

**FLORIDA POLYTECHNIC UNIVERSITY
BOARD OF TRUSTEES
ACADEMIC AND STUDENT AFFAIRS COMMITTEE
MEETING MINUTES
Florida Polytechnic University
Admissions Center
4700 Research Way
Lakeland, FL 33805
March 16, 2016 at 10:15 AM**

I. Call to Order and Roll Call

Chair Sandra Featherman called the Academic and Student Affairs Committee meeting to order at 10:02 a.m.

Maggie Mariucci called the roll: Chair Sandra Featherman, Trustee Dick Hallion, Trustee Christina Drake, and Trustee Veronica Perez-Herrera were present (Quorum).

Other trustees present: Trustee Mark Bostick, Trustee Frank Martin, Trustee Bob Stork and Trustee Don Wilson were present.

Staff present: President Randy Avent, Gina DeJulio, Tom Hull, Maggie Mariucci, Rick Maxey, Mark Mroczkowski, Dr. Elhami Nasr, and Scott Rhodes were present.

II. Public Comment

There were no requests received for public comment.

III. Approval of Minutes

Trustee Dick Hallion made a motion to approve the minutes of the Academic and Student Affairs Committee of December 2, 2015. Trustee Veronica Perez-Herrera seconded the motion; a vote was taken, and the motion passed unanimously.

IV. Approval of Policies

Gina DeJulio presented the following policies for approval:

A. FPU-5.0096AP – Graduate Degree Graduation Requirements

Trustee Christina Drake made a motion to approve policy FPU-5.0096AP – Graduate Degree Graduation Requirements. Trustee Dick Hallion seconded the motion; a vote was taken, and the motion passed unanimously.

B. FPU-5.0094AP – Bachelor Degree Graduation Requirements

Trustee Sandra Featherman inquired why students are required to complete 9 or more credit hours during the summer. Dr. Elhami Nasr indicated this is a state requirement. Gina DeJulio, General Counsel, stated students may request a waiver of this requirement.

Trustee Dick Hallion made a motion to approve policy FPU-5.0094AP – Bachelor Degree Graduation Requirements. Trustee Christina Drake seconded the motion; a vote was taken, and the motion passed unanimously.

V. Spring 2016 Census Enrollment

Kevin Calkins provided a report on the University's Spring 2016 Census stating this is a benchmark used to report to the state and federal government. There are currently 911 students enrolled (865 continuing and 46 new). This represents a persistence rate of 93% from fall to spring.

The University's most popular majors are Computer Science and Information Technology (39%), Mechanical and Industrial Engineering (23%), and Computer Engineering (16%). The student demographics are:

- 94% full-time
- Average credit load 13.6 hours (UG: 13.9, GR: 6.8)
- Student to faculty ratio: 18:1
- Average class size: 23
- White (66%) male (86%)
- 3.98 High school GPA
- SAT average: 1677, ACT average: 26

President Randy Avent reported the first annual Women in STEM event occurred March 14, 2016. There were 250 paid attendees. This was a Lunch and Lab event with guest speaker Dr. Pamela McCauley and was very well received.

President Avent stated an environmental consultant recently completed a survey which indicated the majors most attractive to women, and noted as the University obtains accreditation, the majors being offered will be looked at in order to attract more women.

VI. Admissions Update

Scott Rhodes provided the Board with an admissions update. He supplied the following statistics as of 3/16/16:

- College Fairs – 179
 - High School Visits – 489
 - Campus Visitors – 7340 total visitors; 89 groups
 - Poly Connects – 10
 - Poly Start-ups – 4
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- Total Undergraduate Applications – 1549 (-0.38% from Fall 2015)

- Total Undergraduate Admits – 1090 (+40% from Fall 2015)
- Total Undergraduate Deposits – 326 (+15% from Fall 2015)
- Total Graduate Applications – 99
- Total Graduate Admits – 3
- Total Graduate Deposits – 1

Scott noted the University is being very selective with graduate student selection which is reflected in the number of admissions/deposits.

Trustee Bob Stork requested the figures for visitors this year over last year. Scott will provide this information at a future meeting.

Trustee Frank Martin asked about the size of the groups visiting the campus. Scott noted the groups are as large as 150 and at times there are as many as four groups visiting per day. Scott stated Admissions is reaching out to groups; however, groups are reaching out to the University as well. Trustee Martin questioned if these groups are from the University region. Scott reported the visitors are from all over the state of Florida. President Avent stated the counties of Hillsborough, Pinellas, Broward, Dade and Polk continue to bring in the most visitors.

Trustee Martin asked whether outreach to prep schools is occurring. Scott noted Admissions has visited all of the prep schools and interest in Florida Polytechnic has been growing. However, it was noted many students attending prep schools elect to go to Ivy League schools.

VII. Provost's Office Update

Dr. Elhami Nasr thanked Scott Rhodes and his Admissions team for the good quality of students enrolled.

Dr. Nasr stated this year the University provided the schedule of courses offered to our students much earlier than in the past. Additionally, the Provost's Office has worked more closely with faculty in development of the schedule, paying close attention to the sequence of courses offered.

Dr. Nasr reported that in the upcoming fall semester, 102 courses are being offered (257 sections) in order to accommodate the students. Additionally, 40 courses are being offered during the summer semester. Dr. Nasr indicated that a review of the retention figures along with incorporating the requests of students (providing additional course sections) has made a significant difference in retention, which is at 76%.

Trustee Sandra Featherman expressed approval of the efforts being taken to schedule the necessary sequence of courses in order for students to graduate on time.

Dr. Nasr thanked Kathryn Miller and the Academic Success Center for their work with students. Over 300 tutoring sessions occurred during the spring semester, these included one-on-one as well as group sessions.

It was also noted by Dr. Nasr the University is moving forward with several internships. An Internship Fair was held on February 23, 2016; 13 companies came to the University and 157 students attended the fair.

Dr. Nasr reported Town Hall Meetings for students have taken place in coordination with the Student Government Association to provide a venue for students to express their points of view and voice possible concerns.

Dr. Nasr also reported that our students are involved in National Student Succession, which allows the University to see how our students compare nationally. Trustee Sandra Featherman requested the Board be provided a comparison report at a later meeting.

Dr. Nasr reported to date there are 63 faculty: 39 full-time, 24 adjunct (62% FT, 38% adjunct). All graduate courses are taught by full-time faculty. There will be six new faculty for fall. Many interviews have taken place in order to ensure the hiring of quality faculty.

Dr. Nasr stated as of July 2015, there have been eight research grant proposals submitted totaling approximately \$1M. Five proposals were awarded to Florida Poly for a total of approximately \$300,000. Trustee Sandra Featherman asked the source of this proposal funding. Dr. Nasr indicated he will provide a spreadsheet containing proposal funding source details.

Dr. Nasr also noted the University is actively working to develop international exchange programs. Recently, a Memorandum of Understanding was signed with UNIFEBE of Brazil. Additionally, Dr. Nasr and Scott Rhodes are working closely on a potential student exchange program in Morocco.

Also, the MERIT (Medical Engineering and Robotics Innovation for Tomorrow) Program is continuing on an annual basis to provide additional opportunities for students.

Dr. Nasr reported individuals and companies from the community are contacting the University on a regular basis desiring to partner with us, provide projects, etc.

Also, Dr. Nasr stated work is being done on articulation agreements with state colleges (Miami Dade College and Palm Beach Atlantic University). A faculty member has been assigned as the lead liaison.

Dr. Nasr noted the University is making certain the courses offered match ABET requirements for accreditation.

Dr. Nasr also reported a great job is being done by both the Environmental Health & Safety Department and Campus Police. Additionally, Dr. Nasr thanked the Academic Affairs and Student Affairs staff for a job well done.

Trustee Bob Stork inquired how many internships were available to students last year and how many there will be for the up-coming year. Dr. Nasr stated that taking part in an internship is a graduation requirement. Currently, nine students are enrolled for internships. There are both internal and external internships. The University is anticipating a larger demand for internships in the up-coming summer and fall semesters, therefore, there is a need to build relationships in this area.

Trustee Bob Stork also requested a comparative study indicating where the University was last year compared to now. Kevin Calkins indicated such a study has not been done, but could be done. Trustee Stork asked for a comparative study related to faculty as well. The University will be participating in a Noel Levitz study, which is more in tune to student satisfaction, and those results will be provided to the Board. Trustee Sandra Featherman noted as this will be the first

Noel Levitz study for the university, the initial comparison will be nationally; however, areas of need can be addressed.

Trustee Don Wilson requested the definition of retention vs. persistence. Kevin Calkins stated retention is a fall-to-fall comparison while persistence is fall-to-spring.

Trustee Veronica Perez-Herrera inquired if the University currently offers dual enrollment. Scott Rhodes stated dual enrollment is offered and there was one student involved the first year. Work is being done to expand the dual enrollment program. The University is very close to an agreement with Polk County. Dual enrollment consists of being enrolled in both high school and college simultaneously.

President Randy Avent reported the University is in the early stages of researching the start of a STEM starter school which would be tied directly to Florida Polytechnic.

Trustee Sandra Featherman requested Trustee Perez-Herrera (SGA President) and the faculty express the Board's gratitude to their constituents for their hard work with the students.

With no further business to discuss, the Academic and Student Affairs Committee meeting adjourned at 10:42 a.m.