



Academic & Student Affairs Committee Meeting Minutes

DRAFT MEETING MINUTES

May 29, 2024
1:30 PM – 3:00 PM

Florida Polytechnic University VIRTUAL VIA MICROSOFT TEAMS

I. Call to Order

Committee Chair Sidney Theis called the Academic and Student Affairs Committee meeting to order at 1:30 p.m. He welcomed the new faculty trustee Dr. Brad Towle, and new student trustee Christos "Taki" Tsetsekas to the Committee.

II. Roll Call

Kristen Wharton called the roll: Committee Chair Sidney Theis, Trustee Christos Tsetsekas, Trustee Brad Towle, and Trustee Dorian Abbot, and Trustee Lyn Stanfield were present (Quorum)

Committee members not present: N/A

Other Trustees Present: Trustee Ilya Shapiro

Staff Present: President Randy Avent, Provost Terry Parker, Dr. Allen Bottorff, David Fugett, Kathy Bowman, David Blanton, Mike Dieckmann, Kristen Wharton, Melaine Schmiz, Dr. Kathryn Miller, and Kevin Calkins

III. Public Comment

There were no requests received for public comment.

IV. Approval of the April 25, 2024, Minutes

Trustee Brad Towle motioned to approve the Academic and Student Affairs Committee meeting minutes of April 25, 2024. Trustee Lyn Stanfield seconded the motion; a vote was taken, and the motion passed unanimously.

V. 2022-2024 Academic and Student Affairs Committee Work Plan Review

Committee Chair Theis reviewed the Academic and Student Affairs Committee Work Plan. There was no discussion on this item.

VI. Provost's Report

A. Revisions to the 2024 Florida Polytechnic University Accountability Plan

Provost Terry Parker reviewed the sections of the Accountability Plan which the Board of Governors asked the University to revise. Revisions requested were goals in three

Performance-Based Funding metrics (metric 5, 9a, and 9b) and two Key Performance Indicators (KPI 5 and 7).

Trustee Dorian Abbot inquired why the University's graduation rates are fairly good but the academic progress rates are not good. Provost Parker responded that the graduation rates show that those who do progress are succeeding. He stated that further support of student success is necessary to secure stable Performance Based Funding (PBF) scores. Trustee Abbot asked to see the data on progression and graduation rates plotted in a graph and shown in subsequent meetings.

Provost Parker described the math placement exam as a tool for placing incoming students into the appropriate math class. Trustee Abbot asked what the alternative is to placing a student in Calculus 1. Provost Parker responded Pre-Calculus, or for high-performing students, Calculus II. He reviewed a math placement decisions tree with trustees, the plan for improving Academic Progression Rates, and changes to other metrics. Trustee Abbot asked what the anticipated growth rate of the student body is over the next five years. Provost Parker stated in fall 2024 he anticipates a 20% growth, then flat in the incoming class size for the next three years, and growth in the incoming class size at year five if another residence hall is built. President Randy Avent added that quality is more important than quantity of students.

Trustee Brad Towle made a motion to recommend approval of the Revised 2024 Accountability Plan to the Board of Trustees. Trustee Lyn Stanfield seconded the motion; a vote was taken, and the motion passed unanimously.

B. Review and Approve General Education Course Requirements

Provost Parker explained the state requirements for General Education (GenEd) courses, which is 36 credit hours out of a 120-credit hour maximum. At Florida Poly, degrees are built using GenEd as part of the overall degree requirements and many include 12 credit hours of GenEd science and 12 credit hours of math. Extensive work was completed to verify that course descriptions and student learning outcomes are consistent with the state system requirements.

Trustee Lyn Stanfield made a motion to recommend approval of the official General Education Course List, and the certification that indicates the University has reviewed course descriptions and course learning outcomes for consistency with statewide standards. Trustee Brad Towle seconded the motion; a vote was taken, and the motion passed unanimously.

C. Revisions to Faculty Handbook: Labor Categories and Committee Structure

Provost Parker stated that the major changes to the Faculty Handbook for 2024-2025 are contained in Section 4.2, "Faculty Rank and Qualifications," and Appendix A, "University Committees."

In Section 4.2, "Faculty Ranks and Qualifications," the significant changes include the addition of the new faculty ranks *Distinguished Instructor* and *Professor of Practice* and the adding to the list of ranks *Emeritus Designation*. In Appendix A, some changes were made in committee membership as well as alterations in reporting, and the addition of duties and responsibilities of the respective committees. There are also some committees which were renamed for greater accuracy, and there are several new committees, including the Financial Aid Policy Committee and the Leadership Council.

Trustee Towle inquired if Emeritus is a part-time position. Provost Parker explained that it is an honorary title added to a faculty member's highest rank at the time of departure,

and who has served at the institution a minimum of seven years. There is no compensation, however, it does include the use of the person's university email account and access to the digital library for the lifetime of the honoree.

Trustee Brad Towle made a motion to recommend to the Board of Trustees approval of changes in the faculty handbook which are significant updates to the following sections: Section 4.2 Faculty Ranks and Qualifications, and, Appendix A, University Committees. Trustee Dorian Abbot seconded the motion; a vote was taken, and the motion passed unanimously.

Provost Parker completed his report by covering accreditation activity, new degrees for consideration (including four Bachelors of Science degrees and a Master of Science degree), and 18 new faculty hires. Trustee Abbot generated discussion on the five proposed degrees and the benefits and drawbacks of several of them.

Provost Parker also reviewed admissions statistics, including strengths and concerns. The National Declaration Day has been extended to June 1 due to the issues with FAFSA. He reviewed current data on admits as compared to fall 2022 and 2023.

VI. Closing Remarks and Adjournment

With no further business to discuss the meeting adjourned at 2:39 p.m.

Respectfully submitted:
Kristen J. Wharton
Corporate Secretary