

**Florida Gulf Coast University  
Office of the General Counsel**

**PRACTICE AREAS**

**1. ACADEMIC AFFAIRS**

Academic Freedom	Vee Leonard Lisa Jones
Academic Integrity Procedures	David Greenbaum Lisa Jones Vee Leonard
Academic Program Dismissals	Vee Leonard Lisa Jones David Greenbaum
Affiliation & Internship Agreements	David Greenbaum Lisa Jones
Faculty Senate	Vee Leonard
International Exchange Agreements	Lisa Jones
International Programs	Lisa Jones
International Travel	Lisa Jones

**2. DIRECT SUPPORT ORGANIZATIONS (DSOs)**

Agreements	Vee Leonard
Alumni Association	Vee Leonard
Contracts (Purchases/Construction)	David Greenbaum
Policies & Governance	Vee Leonard

**3. DISPUTES AND POTENTIAL AND ACTUAL LITIGATION**

Insurance & Indemnification	Vee Leonard
Personal Injury & Property Damage	Vee Leonard
Risk Management	Vee Leonard
Subpoenas (FGCU, as a party)	Vee Leonard
Workers Compensation	Vee Leonard Lisa Jones

#### 4. FACILITIES, FINANCE, PROCUREMENT, & BUSINESS

Audits	Vee Leonard
Construction Matters	David Greenbaum
Emergency Management	David Greenbaum Vee Leonard
Environmental Health & Safety Matters	David Greenbaum
Finance & Administration	Vee Leonard
License/Use Agreements	David Greenbaum
Procurement Contracts	David Greenbaum

#### 5. EMPLOYMENT-RELATED MATTERS

Athletics Contracts	David Greenbaum
Background Checks	Lisa Jones
Collective Bargaining/Union	Vee Leonard
Departmental Policies	Lisa Jones Vee Leonard David Greenbaum
Disability and Accommodations	Lisa Jones Vee Leonard
Discrimination and Harassment Matters	Lisa Jones Vee Leonard
Dual Employment	Lisa Jones
Employment Contracts	Vee Leonard
Faculty Personnel Matters	Vee Leonard
Immigration, Visas, and Sponsorship	Lisa Jones
Independent Contractors	Vee Leonard
Search Process (Recruitment)	Lisa Jones Vee Leonard David Greenbaum
Staff & Personnel Matters	Lisa Jones Vee Leonard
Title IX	Lisa Jones Vee Leonard

## 6. GOVERNANCE & POLICY

Board of Trustees (BOT)	Vee Leonard
Compliance	Vee Leonard
Faculty Senate	Vee Leonard
Governance	Vee Leonard
University Regulations & Policies	Vee Leonard Lisa Jones David Greenbaum

## 7. INTELLECTUAL PROPERTY & PROPRIETARY INTERESTS

Copyright/Trademark	David Greenbaum
Export Control	Lisa Jones
Information Technology Services	David Greenbaum
Patents	Lisa Jones
Website Accessibility	David Greenbaum

## 8. RESEARCH

Conflicts of Interest (Research)	Lisa Jones
International Programs	Lisa Jones
Misconduct in Research	Lisa Jones
Sponsored Research/Grants/Contracts	Lisa Jones
Technology Transfer	Lisa Jones

## 9. STUDENT SUCCESS AND ENROLLMENT MANAGEMENT

Admissions & Enrollment	David Greenbaum
Behavioral Consultation & Assessment Team (BCAT)	Lisa Jones
Emotional Support Animals	David Greenbaum Lisa Jones
Financial Aid	Vee Leonard
Residency Determinations	Lisa Jones
Student Conduct	Lisa Jones David Greenbaum Vee Leonard

## 9. STUDENT SUCCESS AND ENROLLMENT MANAGEMENT

Student Government	David Greenbaum
Student Records & FERPA Issues	David Greenbaum Lisa Jones Vee Leonard
Study Abroad	Lisa Jones
Title IX	Vee Leonard Lisa Jones
Tuition & Fees	Vee Leonard

## 10. UNIVERSITY-WIDE/GENERAL

Alumni Relations	Vee Leonard
Bankruptcies	David Greenbaum
Clery Act	Lisa Jones
Communications	Vee Leonard
Ethics & Conflict of Interest	Vee Leonard
Free Speech/First Amendment	Lisa Jones David Greenbaum
General Data Protection Regulation (GDPR)	Lisa Jones
HIPAA	Lisa Jones
Interlocal Agreements	Vee Leonard
Open Meetings (Operating in the Sunshine)	Vee Leonard Lisa Jones David Greenbaum
Police & Law Enforcement Issues	Lisa Jones
Political Activity	David Greenbaum
Threat Assessment Team (TAT)	Lisa Jones
Waiver of Liability	David Greenbaum

## 11. LEGAL ADMINISTRATION

Delegations of Authority	Todd Caraway, Executive Assistant
Garnishments	Sandy Zablackas, Legal Assistant
Public Records Requests	Sandy Zablackas, Legal Assistant
Third Party Subpoenas (FGCU, not a party)	Sandy Zablackas, Legal Assistant
University Regulations & Policies Development Procedures	Todd Caraway, Executive Assistant

**For any subject matter not specifically identified, please contact  
M. Todd Caraway, Executive Assistant, for assistance.**