

[28 March 2001 approval]



UNIVERSITY OF FLORIDA

OFFICE OF THE PROVOST

MARCH 14 2001

Institute of Food and Agricultural Sciences
Entomology and Nematology Department

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14 March 2001

Dr. David R. Colburn
Provost
PO Box 113175
Campus

Dear Dr. Colburn:

This letter is to request that you (1) provide the Natural Area Advisory Committee [NAAC] with \$1,000 to continue its services to the Natural Area Teaching Laboratory [NATL] and (2) approve or modify summary statements as to how NATL is to be managed, maintained, and funded.

Request for \$1,000

As documented in my 20 March 2000 letter, NATL is an academic resource used in 76 courses taught by nine departments in four colleges. It also serves the Florida Museum of Natural History and the public. NATL was started in 1994 and brought to its current state through the efforts of the Natural Area Advisory Committee. (The current members of NAAC are listed on the back of enclosure #1).

NAAC's activities have been funded by \$101,625 raised from University of Florida and other sources (encl #2). Most of this was spent on fences, re-engineering a retention basin, a berm, and a kiosk. The remainder was spent on incidentals. NAAC's expenditures for incidentals totaled \$767.11, \$663.79, \$864.81, and \$704.53 for the calendar years 1997, 1998, 1999, 2000 (encl #3-6). This year, the total thus far is \$93.15 (for signs and kiosk supplies). Upcoming expenditures include printing a color brochure describing SEEP (the re-engineered retention basin) (encl #7) and Roundup herbicide to control exotic invasive grasses in the successional plots. NAAC's balance of \$278.10 will not cover these two items.

Request for statements

During my final year as chair of NAAC, I thought it appropriate to determine for the Committee how the Administration planned to manage, maintain, and fund NATL. You provided a general statement in your letter of 27 June 2000. Filling in the details has been a slow process. Here are statements that summarize what seems to be in place for management and maintenance and what seems reasonable for funding.

Management

The Natural Area Advisory Committee (NAAC), consisting of at least one representative from each department or other unit making significant use of NATL and the Chair of the Lakes, Vegetation and Landscape Committee, will recommend management plans and seek their implementation. Each fall the

Chair of NAAC will send a written report of the Committee's activities for the previous school year to appropriate administrators and will report in person to the Lakes, Vegetation, and Landscape Committee.

[NAAC operating procedures and the minutes of its meetings are posted on the NATL web site (<http://csssrvr.entnem.ufl.edu/~walker/natl.htm>).]

Maintenance

NAAC and PPD will work cooperatively to ensure the maintenance of NATL. Each will do those tasks that it can handle most efficiently. The Chair of NAAC will communicate directly with PPD and the Vice President of Administrative Affairs regarding maintenance of NATL.

Funding

NAAC will ask the Provost for funds to cover its routine operations. Each such request will be accompanied by a report of all NAAC expenditures not previously documented. For major projects, NAAC will also request the Provost's support, but with copies to the Vice President of Administrative Affairs, the Vice President for Agriculture and Natural Resources, and the Deans of the Colleges of Agricultural and Life Sciences, Liberal Arts and Sciences, Engineering, and Education.

I set the amount of the current request at \$1000 on the basis that the Committee's track record justified that amount of risk. If you don't mind being asked more often, as little as \$500 would suffice.

Sincerely,



Thomas J. Walker
NAAC Administrative Assistant

University of Florida
Office of the Provost and
Vice President for Academic Affairs

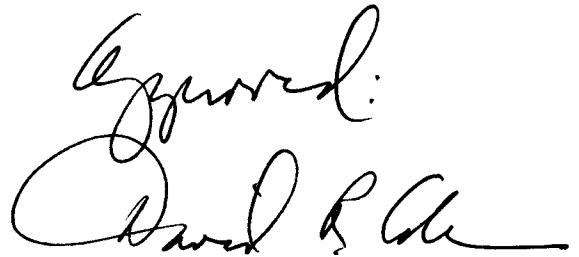
MEMORANDUM

Date 3/29/01

From: David R. Colburn
235 Tigert Hall
PO Box 113175
(352) 392-2404/SC 622-2404

To: Tom Walker

Enclosed please find my approval of your request. Thank you.



3.28.01