system with the university's emergency communication system, Informacast. As a result, students in Lakeview are able to receive emergency announcements made with Informacast. In addition, messages from Informacast emergency notification system can be heard from three external speakers located in the common area between Primera Casa (PC), Green Library (GL), Deuxieme Maison (DM), and Graham University Center (GC) buildings.

Prior to the Fall Semester, Valcom will be installed in Panther Hall, Everglades Hall and Panther Towers student housing buildings and integrated with Informacast.

PantherSoft Upgrade Plan

Currently, the university utilizes PeopleSoft Student Administration Suite 8.0 and PeopleSoft Financials Suite 8.4 as our PantherSoft ERP (Enterprise Resources Planning) solutions. Because Oracle/PeopleSoft has released newer versions of their ERP solutions and will cease supporting our current ERP solution versions, there is a need to upgrade to newer PeopleSoft versions. The Operations Committee has approved an upgrade plan proposed jointly by the Division of Information Technology, Enrollment Management, Student Affairs, Provost Office, Sponsored Research Administration, Purchasing and Controller's Office.

The approved upgrade plan will be performed as a two-step process in an effort to ease the required demand for financial resources and support services. For fiscal year 2007-2008, PantherSoft Student Administration Suite will be upgraded to version 8.9. Following in fiscal year 2008-2009, we then plan to upgrade our PantherSoft Financials Suite to version 9.0 as well as install and roll out PeopleSoft Grants and Awards Suite Version 9.0.

Deployment of eClassrooms

The project to mediate classrooms with latest audio-video technologies is progressing on schedule as planned. By June 30, 2007, eighteen classrooms will be equipped with the latest audio-video instructional devices. However, as communicated in the April BOT Meeting, compared with our peer State universities, we are lagging behind in the arena of mediated classrooms. With the availability of current funding, it is anticipated to take five years to mediate all of our classrooms.

In our last meeting, we reported on various projects Information Technology is working on to address and improve security. We continue to progress as scheduled with the Enterprise Active Directory, Date Encryption Information Security and Secure Wireless Access and Wireless Network Expansion projects.

HUMAN RESOURCES

Payroll/HR System Conversion Project

The project team has completed User Acceptance Testing(UAT) and has begun Parallel Testing (PAT) which will conclude at the end of May. In an effort to reconcile the two payroll systems at the employee level, PAT, will focus on production readiness and an in-depth analysis.

Through various communication mediums, (i.e. memos, emails, website, circulars, etc.) and instructor lead training we continue to educate the FIU community and create awareness of the Payroll Transition Project "GO LIVE" date and the impact this project will have on University business practices and operations.

We have submitted the required Transition Plan Document to the Bureau of State Payroll for review.

In-sourcing of Custodial Services Initiative

FIU has now hired a total of 35 Custodial Workers, 9 Custodial Supervisors and 4 Senior Custodial Supervisors. Most recently, 18 job offers were made for Custodial Worker positions with an effective date of May 31st, at the Biscayne Bay Campus. The target completion date for the initiative is June 18, 2007.

Healthcare Insurance for Temporary Employees Initiative

At our last meeting, we announced the three health plans awarded by the Invitation to Negotiate (ITN) Committee. Representatives from each of these three health plans, Vista Health Plans, Preferred Medical Plan and Care Access Health Plan have visited University Park and Biscayne Bay Campus in both April and May to host information sessions on the benefits of the insurance plans and to assist FIU temporary employees and contracted vendors with the enrollment process. These monthly visits have been scheduled indefinitely. Information on these particular health plans has been added to the New Employee orientation program agenda.

Recruitment of Critical Positions

Associate Vice President of Real Estate Development and Planning

We are proud to announce the addition of Charles D. Scurr as the new Associate Vice President of Real Estate Development and Planning. Mr. Scurr joined the university on May 14th and comes to us from the Village of Palmetto Bay serving as the first City Manager since 2002. Mr. Scurr also served in the same capacity for the city of South Miami for four years prior to joining the Village of Palmetto Bay.

As a city manager, Mr. Scurr was responsible for all aspects of the management and operation of the city administration, including overseeing municipal functions such as Public Works, Planning and Zoning, Building, Code Enforcement and Community and Economic Development. He has also served as the president and managing director of the South Florida Super Bowl XXIII and XXXIX Host Committees and as the vice president and chief operating officer for The Lipton Tennis Championships (currently the Sony Ericsson Open) from 1989 – 1994. Additionally, Mr. Scurr has served as an adjunct professor for FIU's College of Health and Urban Affairs.

His responsibilities at the university will include:

- Defining the university's on-campus and off-campus real estate expansion strategy
- Establishing alliances with private and public entities to implement real estate objectives
- Identifying ownership and funding alternatives to effectively execute projects
- Preparing all details of capital and campus plans

One of his first responsibilities will be the master planning, implementation and construction of the new Academic Health Center. He will be taking over for our current Associate Vice President of Real Estate Development, Alexander Zyne, who is retiring in October after 30 years of service for the university.

We are honored and excited to have someone with Mr. Scurr's track record, extensive public administration experience and reputation join the FIU family.

Search and Screen Committee

The Search and Screen Committee for the Vice President of Human Resources continues to actively work towards identifying qualified candidates.

College of Medicine

The hiring for the College of Medicine staff continues to progress and, since April, the following leadership positions have been filled:

- Assistant Dean – Community & Clinical Affairs
- Theme Leader – Medicine & Society
- Director of Information Technology
- Associate Director of Finance & Compensation
- Coordinator – Human Resources

The Search and Screen Committee was created for the College of Medicine Faculty with the first kick-off meeting held May 16th. Dr. Simpson serves as Chair of the Committee with Dr. Rock as the hiring official. Vigorous recruiting of faculty for the first two years of the curriculum has begun. Faculty positions have been posted in various medical journals and websites, such as FIU's JobsLink and MedJobs. It is expected that many of these positions will be filled or offered in time for the LCME site visit in November.

A search committee has also been formed for the position of Executive Associate Dean of Finance and Administration and active interviewing of candidates is in process.

FACILITIES MANAGEMENT

FIU Disaster Resistant Plan

In December of 2006, FIU received confirmation from the Department of Community Affairs (DCA) in Tallahassee that FEMA had conditionally approved the FIU Hazard Mitigation Plan.

We are pleased to report that official notification was received in March that the FIU Disaster Resistant University (DRU) All-Hazards Mitigation Plan has met FEMA federal hazard mitigation planning standards and was formally approved. FIU is one of only 28 research universities nationwide, and the first public university within the state of Florida, to have received this designation. This Plan is approved for a period of five years, to March 19, 2012. Both FEMA and the Florida Division of Emergency Management commended the university's development of a solid document that will guide hazard mitigation activities over the coming years.

**THE FLORIDA INTERNATIONAL UNIVERSITY
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ADMINISTRATION & ATHLETICS COMMITTEE**

19 JUNE 2007

SUBJECT: ATHLETICS UPDATE

PROPOSED COMMITTEE ACTION:

None. Discussion item.

EXHIBITS/SUPPORTING DOCUMENTS:

- ATHLETICS UPDATE

FACILITATOR/PRESENTER:

- PETE GARCIA

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Athletics Update

Baseball

- The baseball team was swept by Florida Atlantic in a three-game series to end the season and finished a disappointing 26-29 overall, 12-17 Sun Belt (10th place).

Football

- A groundbreaking ceremony for the new football stadium was held on Friday, May 25 with approximately 200 invited guests in attendance.
- Antwan Barnes (Fourth Round, Baltimore Ravens) and Chandler Williams (Seventh Round, Minnesota Vikings) became the first Golden Panthers to be selected in the NFL Draft.
- The football team wrapped up spring practice with the Blue & Gold Game on April 20. Approximately 2,400 fans attended the event, the largest crowd at a FIU spring game to date.

Swimming and Diving

- Junior Meredith Tisch was named to the U.S. Team for the 11th Pan-American Games in Buenos Aires, Argentina Dec. 26, 2007 – Jan. 8, 2008.

Golf

- The Golden Panthers finished second in the 11-team field at the Sun Belt Conference Championships at Disney's Wide World of Sports complex.
- For a second-straight year, sophomore Susan Nam was voted as an at-large member of the All-SBC team while junior Maria Hernandez also earned all-league recognition with a third-place finish at the conference tournament.

Tennis

- The Golden Panthers won a third-consecutive Sun Belt Conference Championship and earned the league's automatic berth to the NCAA Tournament. It marked FIU's fifth post-season appearance in the last seven years.
- FIU ranked No. 30 in the final Fila/ITA Collegiate Tennis Rankings.
- Head Coach Ronni Bernstein earned league Coach of the Year honors for the third-straight year and also won the University's Presidential Excellence Award, presented to an FIU faculty or staff member who best supports operational excellence and receives peer recognition for excellence in creative activities.

Track & Field

- Junior Naim Yisrael automatically qualified for the NCAA Outdoor Championships in Sacramento, Calif. after a fourth-place finish in the 200-meter dash at the NCAA East Regional in Gainesville, Fla. She broke the school record in the event for the fifth time this season in the process.
- The women's track & field team finished in second place at the Sun Belt Conference Outdoor Championships. Junior India George was named the Women's Most Outstanding Field Performer after winning the long jump title and placing second in the triple jump.
- With Yisrael's qualification for the NCAA Championships, head coach Steve Rubin continues his streak of having at least one student-athlete qualify for outdoor nationals in each of his four seasons.

Softball

- The softball team finished 22-34 overall and eighth in the Sun Belt regular season standings with a 10-15 record.
- Sophomore Kim Rodriguez garnered 2007 First Team All-Sun Belt Conference honors, while junior Monique White was named the Sun Belt Newcomer of the Year. White broke the school record for home runs in a season with 14.

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