

OFFICE OF THE GENERAL COUNSEL

News You Can Use

Welcome to the Office of the General Counsel's June 2020 Newsletter!

In this issue, you'll find useful information regarding an Act passed by the federal government to expand the scope of the Family and Medical Leave Act to assist families with emergency sick leave related to COVID-19. Also in this issue is information regarding contracting with international higher education institutions and businesses.

We hope you enjoy this latest issue. Stay safe!

Your feedback is important to us. Please contact our office with any comments or questions at gco@fgcu.edu.

An overview of the Families First Coronavirus Response Act (FFCRA)

Lisa Jones, Associate General Counsel

The federal government passed an Act making emergency supplemental appropriations for the fiscal year ending September 30, 2020, to assist families with emergency sick leave and expanding the scope of the Family and Medical Leave Act to include specific reasons for leave related to COVID-19.

[Read Full Article](#)

The University and its contracts with foreign higher education institutions and businesses

David Greenbaum, Associate General Counsel

The University is increasing its efforts to partner with international entities and institutions to benefit student experiences. Note, though, the University has long had relationships with foreign academic institutions and has regularly bought goods and services from businesses and other entities based in foreign countries. The terms of these partnership agreements, as well as procurement contracts, will reflect very different bases of law, language, and culture

between the parties.

[Read Full Article](#)

GCO Updates

As mentioned in the previous issue of the newsletter, the Office of the General Counsel has a new process for reviewing contracts, agreements, and legal questions.

For Procurement contracts, please continue to send your contracts to Procurement, and they will send to GCO as they usually do.

Please send your items by submitting a Legal Review Form to legalreview@fgcu.edu.



[Visit our Forms & Waivers Page](#)

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Translation Services

Did you know the Office of the General Counsel offers professional translation services? Do you need University documents translated to Spanish, or do you need an English version of a Spanish document? If so, you may submit your request to legalreview@fgcu.edu.

When submitting your request, you must complete the legal services form, found on our [webpage](#), and submit it with any additional documents/information needed for our translator, Katherine Hernandez Navarro. Katherine holds a Bachelor's and a Master's Degree in Translation and Interpreting and has professional experience in translation and applied languages.

If you have questions before submitting a translation request, you may reach Katherine at (239) 590-7036.

FAQs



Question: It was brought to our attention of a change for notaries regarding the notary block. What should I do differently?

Answered by: Vee Leonard, Vice President and General Counsel

Effective January 1, 2020, "[a]ny requiring notarization may be notarized

electronically." Section 117.021, Florida Statutes. This process, known as remote online notarization (RON), is where a signer and notary public use audio and video communication to notarize a signer's electronic signature on an electronic document. The notary and the signer no longer have to be in each other's actual physical presence. www.legalteamforlife.com

However, you are not required to conduct remote online notarization in order to notarize documents. You may notarize documents as you have done previously, but the notary block must be consistent with the change in the law.

[Read Full Article and View Form Samples](#)

Resource Reminder

The Office of General Counsel's website offers helpful information and resources designed to provide easy access to policies and legal requirements applicable to University operations.

Be sure to check out our recently updated Policies and Regulations at fgcu.edu/generalcounsel



The Office of the General Counsel (GCO) represents Florida Gulf Coast University Board of Trustees and provides legal services to the University, the Florida Gulf Coast University Foundation, Inc., and the Florida Gulf Coast University Financing Corporation.

