

## **Academic Enterprise, Research, and Student Success Committee COMMITTEE GUIDANCE**

*(Staff Liaisons: Dr. Brad Thiessen, Vice President and Provost, and Bryan Brooks, Vice President, Student Affairs, Enrollment Management, and Strategic Communications)*

**Purpose/Charter:** The Academic Enterprise, Research, and Student Success Committee is a standing committee of the Board of Trustees with the responsibility to provide strategic input to the vice presidents and president related to curricular and co-curricular educational programs, student life, academic and student support services, faculty employment matters, academic policies and procedures, learning resources, and academic assessment systems.

The Committee shall provide governance oversight on such matters as:

- Institutional Accreditation
- Academic program development, review, accreditation, and discontinuance
- Student admission and performance standards
- Major academic initiatives
- Maintaining an appropriate balance as part of the institution's mission, of teaching, research/scholarship, and service

This responsibility includes, but is not limited to, receiving and reviewing information regarding the academic, enrollment, student affairs, and strategic communications operations of the University and reviewing and, when appropriate, recommending to the Board for its approval:

- Annual Textbook and Instructional Materials Affordability Report
- Review of fees as appropriate or required
- Consideration of tuition and fee waiver authority
- University Accountability reports

### **I. Composition:**

- The Committee will consist of no less than three members of the Board of Trustees, including the faculty trustee and the student trustee
- The Provost/Vice President for Academic Affairs and the Vice President, Student Affairs, Enrollment Management, and Strategic Communications will serve as staff and liaisons to the Committee
- The Academic Enterprise, Research, and Student Success Committee Chair and members are appointed and removed by the Chair of the Board of Trustees
- Per the Board of Trustees Bylaws, the Chair of the Academic Enterprise, Research, and Student Success Committee is the Committee's representative on the Board of Trustees' Executive Committee

## II. Meetings:

- The Academic Enterprise, Research, and Student Success will meet at least four (4) times annually. The Committee may schedule additional meetings if needed
- Florida law requires meetings to be open to the public
- A majority of Academic Enterprise, Research, and Student Success Committee members present at a committee meeting constitutes quorum for purposes of committee business
- The Committee will maintain written minutes of its meetings, and the Committee Chair will approve each meeting's agenda
- The Committee may invite members of the administration, faculty, or others to attend meetings and provide pertinent information
- The Committee may request special presentations or reports that may enhance members' understanding of their responsibilities

## III. Responsibilities & Duties: To fulfill its oversight role, the Academic Enterprise, Research, and Student Success Committee will:

- Regularly review pertinent data and other information to monitor academic programs to ensure that they reflect the University's mission, priorities, and strategies
- Ensure that the University's strategic plan is built upon a comprehensive academic plan
- Review academic policies and propose new or revised policies, as appropriate, to the full Board
- Monitor the University's strategies in enrollment management
- Review significant findings and recommendations received from the University's primary accrediting agency and specialized accrediting agencies and ensure that any recommendations and requirements are addressed appropriately within designated timeframes
- Review University data and peer institution data regarding educational status, performance, quality, and value, and ensure that academic Key Performance Indicators are appropriately set and met
- Maintain appropriate flexibility to address changing conditions and provide reasonable assurances to the Board that the academic programs, quality of faculty, and academic policies are appropriate and in compliance with state and federal requirements
- Review the Committee charter at least every two (2) years and discuss any required changes with the Board