

Exhibit A

STRATEGIC PLANNING

A Customized Program *For:*



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Executive Summary:

The FAU Library seeks a proposal from Florida Atlantic University's Office of Executive Education for facilitation of a strategic planning session to be held with Library stakeholders including staff, students, faculty, and other Library stakeholders.

Part I Leadership Training Program:

Schedule/Dates: TBA; Starting Summer/Fall 2016

Program Format: (2) Full day sessions; Time: 8:30 a.m. – 4:30 p.m.

Location: The program will be held at the FAU Boca Raton Campus: 777 Glades Road, Office Depot Center for Executive Education, Bldg. 93.

Attendees: To be determined

Materials – Planning materials will be provided in digital format to Client a minimum of 3 days prior to training. Client is responsible for duplication.

Fees: Strategic planning session includes a full day of preparation and customization in advance of the session, two full days of planning, and a complete report on the outcomes from the session: \$8,000

Instructor:



Ralph M. Parilla, Jr. is the President of Parilla & Associates, a consulting firm specializing in Management Training and Human Resources consulting. Parilla's experience includes fourteen years at Motorola, where he worked in a variety of assignments in divisional, corporate and international operations. His last two assignments were at the Director level with responsibility for Motorola's Human Resources operations in the Asia/Pacific region, and then in Florida and Puerto Rico. His experience with Gould (later Encore Computer) included Director level assignments in Compensation, Benefits, Employee Relations, Employment and Recruiting, and EEO. He also worked as the Southeast Vice President of the Employers Association of Florida. Since starting Parilla & Associates in 1986, he has conducted training programs and made convention and seminar presentations for client organizations in a variety of enterprises such as state, county, and municipal government, and numerous industries including computers, machine tools, health care, food service, telecommunications, agriculture, aviation, biological products, country clubs, electronics manufacturing, printing, retail, and construction. These programs have ranged from first level supervisory courses through CEO level seminars. Consulting assignments include extensive work in Compensation projects such as pay plan design, job evaluation, job

descriptions, and salary surveys. Other consulting activities encompass employee relations issues, performance appraisal design, EEO Charge resolution, Human Resources policy and handbook writing, meeting facilitation, and strategic planning. His involvement in the community includes being on the founding Board of Directors of the Adam Walsh Center. He was the Center's Chairman of the Board from 1982 until the merger with the National Center for Missing and Exploited Children in 1990. Since joining the NCMEC Board, he has been an active board member, chairing several committees and serving on the Board's Executive Committee. He was recently the Chairman of the NCMEC Board of Directors. In addition to his work on the NCMEC board, he has been active in workforce development issues for over 30 years. He is the past Chair of the Work Force One Board of Directors. He was also active in the Broward County Crime Stoppers Program, serving as Chairman of the Board. He was also a volunteer Suicide Crisis Line Counselor for eight years, and was a member of their Board of Directors.

FAU CONTACTS:

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Terms and Conditions:

A. Content

Client and FAU’s Office of Executive Education have agreed explicitly on content and direction of the program prior to agreement execution.

Should additional programming or changes to scope be discussed Client and FAU’s Office of Executive Education will mutually agree upon content, direction, and applicable fees.

B. Billing

One hundred percent (100%) of the total shall be invoiced at agreement execution. All invoices are payable within forty-five (45) days of the invoice date.

C. Cancellation

Should Client cancel the program less than thirty days prior to commencement of the program, Client will be responsible for covering the costs of administration, instructional time and materials. Customization and integration of Client processes and systems will also be billable at \$150.00/hour pro-rated for the hours completed at time of cancellation.

D. Attendees

For the purposes of historical data tracking and pursuant to the rules and regulations for Continuing Education Unit (CEU) conferral, FAU Executive Education will request that Client provide the following information for each of its attendees in the form of an Excel document:

Name, Physical Address, Email Address, Title

IN WITNESS WHEREOF the parties have caused their duly authorized representatives to execute this Agreement as of the Effective Date _____/____/2016_____.

FAU Libraries

By: _____

Title: _____

Date: _____

Florida Atlantic University, Office of Executive Education

By: _____

Title: _____

Date: _____