

December 17, 2001

TO: Chairs, University Boards of Trustees
University Presidents

FROM: Secretary Jim Horne

SUBJECT: Action on Chancellor's Memoranda

At the December 15, 2001, meeting of the Florida Board of Education, I presented my action on the 133 Chancellor's Memoranda that were Type 2 transferred to the Secretary's office July 1. The attached document reflects my actions to further devolve authority to the universities, effective immediately.

Chancellor's Memoranda were created primarily for standardization of certain procedures across universities and to assist the universities in being in compliance with law and Board of Regents policy. The review of the Chancellor's Memoranda was conducted under the following principles:

- The University Boards of Trustees (UBOT) are the accountable parties for all of the Chancellor's Memoranda and should be briefed on their responsibilities in this regard.
- Chancellor's Memoranda are being rescinded if current law allows it.
- Chancellor's Memoranda are being revised to retain only those portions still necessary to be retained by law or that are necessary for standardization within the system because those activities have not been devolved to the UBOTs.
- Some of the retained Chancellor's Memoranda are retained with the expectation that the 2002 Legislature will take actions which allow these authorities to devolve to the UBOTs.

The universities need to engage in a review, in particular, of the rescinded Chancellor's Memoranda in order to ascertain the necessity of similar local procedures being established. The rescinding of a CM should not be confused with the fact that laws and rules which must be followed may still exist addressing the subject matter.

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The Chancellor's Memoranda which are being rescinded will remain on the Division of Colleges and Universities webpage until the end of January 2002 in order to give you time to download those for your electronic use while considering whether you need similar local procedures. They will be marked "rescinded," however, as the rescinded items are effective immediately. The Chancellor's Memoranda which are on the table reflecting a need for revision will be redrafted over the next several weeks and sent out to the universities for review and input prior to being finalized.

The attachment to this memorandum is available on the FBOE webpage for immediate access, in addition to the hard copies we are providing to various involved parties at the university.

The rules which were transferred to the Florida Board of Education through the Type 2 transfer will be reviewed at a later Board meeting.

JH/aem

Attachment

- c: Council of Administrative and Financial Affairs w/attachment
- Council of Academic Vice Presidents w/attachment
- University Attorneys w/attachment
- University Governmental Relations w/attachment