Wednesday, May 29, 2024
1:30 PM – 3:00 PM

Florida Polytechnic University
Virtual via Microsoft Teams

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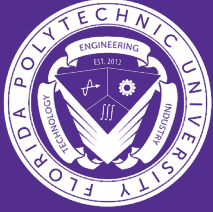
MEMBERS

Dr. Sidney Theis, Chair	Dr. Dorian Abbot	Dr. Bradford Towle
Lyn Stanfield	Christos Tsetsekas	

AGENDA

I.	Call to Order	Dr. Sidney Theis, Chair
II.	Roll Call	Kristen Wharton
III.	Public Comment	Dr. Sidney Theis, Chair
IV.	Approval of the April 25, 2024, Minutes *Action Required*	Dr. Sidney Theis, Chair
V.	Committee Work Plan Review	Dr. Sidney Theis, Chair
VI.	Provost's Report	Dr. Terry Parker EVP & Provost

    A. Revisions to the 2024 Florida Polytechnic University Accountability Plan *Action Required*

    B. Review and Approve General Education Course Requirements *Action Required*

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

VII.	Closing Remarks and Adjournment	Dr. Sidney Theis, Chair

DRAFT MEETING MINUTES

April 25, 2024
3:15 PM – 4:15 PM

Florida Polytechnic University
VIRTUAL VIA MICROSOFT TEAMS

I. <u>Call to Order</u>

Committee Chair Sidney Theis called the Academic and Student Affairs Committee meeting to order at 3:09 p.m.

II. <u>Roll Call</u>

Kristen Wharton called the roll: Committee Chair Sidney Theis, Trustee Melia Rodriguez, Trustee Ajeet Kaushik, and Trustee Dorian Abbot, and Trustee Lyn Stanfield were present (Quorum)

Committee members not present: N/A

Other Trustees Present: Board Chair Cliff Otto, Board Vice Chair Beth Kigel, Trustee Jesse Panuccio, 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, Dr. Marc Manganaro, and Kevin Calkins

III. <u>Public Comment</u>

There were no requests received for public comment.

IV. <u>Approval of the February 7, 2024, Minutes</u>

Trustee Melia Rodriguez motioned to approve the Academic and Student Affairs Committee meeting minutes of February 7, 2024. Trustee Lyn Stanfield seconded the motion; a vote was taken, and the motion passed unanimously.

V. <u>2024 Florida Polytechnic University Accountability Plan</u>

Provost Terry Parker provided an overview of the annual University Accountability Plan for 2024. He reviewed the Performance Based Funding (PBF) forecast where Florida Poly met or exceeded goals for 9 of 12 measures and attained an "excellence" point score of 70 and an overall score of 74.

Provost Parker reviewed the graduation rate improvement plan by stating that the graduation rate forecast for the 2020-2024 class is low at ~37%, largely due to the fact that this class entered during Covid. However, he stated that the forecast for 2021-2025 is strong and he has raised the goals for this year and beyond from 45% to 49%.

Trustee Ilya Shapiro asked how much of the ~37% falls off after the first year, second year, etc., that is, how does the attrition rate slide. Provost Parker responded that the strongest attrition occurs between the freshman to sophomore years and tapers off over subsequent years.

Trustee Dorian Abbot asked if this percentage rate is part of the point system and what number gets points for the University. Provost Parker explained that points start to accrue at the 41% mark with a scale that linearizes out to 60% which equals 10 points. Trustee Abbot then asked if Provost Parker and President Avent have thought about what the right rate is. President Avent responded that 49% for an engineering school is a good rate.

Provost Parker continued by reviewing key achievements attained this year with students, faculty, programs, and the institution overall. He also covered the enrollment management strategy that includes enhancements to the Summer Start program which has been successful in student outcomes. This program will expand in size and will move to a hybrid model where students start the program virtually then finish in person. Parker also intends to foster student success and retention by focusing on math placement for FTIC students.

Trustee Lyn Stanfield asked if the University provides a bridge for students who might need more assistance so that they are set up for success in their fall and spring semesters. Parker responded that 80% of students in Summer Start are at the pre-calculus level so the intent is to place them in the correct level of math for their freshman year so they can be successful.

Provost Parker reviewed notable changes in the ten Performance Based Funding (PBF) metrics, followed by the changes in Key Performance Indicators (KPI) goals. The forecast for fall undergraduate enrollment is 1,796, which will be the largest entering class in our history. In fall 2025, enrollment numbers will remain the same as tight housing is forecast.

Trustee Melia Rodriguez made a motion to recommend approval of the University Accountability Plan FY24 to the Board of Trustees. Trustee Lyn Stanfield seconded the motion; a vote was taken, and the motion passed unanimously.

VI.   Closing Remarks and Adjournment

With no further business to discuss the meeting adjourned at 3:50 p.m.

Respectfully submitted:
Kristen J. Wharton
Corporate Secretary

Florida Polytechnic University
Academic and Student Affairs Committee
Board of Trustees
May 29, 2024

<u>**Subject**</u>: **2022-2024 Academic and Student Affairs Committee Work Plan**

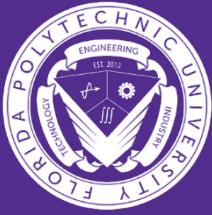**<u>Proposed Committee Action</u>**

Review only. No action required.

<u>Background Information</u>

Provost Terry Parker will review the Committee's 2022-2024 Work Plan.

Supporting Documentation: Academic and Student Affairs Committee Work Plan 2022-2024

Prepared by: Dr. Terry Parker, Provost and Executive Vice President

Committee Work Plan

Academic & Student Affairs Committee Work Plan
2022-2024

SEPTEMBER

- Academic & Student Affairs Committee Charter *(review and approve every two years – due September 2022)*
- Civil Discourse: Review of student orientation programming and student code of conduct *(completed - September 2022)*
- Annual Textbook and Instructional Materials Affordability Report *(review and approve)*
- Renewal of Out of State Fee Waiver *(review and approve as needed)*
- Institutional Accreditation Activity *(review as needed)*
- Admissions and Financial Aid *(review as needed)*
- Student Affairs *(review as needed)*
- Four-year graduation improvement plan *(review as needed)*
- Degree Program Additions and Faculty Hiring *(review as needed)*
- Student and Faculty Demographics *(review as needed)*
- Graduate programs *(review as needed)*
- Technology and Pedagogy *(review as needed)*

NOVEMBER

- Advanced Mobility Institute Annual Report *(review and approve)*
- FIPR Institute Annual Report *(review and approve)*
- FIPR Institute Seven-Year Review *(completed – November 2022)*
- SB266: Review and Approve General Education Course Requirements
- Institutional Accreditation Activity *(review as needed)*
- Admissions and Financial Aid *(review as needed)*
- Student Affairs *(review as needed)*
- Four-year graduation improvement plan *(review as needed)*
- Degree Program Additions and Faculty Hiring *(review as needed)*
- Student and Faculty Demographics *(review as needed)*
- Graduate programs *(review as needed)*
- Technology and Pedagogy *(review as needed)*

FEBRUARY

- CITF Increase, Inc. to Existing Fees or New Fees *(review and approve only if changes are proposed)*
- Academic Calendar (AY+1 and AY+2) *(review and approve)*
- Institutional Accreditation Activity *(review as needed)*
- Admissions and Financial Aid *(review as needed)*
- Student Affairs *(review as needed)*
- Four-year graduation improvement plan *(review as needed)*
- Degree Program Additions and Faculty Hiring *(review as needed)*
- Student and Faculty Demographics *(review as needed)*
- Graduate programs *(review as needed)*
- Technology and Pedagogy *(review as needed)*

APRIL

- University Accountability Report *(review and approve)*

JUNE

- Institutional Accreditation Activity *(review as needed)*
- Admissions and Financial Aid *(review as needed)*
- Student Affairs (review as needed)
- Four-year graduation improvement plan *(review as needed)*
- Degree Program Additions and Faculty Hiring *(review as needed)*
- Student and Faculty Demographics *(review as needed)*
- Graduate programs *(review as needed)*
- Technology and Pedagogy *(review as needed)*

Florida Polytechnic University
Academic & Student Affairs Committee
Board of Trustees
May 29, 2024

<u>**Subject**</u>: **Revised 2024 Florida Polytechnic Accountability Plan (BOG Report)**

<u>Proposed Committee Action</u>

Recommend approval of the <u>Revised</u> 2024 Accountability Plan to the Board of Trustees.

<u>Background Information</u>

Since our April meeting, the Board of Governors requested further information related to future goals of three Performance-Based Funding metrics (metric 5, 9a, and 9b) and two Key Performance Indicators (KPI 5 and 7). These goals have been carefully reconsidered, revised as appropriate, and require BOT approval.

One of these metrics (PBF 9B1 – Pell Recipient Second Fall Retention Rate) will change next year to what other state universities utilize (PBF 9B FTIC Pell Recipient Six-Year Graduation Rate). Pell was not available to our students until 2017. Therefore, associating Pell with six-year graduation rate and having two years of data for funding purposes allows us to use this new metric starting in 2025. The format for the plan mixed the heading and numbers; this has been corrected to show the metric that will be used this year. The revised Accountability Plan provides the 9B1 FTIC Pell through 2022-23, actual and approved goals. The Performance-Based Funding Goal Adjustment narrative within the report was changed to reflect these goal adjustments.

Our Accountability Plan, pursuant to the Board of Governors Regulation 2.002, requires BOT approval prior to its re-submission to the BOG.

Supporting Documentation:
1. Summary of goal changes for the Florida Poly 2024 Accountability Plan
2. Revised 2024 Accountability Plan

Prepared by: Terry Parker, Provost and Executive Vice President; Kevin Calkins, Director Institutional Research

Summary of Goal Changes for the Florida Polytechnic University 2024 Accountability Plan

Changed items are in Yellow, deletions are shown as strike through. Each metric has a short explanation metric through it.

Performance based Funding metrics

5. Academic Progress Rate [Second Fall Retention Rate with at Least a 2.0 GPA for Full-time FTIC students]

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
ACTUAL	65.4	76.6	64.2	75.3	73.6	.	.	.	.	.
APPROVED GOALS	76.0	77.0	66.0	75.0	82.0	83.0	83.0	83.0	83.0	.
PROPOSED GOALS	.	.	.	.	.	73	~~77~~83	~~80~~3	83	83

Comment: The "73" for 2023-24 goal is accurate, we are attempting to move this number to be higher, but 73 is certainly in the range of the final result based on student behavior that we see right now. For 2024-25 and beyond, as requested we are moving back to the "stretch-goal" of 83% and are putting in programs to attempt to achieve this stretch goal.

9a. BOG Choice: FCS AA Transfer Three-Year Graduation Rate [Full- and part-time students]

	2016-19	2017-20	2018-21	2019-22	2020-23	2021-24	2022-25	2023-26	2024-27	2025-28
ACTUAL	21.7	30.9	31.0	27.8	25.0	.	.	.	.	.
APPROVED GOALS	.	16.0	18.0	25.0	30.0	30.0	30.0	30.0	30.0	.
PROPOSED GOALS	.	.	.	.	.	24	~~25~~30	~~26~~30	~~27~~30	~~28~~30

Note: House Bill 2524 passed during the 2022 Florida Legislative session changed this metric from a two-year graduation rate to a three-year graduation rate.

Comment: The "24" as a goal for 2021-24 is accurate. For 2022-25 and beyond, we are moving back to the goal of 30%. For 2022-25 as long as current students stay on track and persist, this is doable.

9b. BOG Choice: FTIC Pell Recipient Six-Year Graduation Rate [Full- and part-time students]

	2013-19 2018-19	2014-20 2019-20	2015-21 2020-21	2016-22 2021-22	2017-23 2022-23	2018-24 2023-24	2019-25 2024-25	2020-26 2025-26	2021-27 2026-27	2022-28 2027-28
ACTUAL	67.7	87.8	66.0	74.5	79.4	.	.	.	.	.
APPROVED GOALS	.	.	66.0	75.0	80.0	81.0	81.0	81.0	81.0	.
PROPOSED GOALS	.	.	.	.	.	6771	7081	7381	7381	7381

Comment: *The title for this metric that was provided is for the rest of the SUS which uses metric 9b. Pell Six-Year Graduation Rate. The numbers provided were for the metric we will use through this summer which is metric 9b. Pell Recipient Second Fall Retention Rate [Full-time students]. The reason for this difference in metrics is that we do not have two years of data with Pell six year graduation rates.*
The changes above show changes in the title, changes in the years (for instance changing from 2013-19 to 2018-19), and then changes in the proposed goals. Here, we have changed our goals for all years to be two (2) percentage points below the academic progression rate goals for Academic Progression rate as shown for metric 5.

Key Performance Indicators:

5. Six-Year FTIC Graduation Rates [Full-& Part-time students]

	2013-19	2014-20	2015-21	2016-22	2017-23	2018-24	2019-25	2020-26	2021-27	2022-28
ACTUAL	.	50	56	47	53	.	.	.	.	.
APPROVED GOALS	.	51	56	49	56	58	58	59	60	.
PROPOSED GOALS	.	.	.	.	.	55	5558	5559	60	60

Comment: *We have looked at this cohort and the 2018-24 is realistic given the students in the system now. For 2019-25 and 2020-26 we are comfortable raising these goals back to their original level.*

7. Pell Recipient Four-Year Graduation Rate [for Full-Time FTIC]

	2015-19	2016-20	2017-21	2018-22	2019-23	2020-24	2021-25	2022-26	2023-27	2024-28
ACTUAL	.	48	31	35	48	.	.	.	.	.
APPROVED GOALS	.	.	33	34	40	40	40	41	42	.
PROPOSED GOALS	.	.	.	.	.	3837	3947	4047	4147	4247

Comment: *We have looked at this cohort and for 2020-24, we would like to set the goal at the same level as the overall FTIC cohort which is 37%. For the years 2021-25 and beyond, for the FTIC cohort, we are predicting a four-year graduation rate of 49%; noting that nationwide pell many times underperforms the overall cohort, we would like to set this goal at 47% (two percentage points below the overall FTIC cohort goal).*

2024

ACCOUNTABILITY PLAN

FLORIDA

POLYTECHNIC

UNIVERSITY

Approved by UBOT 04-25-2024
Revisions 05-22-2024

Table of Contents

INTRODUCTION

The Accountability Plan is an annual report that is closely aligned with the Board of Governors' 2025 System Strategic Plan. This report enhances the System's commitment to accountability and strategic planning by fostering greater coordination between institutional administrators, University Boards of Trustees and the Board of Governors regarding each institution's direction and priorities as well as performance expectations and outcomes on institutional and System-wide goals.

Once an Accountability Plan is approved by each institution's respective Boards of Trustees, the Board of Governors will review and consider the plan for approval, excluding those sections of the Plan that require additional regulatory or procedural approval pursuant to law or Board regulations.

Beginning with the 2023 Accountability Plans, all universities must comply with Recommendation II of the Board's Civil Discourse Final Report adopted by the Board in January 2022. Recommendation II recommends that "each university's Accountability Plan … include a specific endorsement of the Board's Statement of Free Expression, as well as a clear expectation for open-minded and tolerant civil discourse throughout the campus community." This statement may appear in any of these narrative portions: Mission, Statement of Strategy; or Strengths, Opportunities, and Challenges.

STRATEGY

Mission Statement

Serve students and industry through excellence in education, discovery, and application of engineering and applied sciences.

Statement of Strategy

Florida Poly's strategy continues to be driven by our mission to produce students with quality engineering and applied science degrees that are of high value to Florida and the imperative to grow the student body and therefore our impact on Florida. Our focus on growth with excellence is seeing progress as demonstrated by the fall 2024 enrollment forecast which shows an ~20% increase in student headcount. As we continue to align university growth with excellence, the following areas of focus will be addressed in the coming year.

1. <u>Student Quality and Growth</u>: Ensuring that the right students are brought to campus to maintain quality while focusing on increasing the size of the student body.
2. <u>Faculty Quality and Growth</u>: Emphasizing both the delivery of the curriculum and the student learning outcomes to ensure academic excellence.
3. <u>Academic and Student Services and Programs that Support Excellence:</u> Providing a range of services, from advising to enhancing the residential campus experience, to support student success, foster a strong campus culture and instill a sense of pride in the campus experience.

<u>Student Quality and Growth</u>: Our focus on student quality growth is continuing and is described in the section on enrollment management. At the graduate level we have supported growth in graduate programs with the addition of a 4+1 pathway for Florida poly students to start their graduate program in their senior year.

<u>Faculty Quality and Growth</u>: In addition to continuing to hire faculty aggressively, we have put programs in place to support excellence in instruction. These programs start prior to class start in the fall and extend through both fall and spring semesters. Faculty hiring has produced an increase in the faculty from 69 to 82 from fall 2022 to fall 2023. Our current hiring program is focused on supporting areas critical to freshman success (Mathematics, Chemistry, Physics), new degree programs (Industrial and Civil Engineering), and degree program growth (Computer Science, Electrical and Computer Engineering, and Mechanical Engineering). As the academic mission grows, it will be supported by further campus growth with the construction of the Wendt Engineering building.

<u>Academic and Student Services and Programs that Support Excellence</u>: This effort relies on the residential campus with student services presuming strong and continual on-campus presence by students. There are three elements to this plan that are discussed more fully in the Graduation Rate Improvement plan:

A. Excellence and Achievement in the Freshman Year. Here we continue with a strong focus on the freshman year. For fall 2024, we have reconfigured and will deploy the first course in programing for all students. We will continue with the Freshman Council construct which requires all courses for Freshman to collaborate.
B. Enhanced Degree-plan Advising and Tracking. Advising is critical for all students to assure that they take courses in appropriate order and manage the difficulties associated with constructing a degree program that provides appropriate credit for coursework done elsewhere.
C. Student Culture: Supporting the Whole Student. We continue to support students outside the classroom with access to student support services, academic support services, extracurricular activities, and career development opportunities. The third residence hall will directly support student culture, providing needed access to on-campus living opportunities.

Civil Discourse: The University is committed to ensuring a climate of free expression and civil discourse according to the principles set forth in the State University System Free Expression Statement and the Board of Governor's Civil Discourse Final Report.

STRATEGY (cont.)
Graduation Rate Improvement Plan Update

The University is committed to creating sustained progress toward ever-improving graduation rates. As evidenced in our 2022-2023 Success Plan, Florida Poly has made improvements in freshman year course progression and support, student culture, and enhanced degree-plan advising and tracking. A stated goal of the student success plan was to put the university on a Performance Based Funding foundation where we achieved a minimum of 70 points using excellence points; we have achieved that this year. While the forecast for four-year graduation rate for 2020-24 is disappointing (37%), the forecast for 2021-25 is exceptionally strong with a current outlook to exceed 50%. Noting that this forecast does not account for student attrition, we are confident enough in the forecast to raise our graduation rate goal to 49%. Our student success plan from a prior year established key areas where we have continued to support graduation rate improvements for our students.

As described in the enrollment management section, we have put a poor performing entry path to undergraduate degrees on "pause", are expanding /improving our summer start program, and completely reconfiguring our initial math placement methodology.

Elements from prior years are listed below along with a new effort in student data analysis:

A. Excellence and Achievement in the Freshman Year: Here we continue with a strong focus on the freshman year. For fall 2024, we have reconfigured and will deploy the first course in programing for all students. We will continue with the Freshman Council construct which requires all courses for Freshman to collaborate.

B. Enhanced Degree-plan Advising and Tracking. Advising is critical for all students to assure that they take courses in appropriate order and manage the difficulties associated with constructing a degree program that provides appropriate credit for coursework done elsewhere. We have implemented a cutting-edge advising system that provides point-in-time to degree-completion planning for students. This system is enhancing the efforts of our new student success center.

C. Student Culture: Supporting the Whole Student: We continue to support students outside the classroom with access to student support services, academic support services, extracurricular activities, career development opportunities. The third residence hall will directly support student culture, providing needed access to on-campus living opportunities.

D. Peer Learning Support: Florida Poly supports the whole student with peer learning support for academic subjects with a focus on the freshman year. For the 2023-24 academic year, we have expanded this program to include key sophomore courses and we will continue to expand this program so that robust academic support is provided to students.

E. Data Analysis and student cohort tracking: in the current year we have improved our access to student performance data and are actively using it to inform decisions. This is the basis for the new math placement and the expansion of the summer start program.

STRATEGY (cont.)

Key Achievements for Last Year (Student, Faculty, Program, Institutional)

Students
- A group of seniors within their capstone project helped to improve the respiratory health of pediatric patients by making the use of a basic medical device more fun and engaging in a dynamic video game.
- Andrew Sheha, an electrical engineering major, recently completed the training program of a lifetime. The sophomore traveled to New York City as one of a handful of select participants for the highly competitive and prestigious Jane Street IN FOCUS finance program.
- A team of capstone students developed an innovative autonomous navigation system for a marsupial rover sponsored by the Florida Space Institute to assist in road development on the moon and other planets, specifically focusing on pre-road construction.
- A 30-member team of interdisciplinary students designed and built a solar racecar from scratch. Their goal is to enter their sleek and efficient new vehicle in the annual Formula Sun Grand Prix.

Faculty
- Three professors with advanced research in fields of nanotechnology, rare earth element recovery, and electrical/computer engineering have been named to a prestigious list of the world's top 2% of scientists.
- Dr. Alejandro Rolán, a Fulbright Scholar and professor from the Polytechnic University of Catalonia in Spain, joined Florida Poly for several months to work on innovative research aimed at revolutionizing wind turbine sensor technology.
- For the fifth consecutive year, President Avent was recognized for his exceptional leadership by Florida Trend. He also received the very prestigious Fulbright award, given to only one American scholar to pursue impactful research between the European Union and the U.S.
- Sanna Siddiqui, Assistant Professor of Mechanical Engineering received an NSF Career Award.

Institution
- Florida Poly was ranked as a Top 20 public engineering program without a PhD nationwide by U.S. News and World Report. The University was also ranked the No. 1 public college in the Southeast Region for the third consecutive year.
- Construction began on a third student residential building.
- Florida Poly revealed the modern design and functionality of the new Gary C. Wendt Engineering Building, a 40,000-square-foot academic facility that will begin spring 2024.
- Florida Poly average SAT scores are among are highest in the state. Students accepted to the University have the second-best SAT scores among public universities in the state, according to an analysis of federal data published recently by the Palm Beach Post.
- Florida Polytechnic University graduates begin their careers or graduate studies with the least amount of debt of any university in the state, according to analysis comparing the average debt of college students across Florida.

Programs
- Florida Poly was ranked the No. 1 most affordable cybersecurity bachelor's degree program in the country for 2024 by the online resource Cybersecurity Guide.
- Florida Poly implemented new enhancements to its graduate program aiming to attract the brightest STEM graduate school candidates in the state. The updated program increases the graduate assistantship stipend amount for thesis-track students from $2,400 to $4,000 per semester.
- Florida Poly has grown its relationships with nations around the world through the international Fulbright program since it opened its doors 10 years ago.

STRATEGY (cont.)

Performance-Based Funding Goal Adjustments

PBF 1 (% of B.S. Graduates Enrolled or Employed): Our performance in the past year has been strong and we are raising this goal from 76.5% to 83%.

PBF 2 (Median Wages of B.S. Graduates Employed Full-time): As with PBF 1, our performance has been strong and we are raising our goal from $54,800 to $65,000.

PBF 3 (Average Cost to the Student): We continue to offer a very strong aid package to many students and have adjusted these goals to reflect this reality. There are some residual federal emergency funds in the 2023-24 year, we expect no emergency funds in 2024-25.

PBF 4 (4-year Graduation Rate): For the 2020-24 time-period this was the first fall with COVID, we know that the APR for this time period was approximately 10 percentage points lower than normal. This has propagated through the system and we expect a lower than normal graduation rate of ~37% (and have adjusted the goal from 41% to 37%). However, our forecast for graduation rate for 2021-25 is greater than 50% which we attribute to our advising program. We are cautiously raising our out-year goals from 45% to 49% for all years following the 2020-24 time period, with the hope that we will exceed that goal in 2021-25.

PBF 5 (Academic Progress Rate): This is a difficult metric for the campus because of the math, science and beginning engineering requirements of the freshman year. Our forecast for 2023-24 is that it will be approximately the same as it was for 2022-23 and the adjustment in goal from 83% to 73% reflects this reality. Data analysis over the past multiple months has identified placement into Calculus I as too aggressive with this placement correlating with poor student success. As noted in the enrollment management section, we are completely reconfiguring our math placement system and expect to see a strong gain in 2024-25 based on this change. In addition, we have reconfigured our admissions messaging and outreach to better align students expectations with the curriculum that we offer. The goal adjustments for 2024-25 and beyond remain at their previous "stretch goal' value of 83% with the intent that our process changes will produce the improvement necessary to achieve this goal.

PBF 7. University Access Rate: We have seen a slight decline in the number of Pell students on campus and we have adjusted the rate down from 32.0 to 31.5%.

PBF 9a (FCS AA 3-year grad rate): We are forecasting this rate to be approximately 24% for 2021-24 and we have changed the goal from 30% to 24% to reflect this reality. The goals for 2022-25 and beyond remain at their current value of 30%.

PBF 9b (Pell Recipient Second Fall Retention Rate). Our projections indicate that this rate will be approximately 71% and we have adjusted this goal from 81% to 71% for the 2023-2024 time period. For the out years, we have left the goal at 81%, noting the programs described for PBF 5 should lift the performance on this metric also.

STRATEGY (cont.)
Enrollment Management

Our strategy in enrollment focuses on growth with quality and relies on improvements in two key areas: Admissions and Student Retention.

Admissions:

To support student quality and growth in the student body we have changed leadership in the admissions function, increased and improved marketing to students in high school starting with their freshman year, shifted and aligned our messaging to students to focus on our degrees, improved our website to showcase our degrees, reconfigured our admission evaluation process, and redone nearly all ongoing communication to potential incoming students. This has created a greater than 40% increase in both applications and admitted students. We will continue this effort in the coming year.

For freshmen students there are three entries to the university: summer-start, fall-start, and the coding for data analytics certificate program. Improved analytics this year have led us to the following actions:

- The certificate program is formally paused for the fall semester of 2024. Students in this program have not been progressing through the certificate and then to full degree seeking status at a robust rate with student difficulties in this cohort contributing disproportionately to the "DFW rate" in the courses that they take. This in turn challenges performance across the student body.

- The summer start program includes students with lower admissions metrics, but the overall program (which requires a student to earn a "C" or better in their first course in the summer) has the cohort performing better than their fall counterparts in terms of academic progression rates. We are expanding this program and improving it. The improvement moves from a fully remote summer start to a hybrid program where the students come to campus two weeks before the end of summer session.

- Since the fall of 2021 we have been using student entrance metrics to "place" students in their first semester courses with the intent to produce strong success and degree progression. This produced strong results for the 2021-22 APR (64.2% in the prior year to 75.3%) but the gains have stalled with APR levels in the low to mid 70's in percent at the current time. We have identified the first math class placement as the primary reason for this difficulty and have completely reconfigured our math placement system in response to this difficulty. Our expectation is that the new math placement will foster an improvement in academic progression rates. The math placement produces an initial placement on the basis of student entrance metrics, requires all students to take an entrance math exam when they first arrive to campus, adjusts math placement based on the exam, and then provides the opportunity for students to challenge their placement with a second exam.

Student Retention:

To support students in the past year we have focused on expanding our "peer learning program" into sophomore classes; this program uses students to help students learn the material in their courses as opposed to providing "tutoring" which simply provides homework answers. We have also reconfigured student advising so that students get timely, accurate, and appropriate guidance. With the acquisition of a residence hall, we now offer peer learning in the residence hall; this type of activity will accelerate in the coming year with the opening of our new residence hall. In addition, we have added extracurricular programs in music and two "big-build" competitions (solar car and lunabotics) as a way of supporting student activity on the residential campus. We will continue to expand and add to all of these activities in the coming year.

We are forecasting student body growth in the fall of 2024 of 21% with this growth supported by items noted above as well as a new residence hall.

PERFORMANCE-BASED FUNDING METRICS

1. Percent of Bachelor's Graduates Enrolled or Employed ($40,000+)

	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
ACTUAL	.	.	75.0	75.6	85.3	.	.	.	.	.
APPROVED GOALS	.	.	.	.	76.0	76.5	77.0	77.0	77.5	.
PROPOSED GOALS	.	.	.	.	.	83	83	83	83	83

Note: In November 2022, the Board's Budget and Finance Committee approved a change increase the wage threshold for graduates found employed from $30,000 to $40,000. Due to the change in methodology, outcomes for graduates prior to 2019-20 are not available.

2. Median Wages of Bachelor's Graduates Employed Full-time

	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
ACTUAL	54,800	56,300	54,400	54,800	68,000	.	.	.	.	.
APPROVED GOALS	40,700	45,000	54,000	54,500	54,800	54,800	55,000	55,500	55,500	.
PROPOSED GOALS	.	.	.	.	.	65,000	65,000	65,000	65,000	65,000

PBF Metric #3 Note: Beginning 2020-21, The Coronavirus Aid, Relief, and Economic Security (CARES) Act Higher Education Emergency Relief Fund (HEERF) has provided institutions with gift aid for students that can be used until the 2022-23 academic year. Since these funds are non-recurring, the reporting of the Average Cost to the Student metric in the 2023 Accountability Plan will reflect the Average Cost to the Student with and without HEERF federal emergency grants. The Board of Governors will evaluate year-over-year improvement in 2024.

3.1. Average Cost to the Student [includes federal emergency funds]

	2018-19	2019-20	2020-21*	2021-22*	2022-23*	2023-24	2024-25	2025-26	2026-27	2027-28
ACTUAL	-5,790	-7,540	-12,160	-13,610	-11,110		.	.	.	.
APPROVED GOALS	12,000	2,000	2,000	3,000	-8,000	-7,000	-6,500	-6,000	-5,500	.
PROPOSED GOALS	.	.	.	.	.	-9500	-7000	-6500.	-6000	-5500

3.2. Average Cost to the Student [excludes federal emergency funds]

	2018-19	2019-20	2020-21*	2021-22*	2022-23*	2023-24	2024-25	2025-26	2026-27	2027-28
ACTUAL	-5,790	-7,070	-9,100	-9,370	-9,810		.	.	.	.
APPROVED GOALS	.	.	.	.	-8,000	-7,000	-6,500	-6,000	-5,500	.
PROPOSED GOALS	.	.	.	.	.	-9,000	-7000	-6500	-6000	-5500

PERFORMANCE-BASED FUNDING METRICS (cont.)

4. FTIC Four-Year Graduation Rate [Full-time, First Time in College students]

	2015-19	2016-20	2017-21	2018-22	2019-23	2020-24	2021-25	2022-26	2023-27	2024-28
ACTUAL	39.5	34.3	38.2	41.0	41.2	.	.	.	.	.
APPROVED GOALS	37.0	38.0	41.0	43.0	40.0	41.0	45.0	45.0	45.0	.
PROPOSED GOALS	.	.	.	.	.	37	49	49	49	49

5. Academic Progress Rate [Second Fall Retention Rate with at Least a 2.0 GPA for Full-time FTIC students]

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
ACTUAL	65.4	76.6	64.2	75.3	73.6	.	.	.	.	.
APPROVED GOALS	76.0	77.0	66.0	75.0	82.0	83.0	83.0	83.0	83.0	.
PROPOSED GOALS	.	.	.	.	.	73	83	83	83	83

6. Percentage of Bachelor's Degrees Awarded within Programs of Strategic Emphasis

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25*	2025-26*	2026-27*	2027-28*
ACTUAL	100	100	100	100	100	.	.	.	.	.
APPROVED GOALS	100	100	100	100	100	100	100	100	100	.
PROPOSED GOALS	.	.	.	.	.	100	100	100	100	100

Note: In November 2023, the Board approved a revised Programs of Strategic Emphasis list. The revised list will be implemented for 2024-25 degrees awarded in the 2026 Accountability Plan. Proposed goals for 2024-25 degrees awarded and beyond reflect the revised Programs of Strategic Emphasis list.

7. University Access Rate [Percent of Undergraduates with a Pell grant]

	FALL 2018	FALL 2019	FALL 2020	FALL 2021	FALL 2022	FALL 2023	FALL 2024	FALL 2025	FALL 2026	FALL 2027
ACTUAL	29.5	33.8	33.1	34.9	35.3	.	.	.	.	.
APPROVED GOALS	28.0	32.0	32.0	32.0	32.0	32.0	32.0	32.0	32.0	.
PROPOSED GOALS	.	.	.	.	.	31.5	31.5	31.5	31.5	31.5

PERFORMANCE-BASED FUNDING METRICS (cont.)

8. Percentage of Graduate Degrees Awarded within Programs of Strategic Emphasis

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25*	2025-26*	2026-27*	2027-28*
ACTUAL	.	100	100	100	100	.	.	.	.	.
APPROVED GOALS	.	.	.	.	100	100	100	100	100	.
PROPOSED GOALS	.	.	.	.	.	100	100	100	100	100

Note: In November 2023, the Board approved a revised Programs of Strategic Emphasis list. The revised list will be implemented for 2024-25 degrees awarded in the 2026 Accountability Plan. Proposed goals for 2024-25 degrees awarded and beyond reflect the revised Programs of Strategic Emphasis list.

9a. BOG Choice: FCS AA Transfer Three-Year Graduation Rate [Full- and part-time students]

	2016-19	2017-20	2018-21	2019-22	2020-23	2021-24	2022-25	2023-26	2024-27	2025-28
ACTUAL	21.7	30.9	31.0	27.8	25.0	.	.	.	.	.
APPROVED GOALS	.	16.0	18.0	25.0	30.0	30.0	30.0	30.0	30.0	.
PROPOSED GOALS	.	.	.	.	.	24	30	30	30	30

Note: House Bill 2524 passed during the 2022 Florida Legislative session changed this metric from a two-year graduation rate to a three-year graduation rate.

9b. BOG Choice: Pell Recipient Second Fall Retention Rate [Full-time students]

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
ACTUAL	67.7	87.8	66.0	74.5	79.4	.	.	.	.	.
APPROVED GOALS	.	.	66.0	75.0	80.0	81.0	81.0	81.0	81.0	.
PROPOSED GOALS	.	.	.	.	.	71	81	73	81	81

10. BOT Choice: Percent of Bachelor's Graduates with 2+ Workforce Experiences

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
ACTUAL	73.2	84.6	78.1	98.6	99.5	.	.	.	.	.
APPROVED GOALS	.	75.0	84.0	84.0	96.0	96.0	96.0	96.0	96.0	.
PROPOSED GOALS	.	.	.	.	.	96	96	96	96	*96*

KEY PERFORMANCE INDICATORS

Teaching & Learning (from the 2025 System Strategic Plan not included in PBF section)

1. Public University National Ranking [Number of Top50 Rankings based on BOG's official list of publications]

	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
ACTUAL	0	0	0	0	0	.	.	.	.	.
APPROVED GOALS	0	0	0	0	0	0	0	0	0	.
PROPOSED GOALS	.	.	.	.	.	0	0	0	0	0

Note: The Wall Street Journal/College Pulse "Best U.S. Colleges 2024 (public only)" ranking publication replaces the "Top Public Research University" ranking published by the Center for Measuring University Performance (discontinued).

2. Freshmen in Top 10% of High School Class

	FALL 2019	FALL 2020	FALL 2021	FALL 2022	FALL 2023	FALL 2024	FALL 2025	FALL 2026	FALL 2027	FALL 2028
ACTUAL	25	32	33	31	35	.	.	.	.	.
APPROVED GOALS	22	22	30	32	32	32	32	32	32	.
PROPOSED GOALS	.	.	.	.	.	33	33	33	33	33

3. Time to Degree for FTICs in 120hr programs

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
ACTUAL	3.8	4.0	4.1	3.9	4.1	.	.	.	.	.
APPROVED GOALS	4.7	4.5	4.4	4.1	4.1	4.1	4.1	4.1	4.1	.
PROPOSED GOALS	.	.	.	.	.	4.1	4.1	4.1	4.1	4.1

4. Percent of Baccalaureate Degrees Awarded Without Excess Hours

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
ACTUAL	89	82	82	85	83	.	.	.	.	.
APPROVED GOALS	70	75	80	82	82	85	85	85	85	.
PROPOSED GOALS	.	.	.	.	.	85	85	85	85	85

KEY PERFORMANCE INDICATORS (cont.)

Teaching & Learning (from the 2025 System Strategic Plan not included in PBF section)

5. Six-Year FTIC Graduation Rates [Full-& Part-time students]

	2013-19	2014-20	2015-21	2016-22	2017-23	2018-24	2019-25	2020-26	2021-27	2022-28
ACTUAL	.	50	56	47	53	.	.	.	.	.
APPROVED GOALS	.	51	56	49	56	58	58	59	60	.
PROPOSED GOALS	.	.	.	.	.	*55*	*58*	*59*	*60*	*60*

6. FCS AA Transfer Two-Year Graduation Rate [Full-time students]

	2017-19	2018-20	2019-21	2020-22	2021-23	2022-24	2023-25	2024-26	2025-27	2026-28
ACTUAL	6	4	4	0	0	.	.	.	.	.
APPROVED GOALS	.	.	5	5	5	5	5	5	6	.
PROPOSED GOALS	.	.	.	.	.	*5*	*5*	*5*	*5*	*5*

7. Pell Recipient Four-Year Graduation Rate [for Full-Time FTIC]

	2015-19	2016-20	2017-21	2018-22	2019-23	2020-24	2021-25	2022-26	2023-27	2024-28
ACTUAL	.	48	31	35	48	.	.	.	.	.
APPROVED GOALS	.	.	33	34	40	40	40	41	42	.
PROPOSED GOALS	.	.	.	.	.	*37*	*47*	*47*	*47*	*47*

8. Bachelor's Degrees Awarded [First Majors Only]

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
ACTUAL	239	293	256	217	214	.	.	.	.	.
APPROVED GOALS	250	320	251	250	220	240	320	360	360	.
PROPOSED GOALS	.	.	.	.	.	*250*	*330*	*370*	*380*	*400*

9. Graduate Degrees Awarded [First Majors Only]

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
ACTUAL	8	15	18	34	36	.	.	.	.	.
APPROVED GOALS	14	18	26	32	40	40	45	50	55	.
PROPOSED GOALS	.	.	.	.	.	*40*	*45*	*50*	*55*	*60*

KEY PERFORMANCE INDICATORS (cont.)

Teaching & Learning (from the 2025 System Strategic Plan not included in PBF section)

10. Percentage of Bachelor's Degrees Awarded to African-American & Hispanic Students

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
ACTUAL	22	25	25	27	29	.	.	.	.	.
APPROVED GOALS	25	25	25	28	24	28	28	28	28	.
PROPOSED GOALS	.	.	.	.	.	28	28	28	*28*	28

11. Percentage of Adult (Aged 25+) Undergraduates Enrolled

	FALL 2019	FALL 2020	FALL 2021	FALL 2022	FALL 2023	FALL 2024	FALL 2025	FALL 2026	FALL 2027	FALL 2028
ACTUAL	6	6	6	5	5	.	.	.	.	.
APPROVED GOALS	7	7	7	7	6	6	6	7	7	.
PROPOSED GOALS	.	.	.	.	.	6	6	7	7	5

12. Percent of Bachelor's Degrees in STEM & Health

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
ACTUAL	100	100	100	100	100	.	.	.	.	.
APPROVED GOALS	100	100	100	100	100	100	100	100	100	.
PROPOSED GOALS	.	.	.	.	.	100	100	100	100	100

13. Percent of Graduate Degrees in STEM & Health

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
ACTUAL	100	100	100	100	100	.	.	.	.	.
APPROVED GOALS	100	100	100	100	100	100	100	100	100	.
PROPOSED GOALS	.	.	.	.	.	100	100	100	100	100

KEY PERFORMANCE INDICATORS (cont.)
Scholarship, Research & Innovation Metrics

15. National Academy Memberships

	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
ACTUAL	0	0	0	0	0	.	.	.	.	.
APPROVED GOALS	0	0	0	0	0	0	0	0	0	.
PROPOSED GOALS	.	.	.	.	.	0	0	0	0	0

16. Percent of Undergraduates Engaged in Research

	SPRING 2019	SPRING 2020	SPRING 2021	SPRING 2022	SPRING 2023	SPRING 2024	SPRING 2025	SPRING 2026	SPRING 2027	SPRING 2028
ACTUAL	.	50	18	23	37	.	.	.	.	.
APPROVED GOALS	.	.	.	25	25	26	27	27	28	.
PROPOSED GOALS	.	.	.	.	.	30	30	30	30	30

17. Total Research Expenditures ($Thousands)

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
ACTUAL	2,006	1,091	1,269	1,725	2,260	.	.	.	.	.
APPROVED GOALS	1,300	751	1,013	1,300	1,900	1,900	2,100	2,150	2,200	.
PROPOSED GOALS	.	.	.	.	.	1,900	2,100	2,150	2,200	2,700

18. Research Expenditures from External Sources ($Thousands)

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
ACTUAL	348	323	572	993	1,396	.	.	.	.	.
APPROVED GOALS	.	304	483	725	900	1000	1,200	1,200	1,250	.
PROPOSED GOALS	.	.	.	.	.	1,200	1,300	1,300	1,400	1,500

KEY PERFORMANCE INDICATORS (cont.)
Scholarship, Research & Innovation Metrics

19. Utility Patents Awarded

	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
ACTUAL	0	0	1	0	0	.	.	.	.	.
APPROVED GOALS	0	0	0	0	0	1	1	1	1	.
PROPOSED GOALS	.	.	.	.	.	1	2	1	1	1

20. Number of Licenses/Options Executed Annually

	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
ACTUAL	0	0	0	0	0	.	.	.	.	.
APPROVED GOALS	0	0	0	0	0	0	0	0	0	.
PROPOSED GOALS	.	.	.	.	.	*0*	*0*	*0*	*0*	*0*

21. Number of Start-up Companies Created

	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
ACTUAL	0	0	0	0	0	.	.	.	.	.
APPROVED GOALS	0	0	0	0	0	0	0	0	0	.
PROPOSED GOALS	.	.	.	.	.	*0*	*0*	*0*	*0*	*0*

ENROLLMENT PLANNING

Fall Headcount Enrollment by Student Level [all degree-seeking students, all campuses]

UNDERGRADUATE	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
ACTUAL	1,267	1,294	1,335	1,428	1,496	.	.	.	.	.
APPROVED GOALS	1,283	1,300	1,390	1,447	1,502	1,802	2,005	2,226	2,452	.
PROPOSED GOALS	.	.	.	.	.	*1796*	*1,946*	*2,110*	*2,293*	*2,382*
GRADUATE	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
ACTUAL	48	72	81	62	48	.	.	.	.	.
APPROVED GOALS	51	59	67	73	70	120	140	140	140	.
PROPOSED GOALS	.	.	.	.	.	*77*	*96*	*112*	*124*	*158*

Fall Headcount Enrollment by Student Type [all degree-seeking students, all campuses]

UNDERGRADUATE	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
FTIC: New	277	319	399	361	343	585	585	618	636	655
FTIC: Returning	765	735	699	739	790	809	980	1131	1296	1377
Transfer: FCS w/ AA	124	138	131	122	116	109	132	143	156	157
Other Undergraduates	89	88	95	197	237	281	236	204	190	179
Post-Baccalaureates	12	14	11	9	10	12	13	14	15	15
Subtotal	**1,267**	**1,294**	**1,335**	**1,428**	**1,496**	1796	1,946	2,110	2,293	2,382
GRADUATE	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Master's	48	72	81	62	48	77	96	112	124	158
Research Doctoral	0	0	0	0	0	xx	xx	xx	xx	xx
Professional Doctoral	0	0	0	0	0	xx	xx	xx	xx	xx
Subtotal	**48**	**72**	**81**	**62**	**48**	**77**	**96**	**112**	**124**	**158**
TOTAL	**1,315**	**1,366**	**1,416**	**1,490**	**1,544**	**1873**	**2042**	**2222**	**2417**	**2540**

Note: This table reports this number of students enrolled by student type categories. These headcounts only include those seeking a degree – unclassified students (e.g., dual enrolled) are not included. The student type for undergraduates is based on the 'Type of Student at Most Recent Admission'. The First Time in College (FTIC) student was admitted in the same fall term or in the preceding summer term – this includes those who were re-admitted as FTICs.

Non-Resident Undergraduate Enrollment Rate [Fall term]

	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
ACTUAL	4	4	5	7	7	.	.	.	.	.
APPROVED GOALS	.	.	.	.	.	.	.	.	.	.
PROPOSED GOALS	.	.	.	.	.	*7*	*7*	*8*	*9*	*10*

ENROLLMENT PLANNING (cont.)

Percent of Baccalaureate-Seeking Resident Undergraduates Earning 15+ Credits [Fall term]

	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
ACTUAL	32	27	30	28	37	.	.	.	.	.
APPROVED GOALS	34	32	32	33	34	36	38	38	38	.
PROPOSED GOALS	.	.	.	.	.	*36*	*37*	*38*	*38*	*38*

Full-Time Equivalent (FTE) Enrollment by Course Level

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2029-30
LOWER	654	586	616	793	779	733	928	974	1,068	1,170	1,282
UPPER	612	585	580	521	573	676	678	802	880	964	1,057
GRAD 1	20	35	47	47	40	40	62	52	56	62	68
GRAD 2	0	0	0	0	0	0	0	0	0	0	0
TOTAL	**1,286**	**1,206**	**1,243**	**1,361**	**1,392**	**1,449**	**1,668**	**1,828**	**2,004**	**2,196**	**2,407**

Note: Full-time Equivalent (FTE) student is a measure of all instructional activity (regardless of fundability) that is based on the number of credit hours for all students during an academic (summer, fall, spring) year. FTE is based on the standard national definition, which divides undergraduate credit hours by 30 and graduate credit hours by 24. Pursuant to section 1013.31, Florida Statutes, Board facilities staff use this data as a key factor in the calculation of facility space needs for university educational plant surveys.

Percent FTE Enrollment by Method of Instruction

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2029-30
UNDERGRADUATE											
All Distance (100%)	0	0	21	4	1	1	2	3	3	4	4
Primarily Dist. (80-99%)	0	0	0	1	0	0	0	0	1	1	1
Flex	0	0	54	0	0	2	3	3	3	3	3
Hybrid (50-79%)	0	0	0	1	2	0	0	0	1	1	1
Classroom (0-49%)	100	100	25	94	97	97	95	94	92	91	91
GRADUATE											
All Distance (100%)	0	0	11	2	5	5	6	8	9	9	9
Primarily Dist. (80-99%)	0	0	0	0	0	0	0	0	0	0	0
Flex	0	0	53	0	0	0	0	0	0	0	0
Hybrid (50-79%)	0	0	0	0	0	0	0	0	0	0	0
Classroom (0-49%)	100	100	36	98	95	95	94	92	91	91	91

Note: Effective for the Fall 2020 term, Board staff added a new FLEX value to capture the course sections in which there is a mix of modalities within the same course section that allows students the option to switch between the modalities during the term. See definitions sections for a detailed description. Pursuant to section 1013.31, Florida Statutes, Board facilities staff use this data as a key factor in the calculation of facility space needs for university educational plant surveys.

DEFINITIONS

Performance Based Funding (PBF)

PBF-1. Percent of Bachelor's Graduates Enrolled or Employed ($40,000+) One Year After Graduation: This metric is based on the percentage of a graduating class of bachelor's degree recipients who are enrolled or employed (earning at least $40,000) somewhere in the United States. This data includes non-Florida data from all states and districts, including the District of Columbia and Puerto Rico; and military enlistment as reported by the institutions. Students who do not have valid social security numbers and are not found enrolled are excluded. Students not found enrolled following graduation and/or employed are also excluded. Sources: State University Database System (SUDS), Florida Department of Economic Opportunity (DEO) analysis of State Wage Interchange System (SWIS), and National Student Clearinghouse (NSC).

PBF-2. Median Wages of Bachelor's Graduates Employed Full-Time One Year After Graduation: This metric is based on annualized Unemployment Insurance (UI) wage data from the fourth fiscal quarter after graduation for bachelor's recipients. This data does not include individuals who are self-employed, employed by the military, those without a valid social security number, or making less than minimum wage. This data now includes non-Florida data from all states and districts, including the District of Columbia and Puerto Rico. Sources: State University Database System (SUDS) and Florida Department of Economic Opportunity (DEO) analysis of State Wage Interchange System (SWIS).

PBF-3. Cost to the Student Net Tuition & Fees for Resident Undergraduates per 120 Credit Hours: This metric compares the average sticker price and the average gift aid amount. The sticker price includes: (1) tuition and fees for resident undergraduates; (2) books and supplies (we use a proxy as calculated by the College Board); and (3) the average number of credit hours attempted by students who were admitted as an FTIC student who graduated with a bachelor's degree from a program that requires only 120 credit hours. The gift aid amount includes: (1) financial aid (grants, scholarships, waivers and third-party payments) provided to resident undergraduate students during the most recent academic year; (2) the total number of credit hours for those resident undergraduates. The average gift aid award per credit hour was multiplied by 120 and compared to the sticker price. Sources: State University Database System (SUDS), the Legislature's annual General Appropriations Act, and university required fees as approved by the Florida Board of Governors.

PBF-4. Four Year FTIC Graduation Rate: This metric is based on the percentage of first-time-in-college (FTIC) students who started in the fall (or summer continuing to fall) term and were enrolled full-time in their first semester and had graduated from the same institution by the summer term of their fourth year. FTIC includes 'early admit' students who were admitted as a degree-seeking student prior to high school graduation. Students who were enrolled in advanced graduate programs during their 4th year were excluded. Source: State University Database System (SUDS).

PBF-5. Academic Progress Rate [2nd Year Retention with 2.0 GPA or Above]: This metric is based on the percentage of first-time-in-college (FTIC) students who started in the fall (or summer continuing to fall) term and were enrolled full-time in their first semester and were still enrolled in the same institution during the next fall term with a grade point average (GPA) of at least 2.0 at the end of their first year (fall, spring, summer). Source: State University Database System (SUDS).

DEFINITIONS (cont.)

PBF-6: Bachelor's Degrees within Programs of Strategic Emphasis: This metric is based on the number of baccalaureate degrees awarded within the programs designated by the Board of Governors as 'Programs of Strategic Emphasis.' A student who has multiple majors in the subset of targeted Classification of Instruction Program codes will be counted twice (i.e., double-majors are included). Source: State University Database System (SUDS).

PBF-7: University Access Rate Percent of Undergraduates with a Pell Grant: This metric is based the number of undergraduates enrolled during the fall term who received a Pell Grant during the fall term. Students who were not eligible for Pell Grants (e.g., unclassified, non-resident aliens, post-baccalaureate students) were excluded from the denominator for this metric. Source: State University Database System (SUDS).

PBF-8a: Graduate Degrees within Programs of Strategic Emphasis: This metric is based on the number of graduate degrees awarded within the programs designated by the Board of Governors as 'Programs of Strategic Emphasis.' A student who has multiple majors in the subset of targeted Classification of Instruction Program codes will be counted twice (i.e., double majors are included). Source: State University Database System (SUDS).

PBF-8b: Percentage of Newly Admitted FTICs with High School GPA of a 4.0 or Higher: (*Applies only to New College of Florida*): Percent of all degree-seeking, first-time, first-year (freshman) students who had a high school grade point average of a 4.0 or higher. Source: State University Database System (SUDS).

PBF-9a: FCS AA Transfer Three-Year Graduation Rate [Full- and part-time students]: This transfer cohort is defined as undergraduates entering in fall term (or summer continuing to fall) from the Florida College System with an Associate in Arts (AA) degree. The rate is the percentage of the initial cohort that has either graduated from the same institution by the summer term of their third academic year. Both full-time and part-time students are used in the calculation. Students who were flagged as enrolled in advanced graduate programs that would not earn a bachelor's degree are excluded. Source: State University Database System (SUDS).

PBF-9b: FTIC Pell Recipient Six-Year Graduation Rate [Full- and Part-time students]: This metric is based on the percentage of first-time-in-college (FTIC) students who started in the fall (or summer continuing to fall) term and were enrolled full-or part-time in their first semester and who received a Pell Grant during their first year (summer to spring) and who graduated from the same institution by the summer term of their sixth year. Students who were flagged as enrolled in advanced graduate programs that would not earn a bachelor's degree were excluded. Source: State University Database System (SUDS).

PBF-10. FAMU: Number of Bachelor's Degrees Awarded to Transfers with AA Degrees from FCS: This is a count of first-major baccalaureate degrees awarded to students who entered as FCS AA Transfers. First majors include the most common scenario of one student earning one degree in one Classification of Instructional Programs (CIP) code. A student who earns two baccalaureate degrees under two different degree CIPs is counted twice. Source: State University Database System (SUDS).

PBF-10. FAU: Total Research Expenditures: Total expenditures for all research activities, including non-science and engineering activities. Source: As reported by each institution to the National Science Foundation annual survey of Higher Education Research and Development (HERD) based on the NSF rules and definitions.

DEFINITIONS (cont.)

PBF-10. FGCU: Number of Bachelor's Degrees Awarded to Hispanic & African Americans: Race/Ethnicity data is self-reported by students to the university. This includes students who self-select Hispanic, Non-Hispanic African Americans, and those who select multiple races, including Black/African American. Degree data is based on first-major counts only; second majors are not included. Source: State University Database System (SUDS).

PBF-10. FIU: Number of Post-Doctoral Appointees: The number of postdoctoral appointees awarded annually. Source: National Science Foundation/National Institutes of Health Survey of Graduate Students and Postdoctorates in Science and Engineering (GSS).

PBF-10. FPOLY: Percent of Bachelor's Graduates with 2 or more Workforce Experiences: The percentage of Bachelor's recipients who completed at least two of the following four workforce experiences: external internships, industry-sponsored capstone projects, undergraduate research (from an externally funded research grant), and certifications. Source: Florida Polytechnic University student survey data reported to the Florida Board of Governors.

PBF-10. FSU: Number of Bachelor's Graduates who passed an Entrepreneurship Class: The number of Bachelor's recipients who passed one or more graded Entrepreneurship courses before graduating and while not above Excess Hours. Source: Florida State University student data reported to the Florida Board of Governors.

PBF-10. NCF: Percent of FTIC Graduates Completing 3 or more High Impact Practices: The percentage of graduating seniors who started as FTIC students and who complete three or more high-impact practices as defined by the National Survey of Student Engagement (NSSE) and the Association of American Colleges & Universities. High-impact practices include: (1) capstone project or thesis, (2) internships, (3) study abroad, (4) writing-intensive courses, (5) living-learning communities, (6) undergraduate research, (7) first-year experience, (8) learning communities, (9) service-learning, and (10) collaborative projects. Multiple activities within the same category only count once (e.g., a student completing three internships has completed one high impact practice). Source: New College of Florida student survey data reported to the Florida Board of Governors.

PBF-10. UCF: Percent of Bachelor's Degrees Awarded to African American and Hispanic Students: Percent of degrees is based on the number of baccalaureate degrees awarded to Hispanic and non-Hispanic African American students divided by the total degrees awarded - excluding those awarded to non-resident aliens and unreported. Source: State University Database System (SUDS).

PBF-10. UF: Endowment Size (M): Assets invested by an institution to support its educational mission. Source: National Association of College and University Business Officers (NACUBO) and Commonfund Institute's annual report of Market Value of Endowment Assets.

PBF-10. UNF: Percent of Undergraduate FTE in Online Courses: Full-time equivalent (FTE) student is a measure of instructional activity that is based on the number of credit hours that students enroll. FTE is based on the Integrated Postsecondary Education Data System (IPEDS) definition, which divides undergraduate credit hours by 30. Online, or distance learning, courses provide at least 80 percent of the direct instruction using some form of technology when the student and instructor are separated by time or space, or both per Section 1009.24(17), Florida Statutes. Source: State University Database System (SUDS).

DEFINITIONS (cont.)

PBF-10. USF: 6-Year Graduation Rates (FT/PT): The first-time-in-college (FTIC) cohort is defined as undergraduates entering in fall term (or summer continuing to fall) with fewer than 12 hours earned since high school graduation. The rate is the percentage of the initial cohort that has either graduated from the same institution by the summer term of their sixth academic year. Both full-time and part-time students are used in the calculation. FTIC includes 'early admits' students who were admitted as degree-seeking students prior to high school graduation. Source: State University Database System (SUDS).

PBF-10. UWF: Percent of Baccalaureate Graduates Completing 2+ Types of High-Impact Practices: The percentage of graduating seniors completing two or more high-impact practices as defined by the Association of American Colleges & Universities. High-impact practices include: (1) first-year seminar & experiences, (2) common intellectual experience, (3) writing-intensive courses, (4) collaborative assignments & projects, (5) diversity/global learning, (6) ePortolios, (7) service learning, community-based learning, (8) internships, (9) capstone courses & projects. Multiple activities within the same category only count once (e.g., a student completing three internships has completed one high-impact practice). Source: University of West Florida student data reported to the Florida Board of Governors.

Preeminence Research University (PRE)

PRE-A: Average GPA & Average SAT: An average weighted grade point average of 4.0 or higher on a 4.0 scale and an average SAT score of 1200 or higher on a 1600-point scale or an average ACT score of 25 or higher on a 36 score scale, using the latest published national concordance table developed jointly by the College Board and ACT, Inc., for fall semester incoming freshmen, as reported annually.

PRE-B: National University Rankings: A top-50 ranking on at least two well-known and highly respected national public university rankings, reflecting national preeminence, using the most recent rankings. Sources: Princeton Review, Fiske Guide, QS World University Ranking, Times Higher Education World University Ranking, Academic Ranking of World University, U.S. News and World Report National University, U.S. News and World Report National Public University, U.S. News and World Report Liberal Arts Colleges, Forbes, Washington Monthly Liberal Arts Colleges, Washington Monthly National University, and the Wall Street Journal/College Pulse.

PRE-C: Freshmen Retention Rate: Freshman Retention Rate (full-time, FTIC) cohorts are based on first-year undergraduate students who enter the institution in the fall term (or summer term and continue into the fall term). Percent retained is based on those who are enrolled during the second fall term. Source: State University Database System (SUDS).

PRE-D: 4-year Graduation Rate: This metric is based on the percentage of first-time-in-college (FTIC) students who started in the fall (or summer continuing to fall) term and were enrolled full-time in their first semester and had graduated from the same institution by the summer term of their fourth year. FTIC includes 'early admit' students who were admitted as degree-seeking students prior to high school graduation. Students who were enrolled in advanced graduate programs during their 4th year were excluded. Source: State University Database System (SUDS).

DEFINITIONS (cont.)

PRE-E: National Academy Memberships: National Academy Memberships held by faculty. Source: The Center for Measuring University Performance in the Top American Research Universities (TARU) annual report or the official membership directories maintained by each national academy.

PRE-F: Total Annual Research Expenditures: Total expenditures (in millions of dollars) for all research activities (including non-science and engineering activities). Source: As reported by each institution to the National Science Foundation annual survey of Higher Education Research and Development (HERD) based on the NSF rules and definitions.

PRE-G: Science & Engineering Research Expenditures in Non-Health Sciences: Research expenditures within Science & Engineering in non-medical sciences. Source: As reported by each institution to the National Science Foundation annual survey of Higher Education Research and Development (HERD) based on the NSF rules and definitions.

PRE-H: National Ranking in Research Expenditures: The NSF identifies eight broad disciplines within Science & Engineering: Computer Science, Engineering, Environmental Science, Life Science, Mathematical Sciences, Physical Sciences, Psychology, and Social Sciences. The rankings by discipline are determined by BOG staff using the NSF online database.

PRE-I: Patents Awarded: Total utility patents awarded for the most recent three calendar year period. Based on legislative staff guidance, Board staff query the USPTO database with a query that only counts utility patents: "(AN/"University Name" AND ISD/yyyymmdd->yyyymmdd AND APT/1)". System totals may include duplicate counts if the same patent is awarded to staff/faculty at more than one SUS institution. Source: United States Patent and Trademark Office (USPTO).

PRE-J: Doctoral Degrees Awarded Annually: Includes doctoral research degrees and professional doctoral degrees awarded in medical and health care disciplines. Also includes veterinary medicine. Source: State University Database System (SUDS).

PRE-K: Number of Post-Doctoral Appointees: The number of postdoctoral appointees awarded annually. Source: National Science Foundation/National Institutes of Health Survey of Graduate Students and Postdoctorates in Science and Engineering (GSS).

PRE-L: Endowment Size (M): Assets invested by an institution to support its educational mission. Source: National Association of College and University Business Officers (NACUBO) and Commonfund Institute's annual report of Market Value of Endowment Assets.

PRE-L: Total Annual Science & Engineering Research Expenditures: Research expenditures within Science & Engineering disciplines. Source: As reported by each institution to the National Science Foundation (NSF) annual survey of Higher Education Research and Development (HERD) based on the NSF rules and definitions.

DEFINITIONS (cont.)

Key Performance Indicators (KPI)

KPI-1: Public University National Ranking: A top-50 ranking on at least two well-known and highly respected national public university rankings, reflecting national preeminence, using the most recent rankings. Sources: Princeton Review, Fiske Guide, QS World University Ranking, Times Higher Education World University Ranking, Academic Ranking of World University, U.S. News and World Report National University, U.S. News and World Report National Public University, U.S. News and World Report Liberal Arts Colleges, Forbes, Washington Monthly Liberal Arts Colleges, Washington Monthly National University, and Wall Street Journal/College Pulse.

KPI-2: Freshmen in Top 10% of High School Class: Percent of all degree-seeking, first-time, first-year (freshman) students who had high school class rank within the top 10% of their graduating high school class. Source: As reported by each university on the Common Data Set.

KPI-3: Time to Degree for FTICs in 120hr programs: This metric is the number of years between the start date (using the student entry date) and the end date (using the last month in the term degree was granted) for a graduating class of first-time, single-major baccalaureates in 120 credit hour programs within a (summer, fall, spring) year. Source: State University Database System (SUDS).

KPI-4: Percent of Bachelor's Degrees Without Excess Hours: This metric is based on the percentage of baccalaureate degrees awarded within 110% of the credit hours required for a degree based on the Board of Governors Academic Program Inventory. This metric excludes the following types of student credits: accelerated mechanisms, remedial coursework, non-native credit hours that are not used toward the degree, non-native credit hours from failed, incomplete, withdrawn, or repeated courses, credit hours from internship programs, credit hours up to 10 foreign language credit hours, and credit hours earned in military science courses that are part of the Reserve Officers' Training Corps (ROTC) program. Starting in 2018-19, the calculation for this metric included a new type of statutory exclusion of up to 12 credit hours for students who graduated in four years or less. This metric does not report the number of students who paid the "Excess Hour Surcharge" (Section 1009.286, Florida Statutes). Source: State University Database System (SUDS).

KPI-5: Six-Year FTIC Graduation Rates [full-& part-time students]: The first-time-in-college (FTIC) cohort is defined as undergraduates entering in fall term (or summer continuing to fall) with fewer than 12 hours earned since high school graduation. The rate is the percentage of the initial cohort that has either graduated from the same institution by the summer term of their sixth academic year. Both full-time and part-time students are used in the calculation. FTIC includes 'early admits' students who were admitted as degree-seeking students prior to high school graduation. Source: State University Database System (SUDS).

KPI-6: FCS AA Transfer Two-Year Graduation Rate [full-time students]: This transfer cohort is defined as undergraduates entering in fall term (or summer continuing to fall) from the Florida College System with an Associate in Arts (AA) degree. The rate is the percentage of the initial cohort that has either graduated from the same institution by the summer term of their second academic year. Only full-time students are used in the calculation. Students who were flagged as enrolled in advanced graduate programs in their 2nd year were excluded. Source: State University Database System (SUDS).

DEFINITIONS (cont.)

KPI-7: Pell Recipient Four-Year Graduation Rate [for full-time FTIC]: This metric is based on the percentage of first-time-in-college (FTIC) students who started in the fall (or summer continuing to fall) term and were enrolled full-time in their first semester and who received a Pell Grant during their first year and who graduated from the same institution by the summer term of their fourth year. FTIC includes 'early admit' students who were admitted as degree-seeking students prior to high school graduation. Students who were flagged as enrolled in advanced graduate programs that would not earn a bachelor's degree were excluded. Source: State University Database System (SUDS).

KPI-8: Bachelor's Degrees Awarded & KPI-9: Graduate Degrees Awarded: This is a count of first-major baccalaureate and graduate degrees awarded. First majors include the most common scenario of one student earning one degree in one Classification of Instructional Programs (CIP) code. In cases where a student earns a baccalaureate degree under two different degree CIPs, a distinction is made between "dual degrees" and "dual majors." Also included in first majors are "dual degrees," which are counted as separate degrees (e.g., counted twice). In these cases, both degree CIPs receive a "degree fraction" of 1.0. The calculation of degree fractions is made according to each institution's criteria. Source: State University Database System (SUDS).

KPI-10: Bachelor's Degrees Awarded to African-American & Hispanic Students: Race/Ethnicity data is self-reported by students to each university. The non-Hispanic, African-American, and Hispanic categories do not include students classified as Non-Resident Alien or students with a missing race code. Degree data is based on first-major counts only; second majors are excluded. Percentage of degrees is based on the number of baccalaureate degrees awarded to non-Hispanic African-American and Hispanic students divided by the total degrees awarded, excluding those awarded to non-resident aliens and unreported. Source: State University Database System (SUDS).

KPI-11: Percentage of Adult (Aged 25+) Undergraduates Enrolled: This metric is based on the age of the student at the time of their fall term enrollment, not their age upon entry. As a proxy, age is based on birth year, not birth date. Unclassified students with a high school diploma (or GED) and above are included in this calculation. Source: State University Database System (SUDS).

KPI-12: Percent of Bachelor's Degrees in STEM & Health & KPI-13: Percent of Graduate Degrees in STEM & Health: The percentage of degrees that are classified as STEM or Health disciplines by the Board of Governors in the Academic Program Inventory. These counts include second majors. Second majors include all dual/second majors (e.g., degree CIP receive a degree fraction that is less than 1). The calculation of degree fractions is made according to each institution's criteria. The calculation for the number of second majors rounds each degree CIP's fraction of a degree up to 1 and then sums the total. Second majors are typically used when providing degree information by discipline/CIP, to better conveys the number of graduates who have specific skill sets associated with each discipline. Source: State University Database System (SUDS).

KPI-14: Licensure & Certification Exam Pass Rates: The average pass rates as a percentage of all first-time examinees for Nursing, Law, Medicine, Veterinary, Pharmacy, Dental, Physical Therapy, and Occupational Therapy, when applicable. The average pass rate for the nation or state is also provided as a contextual benchmark. The Board's 2025 System Strategic Plan calls for all institutions to be above or tied the exam's respective benchmark. The State benchmark for the Florida Bar Exam excludes non-Florida institutions. The national benchmark for the USMLE exams is based on rates for MD degrees from U.S. institutions. Source: BOG staff analysis of exam pass rates provided by institutions or licensure/certification boards.

DEFINITIONS (cont.)

KPI-15: National Academy Memberships: National Academy Memberships held by faculty. Source: Center for Measuring University Performance in the Top American Research Universities (TARU) annual report or the official membership directories maintained by each national academy.

KPI-16: Percent of Undergraduates Engaged in Research: Numerator includes graduating seniors who completed an honors thesis, worked on their own research and/or creative activity topic with the guidance of a faculty member (individually or jointly), submitted an article or research for publication or exhibited research at a professional/academic conference (individually or jointly). The denominator includes graduating seniors who complete the survey. While senior exit surveys are traditionally administered in the spring term, institutions may include senior exit surveys from other terms in a given academic year if they are available. Source: Student survey data reported to the Florida Board of Governors.

KPI-17: Total Research Expenditures: Total expenditures (in millions of dollars) for all research activities (including non-science and engineering activities). Source: As reported by each institution to the National Science Foundation annual survey of Higher Education Research and Development (HERD) based on the NSF rules and definitions.

KPI-18: Research Expenditures Funded from External Sources: This metric reports the research expenditures funded from federal, private industry, and other (non-state and non-institutional) sources. Source: As reported by each institution to the National Science Foundation annual survey of Higher Education Research and Development (HERD) based on the NSF rules and definitions.

KPI-19: Utility Patents Awarded: The number of utility patents in a calendar year, excluding design, plant, or similar patents. System totals may include duplicate counts if the same patent is awarded to staff/faculty at more than one SUS institution. Source: United States Patent and Trademark Office (USPTO).

KPI-20: Number of Licenses/Options Executed Annually: Licenses/options executed in the fiscal year for all technologies. Source: As reported by universities on the Association of University Technology Managers Annual (AUTM) annual Licensing Survey.

KPI-21: Number of Start-up Companies Created: The number of start-up companies that were dependent upon the licensing of University technology for initiation. Source: Association of University Technology Managers Annual (AUTM) annual Licensing Survey.

DEFINITIONS (cont.)

Enrollment Planning (ENRL)

ENRL-1: Fall Headcount Enrollment by Student Level and Student Type: This table reports the number of students enrolled by student type categories. These headcounts only include those students who were seeking a degree – unclassified students (e.g., dual enrolled) are not included. The student type for undergraduates is based on the 'Type of Student at Most Recent Admission'. The first-time-in-college (FTIC) student was admitted in the same fall term or in the preceding summer term, including those who were re-admitted as FTICs. Source: State University Database System (SUDS).

ENRL-2: Percent of Resident Baccalaureate-Seeking Resident Undergraduates Earning 15+ Credits: This table reports the percent of baccalaureate-seeking resident undergraduates who earned fifteen or more credit hours during the fall term as reported on the Term Credit Hours Earned element (#01089). This includes the pass/fail courses in which the student earned a passing grade and excludes audited courses. Source: State University Database System (SUDS).

ENRL-3: Full-Time Equivalent Enrollment by Course Level: This table reports full-time Equivalent (FTE) enrollment, which is a measure of all instructional activity, regardless of fundability, that is based on the number of credit hours that students enroll. This FTE calculation is based on the Integrated Postsecondary Education Data System (IPEDS) definition, which divides undergraduate credit hours by 30 and graduate credit hours by 24. Pursuant to Section 1013.31, Florida Statutes, Board facilities staff use this data as a key factor in the calculation of facility space needs for institution educational plant surveys. Source: State University Database System (SUDS).

ENRL-4: Percent FTE Enrollment by Method of Instruction: This table reports the percentages of FTE enrollment that is classified as Distance Learning for all students at all campuses regardless of funding source. Distance Learning is a course in which at least 80 percent of the direct instruction of the course is delivered using some form of technology when the student and instructor are separated by time or space, or both per Section 1009.24(17), Florida Statutes). Effective for the fall 2020 term, Board staff added a new FLEX value to capture the course sections in which there is a mix of modalities within the same course section that allows students the option to switch between the modalities during the term. Course sections with mixed modalities that are predetermined/scheduled by the instructor at the start of the term to accommodate classroom capacity constraints and result in all students in the section having the same percentages of remote work is not a FLEX section and are considered one of the traditional non-FLEX designations. These designations account for planned adjustments to academic calendars (like being remote after thanksgiving or spring break) that are known at the beginning of the term. Unexpected adjustments to the academic calendar are not captured by these designations. FLEX courses start the term as FLEX. No academic calendar adjustment can change a non-FLEX into a FLEX. Source: State University Database System (SUDS).

ENRL-5: Non-Resident Undergraduate Enrollment Rate: This table reports the percentage of undergraduates enrolled who are considered non-residents for tuition purposes in a given fall term per Sections 1009.21(10)(a) and 1009.21(2), Florida Statutes. Source: State University Database System (SUDS).

STATE UNIVERSITY SYSTEM OF FLORIDA

UNIVERSITY of WEST FLORIDA

FLORIDA STATE UNIVERSITY 1851

FAMU FLORIDA AGRICULTURAL AND MECHANICAL UNIVERSITY

UNF UNIVERSITY of NORTH FLORIDA

UCF

UF | UNIVERSITY of FLORIDA

FLORIDAPOLY

UNIVERSITY of SOUTH FLORIDA
A PREEMINENT RESEARCH UNIVERSITY

New College THE HONORS COLLEGE of Florida

FAU FLORIDA ATLANTIC UNIVERSITY

FLORIDA GULF COAST UNIVERSITY

FIU FLORIDA INTERNATIONAL UNIVERSITY

Florida Polytechnic University

Academic & Student Affairs Committee

Board of Trustees

May 29, 2024

<u>**Subject**</u>: **Annual Review and Approval of General Education Course Requirements**

<u>**Proposed Committee Action**</u>

Review and recommend approval of the official General Education Course List to the Board of Trustees .

<u>**Background Information**</u>

In January 2024 the Board of Governors amended regulation 8.005 that set forth the statutory requirements (1007.25 and 1007.55) for all general education courses to be reviewed by the BOT each year no later than September 1, 2024. This list includes the Statewide Course Numbering System (SCNS) and usage data for each course.

Based on this request, the University has:

1) Updated our General Education listing consistent with the attached document
2) Courses that are in our "General Education Core" have had their course descriptions and learning outcomes updated to match what is in SCNS. In a few instances, Learning outcomes had elements added to the listing in SCNS, but nothing was removed or changed.

This information requires the President and Board of Trustee chair to sign certifying the review and approval of the courses on the list.

Supporting Documentation: Summary of Process and Outcomes; General Education Course Offerings Report

Prepared by: Dr. Terry Parker, Provost and Executive Vice President; Andrew Konapelsky, University Registrar

Summary of process and outcomes for reviewing
General Education courses at Florida Poly

- The Office of K-20 Articulation provided each SUS institution with their current listing of General Education courses as noted in the State Course Numbering System (SCNS).
- Each course was reviewed by its respective academic faculty unit at Florida Poly to confirm or update. Courses were reviewed to ensure compliance with the content, principles and standards required for general education courses.
- If a course was coded as General Education Core, the course description and learning outcomes were adjusted to include the exact language noted in SCNS.
- A total of 60 course records were provided by the Office of K-20 Articulation for review.
  - 28 courses were removed from the initial GenEd listing
    - 19 of these course records were previously updated version of the courses
    - 3 course records were courses that were coded as GenEd in error
    - 2 course records were for courses what are no longer part of our curriculum and will be discontinued.
    - 4 courses which do not meet the requirements to be coded as GenEd.
  - 21 courses have had the course descriptions and learning outcomes updated to align with the state required standards.
  - 11 courses did not require any changes as they already met the required standars.
  - 2 courses were added
- The changes noted above resulted in 34 General Education courses as part of the Florida Poly Catalog effective Fall 2024.
  - 17 Core General Education courses in the following subject areas
    - Communication: 1
    - Humanities: 5
    - Mathematics: 2
    - Natural Science: 4
    - Social Science: 5
  - 17 Institutional General Education courses in the following subject areas
    - Communication: 1
    - Humanities: 2
    - Mathematics: 7
    - Natural Science: 6 (to include five 1 credit lab courses)
    - Social Science: 1

Institution	Prefix	Level	Course Number	Lab	Course Title	Date of Last Update	Credit	General Ed Core	General Ed Requirements	Course Review Status	General Education Updates	Additional Updates	Total # Institutions Offering Course	Notes
FLORIDA POLYTECHNIC UNIVERSITY	ACG	2	021		PRINCIPLES OF FINANCIAL ACCOUNTING	02/01/2014	3		Math	Reviewed: Removed from General Education	Not Applicable	Not Applicable	1	Coded as Math in error
FLORIDA POLYTECHNIC UNIVERSITY	ACG	2	071		PRINCIPLES OF MANAGERIAL ACCOUNTING	02/01/2014	3		Math	Reviewed: Removed from General Education	Not Applicable	Not Applicable	1	Coded as Math in error
FLORIDA POLYTECHNIC UNIVERSITY	AMH	1	020		AMERICAN HISTORY SINCE 1877	08/01/2013	3		Social Sciences	Reviewed: Removed from General Education	Not Applicable	Not Applicable	5	Previous version of course
FLORIDA POLYTECHNIC UNIVERSITY	AMH	2	020		AMERICAN HISTORY	08/01/2015	3	Social Sciences	Social Sciences	Reviewed: Removed from General Education	Not Applicable	Not Applicable	38	Previous version of course
FLORIDA POLYTECHNIC UNIVERSITY	AMH	2	020		AMERICAN HISTORY SINCE 1877	08/01/2015	3	Social Sciences	Social Sciences	Reviewed: Updated	Not Applicable	Other Changes	38	Course Description|Learning Outcomes
FLORIDA POLYTECHNIC UNIVERSITY	ARH	2	000		ART APPRECIATION	08/01/2015	3	Humanities	Humanities	Reviewed: Updated	Not Applicable	Other Changes	21	Course Description|Learning Outcomes
FLORIDA POLYTECHNIC UNIVERSITY	ARH	2	002		INTRODUCTION TO ART: THE ARTISTIC EXPERIENCE	08/01/2013	3		Humanities	Reviewed: Removed from General Education	Not Applicable	Not Applicable	2	Will discontinue-Never offered with no intent to offer
FLORIDA POLYTECHNIC UNIVERSITY	BSC	1	010	C	BIOLOGY 1	02/01/2014	4		Humanities	Reviewed: Removed from General Education	Not Applicable	Not Applicable	16	Previous version of course
FLORIDA POLYTECHNIC UNIVERSITY	BSC	1	010		BIOLOGY 1	08/01/2015	3	Natural Science	Natural Science	Reviewed: Updated	Not Applicable	Other Changes	19	Course Description|Learning Outcomes
FLORIDA POLYTECHNIC UNIVERSITY	BSC	1	010	L	BIOLOGY 1 LABORATORY	07/24/2014	1		Natural Science	Reviewed: No Updates	Not Applicable	Not Applicable	16	
FLORIDA POLYTECHNIC UNIVERSITY	BSC	2	010	C	BIOLOGY 1	02/01/2014	4		Humanities	Reviewed: Removed from General Education	Not Applicable	Not Applicable	7	Previous version of course
FLORIDA POLYTECHNIC UNIVERSITY	CHM	1	045	L	CHEMISTRY 1 LABORATORY	08/01/2013	1		Natural Science	Reviewed: Removed from General Education	Not Applicable	Not Applicable	15	Previous version of course
FLORIDA POLYTECHNIC UNIVERSITY	CHM	2	045	L	CHEMISTRY 1 LABORATORY	08/01/2013	1		Natural Science	Reviewed: No Updates	Not Applicable	Not Applicable	10	
FLORIDA POLYTECHNIC UNIVERSITY	CHM	2	045		CHEMISTRY 1	08/01/2013	3	Natural Science	Natural Science	Reviewed: Updated	Not Applicable	Other Changes	14	Course Description|Learning Outcomes
FLORIDA POLYTECHNIC UNIVERSITY	ECO	2	013		PRINCIPLES OF MACROECONOMICS	08/01/2015	3	Social Sciences	Social Sciences	Reviewed: Updated	Not Applicable	Other Changes	39	Course Description|Learning Outcomes
FLORIDA POLYTECHNIC UNIVERSITY	ECO	2	023		PRINCIPLES OF MICROECONOMICS	01/01/2015	3		Social Sciences	Reviewed: No Updates	Not Applicable	Not Applicable	26	
FLORIDA POLYTECHNIC UNIVERSITY	EEL	4	312		ELECTRIC AND HYBRID VEHICLES	05/01/2023	3		Natural Science	Reviewed: Removed from General Education	Not Applicable	Not Applicable	1	Coded as Natural Science in error
FLORIDA POLYTECHNIC UNIVERSITY	ENC	1	101		ENGLISH COMPOSITION 1: EXPOSITORY AND ARGUMENTATIVE WRITING	08/01/2015	3	Communications	Communications	Reviewed: Updated	Not Applicable	Other Changes	40	Course Description|Learning Outcomes
FLORIDA POLYTECHNIC UNIVERSITY	ENC	1	102		ENGLISH COMPOSITION 2: ARGUMENT AND PERSUASION	08/01/2013	3		Humanities	Reviewed: Removed from General Education	Not Applicable	Not Applicable	38	Will discontinue as ENC 2210 is offered in place of this course
FLORIDA POLYTECHNIC UNIVERSITY	ENC	1	210		TECHNICAL WRITING	09/09/2013	3		Communications	Reviewed: Removed from General Education	Not Applicable	Not Applicable	2	Previous version of course
FLORIDA POLYTECHNIC UNIVERSITY	ENC	1	210		TECHNICAL WRITING	09/09/2013	3		Communications	Reviewed: Removed from General Education	Not Applicable	Not Applicable	2	Previous version of course
FLORIDA POLYTECHNIC UNIVERSITY	ENC	2	210		TECHNICAL WRITING	09/09/2013	3		Communications	Reviewed: Removed from General Education	Not Applicable	Not Applicable	8	Previous version of course
FLORIDA POLYTECHNIC UNIVERSITY	ENC	2	210		TECHNICAL WRITING	09/09/2013	3		Communications	Reviewed: Updated	Not Applicable	Other Changes	8	Course Description|Learning Outcomes
FLORIDA POLYTECHNIC UNIVERSITY	EVR	1	001		ENVIRONMENTAL SCIENCE	08/01/2022	3	Natural Science	Natural Science	Reviewed: Updated	Not Applicable	Other Changes	23	Course Description|Learning Outcomes
FLORIDA POLYTECHNIC UNIVERSITY	EVR	1	001	L	ENVIRONMENTAL SCIENCE LAB	08/01/2022	1		Natural Science	Reviewed: No Updates	Not Applicable	Not Applicable	6	
FLORIDA POLYTECHNIC UNIVERSITY	HIS	3	930		SPECIAL TOPICS IN HISTORY	03/22/2022	3		Social Sciences	Reviewed: Removed from General Education	Not Applicable	Not Applicable	1	
FLORIDA POLYTECHNIC UNIVERSITY	HUM	2	020		INTRODUCTION TO HUMANITIES	03/23/2022	3	Humanities	Humanities	Reviewed: Updated	Not Applicable	Other Changes	18	Course Description|Learning Outcomes
FLORIDA POLYTECHNIC UNIVERSITY	HUM	2	022		EXPLORATIONS IN THE HUMANITIES	03/22/2022	3		Humanities	Reviewed: Updated	Not Applicable	Course Description	2	
FLORIDA POLYTECHNIC UNIVERSITY	HUM	3	930		SPECIAL TOPICS IN THE HUMANITIES	03/22/2022	3		Humanities	Reviewed: Removed from General Education	Not Applicable	Not Applicable	2	
FLORIDA POLYTECHNIC UNIVERSITY	LIT	2	000		INTRODUCTION TO LITERATURE	08/01/2019	3	Humanities	Humanities	Reviewed: Updated	Not Applicable	Other Changes	26	Course Description|Learning Outcomes
FLORIDA POLYTECHNIC UNIVERSITY	LIT	3	930		SPECIAL TOPICS IN LITERATURE AND CULTURE	03/22/2022	3		Humanities	Reviewed: Removed from General Education	Not Applicable	Not Applicable	1	
FLORIDA POLYTECHNIC UNIVERSITY	MAC	1	147		PRE-CALCULUS ALGEBRA AND TRIGONOMETRY	08/07/2023	4		Math	Reviewed: No Updates	Not Applicable	Not Applicable	29	
FLORIDA POLYTECHNIC UNIVERSITY	MAC	1	311		CALCULUS 1	08/01/2013	4		Math	Reviewed: Removed from General Education	Not Applicable	Not Applicable	3	Previous version of course
FLORIDA POLYTECHNIC UNIVERSITY	MAC	1	311		ANALYTIC GEOMETRY AND CALCULUS 1	08/01/2013	4		Math	Reviewed: Removed from General Education	Not Applicable	Not Applicable	3	Previous version of course
FLORIDA POLYTECHNIC UNIVERSITY	MAC	1	312		CALCULUS 2	08/01/2013	4		Math	Reviewed: Removed from General Education	Not Applicable	Not Applicable	1	Previous version of course
FLORIDA POLYTECHNIC UNIVERSITY	MAC	1	312		ANALYTIC GEOMETRY AND CALCULUS 2	08/01/2013	4		Math	Reviewed: Removed from General Education	Not Applicable	Not Applicable	1	Previous version of course
FLORIDA POLYTECHNIC UNIVERSITY	MAC	2	311		CALCULUS 1	08/01/2013	4		Math	Reviewed: Removed from General Education	Not Applicable	Not Applicable	5	Previous version of course
FLORIDA POLYTECHNIC UNIVERSITY	MAC	2	311		ANALYTICAL GEOMETRY AND CALCULUS 1	07/25/2023	4	Math	Math	Reviewed: Updated	Not Applicable	Other Changes	38	Course Description|Learning Outcomes
FLORIDA POLYTECHNIC UNIVERSITY	MAC	2	312		CALCULUS 2	08/01/2013	4		Math	Reviewed: Removed from General Education	Not Applicable	Not Applicable	35	Previous version of course
FLORIDA POLYTECHNIC UNIVERSITY	MAC	2	312		ANALYTICAL GEOMETRY AND CALCULUS 2	07/25/2023	4		Math	Reviewed: No Updates	Not Applicable	Not Applicable	35	
FLORIDA POLYTECHNIC UNIVERSITY	MAC	2	313		ANALYTICAL GEOMETRY & CALCULUS 3	07/25/2023	4		Math	Reviewed: No Updates	Not Applicable	Not Applicable	31	
FLORIDA POLYTECHNIC UNIVERSITY	MAD	2	104		DISCRETE MATHEMATICS	02/01/2014	3		Math	Reviewed: No Updates	Not Applicable	Not Applicable	9	
FLORIDA POLYTECHNIC UNIVERSITY	MAP	2	302		DIFFERENTIAL EQUATIONS	07/25/2023	3		Math	Reviewed: No Updates	Not Applicable	Not Applicable	27	
FLORIDA POLYTECHNIC UNIVERSITY	MAS	2	105		LINEAR ALGEBRA	02/01/2014	3		Math	Reviewed: Removed from General Education	Not Applicable	Not Applicable	1	Previous version of course
FLORIDA POLYTECHNIC UNIVERSITY	MAS	3	105		LINEAR ALGEBRA	05/03/2023	3		Math	Reviewed: No Updates	Not Applicable	Not Applicable	2	
FLORIDA POLYTECHNIC UNIVERSITY	MAS	3	114		COMPUTATIONAL LINEAR ALGEBRA	03/22/2022	3		Math	Reviewed: Removed from General Education	Not Applicable	Not Applicable	1	
FLORIDA POLYTECHNIC UNIVERSITY	MUL	2	010		MUSIC APPRECIATION	08/01/2022	3	Humanities	Humanities	Reviewed: Updated	Not Applicable	Other Changes	22	Course Description|Learning Outcomes
FLORIDA POLYTECHNIC UNIVERSITY	PHI	2	010		INTRODUCTION TO PHILOSOPHY	03/23/2022	3	Humanities	Humanities	Reviewed: Updated	Not Applicable	Other Changes	32	Course Description|Learning Outcomes
FLORIDA POLYTECHNIC UNIVERSITY	PHY	1	048	L	PHYSICS 1 LABORATORY	08/01/2013	1		Natural Science	Reviewed: Removed from General Education	Not Applicable	Not Applicable	2	Previous version of course
FLORIDA POLYTECHNIC UNIVERSITY	PHY	2	048	L	PHYSICS 1 LABORATORY	08/01/2013	1		Natural Science	Reviewed: Removed from General Education	Not Applicable	Not Applicable	18	Previous version of course
FLORIDA POLYTECHNIC UNIVERSITY	PHY	2	048		PHYSICS 1	05/03/2023	3	Natural Science	Natural Science	Reviewed: Updated	Not Applicable	Other Changes	25	Course Description|Learning Outcomes
FLORIDA POLYTECHNIC UNIVERSITY	PHY	2	048	L	PHYSICS 1 LABORATORY	08/02/2013	1		Natural Science	Reviewed: Updated	Not Applicable	Course Description	18	
FLORIDA POLYTECHNIC UNIVERSITY	PHY	2	049	L	PHYSICS 2 LABORATORY	08/01/2013	1		Natural Science	Reviewed: Updated	Not Applicable	Course Description	13	
FLORIDA POLYTECHNIC UNIVERSITY	PHY	2	049		PHYSICS 2	08/01/2013	3		Natural Science	Reviewed: Updated	Not Applicable	Other Changes	16	Course Description|Learning Outcomes
FLORIDA POLYTECHNIC UNIVERSITY	POS	2	041		AMERICAN GOVERNMENT	08/01/2023	3	Social Sciences	Social Sciences	Reviewed: Updated	Not Applicable	Other Changes	30	Course Description|Learning Outcomes
FLORIDA POLYTECHNIC UNIVERSITY	PSY	1	012		GENERAL PSYCHOLOGY	08/02/2013	3		Social Sciences	Reviewed: Removed from General Education	Not Applicable	Not Applicable	7	Previous version of course
FLORIDA POLYTECHNIC UNIVERSITY	PSY	2	012		GENERAL PSYCHOLOGY	08/01/2015	3	Social Sciences	Social Sciences	Reviewed: Removed from General Education	Not Applicable	Not Applicable	34	Previous version of course
FLORIDA POLYTECHNIC UNIVERSITY	PSY	2	012		GENERAL PSYCHOLOGY	08/01/2015	3	Social Sciences	Social Sciences	Reviewed: Updated	Not Applicable	Other Changes	34	Course Description|Learning Outcomes
FLORIDA POLYTECHNIC UNIVERSITY	STA	2	023		STATISTICS 1	08/01/2015	3	Math	Math	Reviewed: Updated	Not Applicable	Other Changes	39	Course Description|Learning Outcomes
FLORIDA POLYTECHNIC UNIVERSITY	STA	3	032		PROBABILITY AND STATISTICS	03/22/2022	3		Math	Reviewed: No Updates	Not Applicable	Not Applicable	4	

To be added

| FLORIDA POLYTECHNIC UNIVERSITY | AMH | 1 | 010 | | AMERICAN HISTORY TO 1877 | 08/01/2015 | 3 | Social Sciences | Social Sciences | Reviewed: Updated | Both General Education (Core/Institution) | Other Changes | 31 | Course Description\|Learning Outcomes |
| FLORIDA POLYTECHNIC UNIVERSITY | IDS | 2 | 144 | | LEGAL, ETHICAL, AND MANAGEMENT ISSUES IN TECHNOLOGY | 08/01/2015 | 3 | | Humanities | Reviewed: Updated | General Education (Institution) | Other Changes | 31 | Course Description\|Learning Outcomes |

Florida Polytechnic University

Academic and Student Affairs Committee

Board of Trustees

May 29, 2024

<u>**Subject:**</u> **Revisions to Faculty Handbook: Labor Categories and Committee Structure**

Proposed Committee Action

Recommend approval of the changes in the faculty handbook that are provided with this document. These changes are significant updates to the following faculty handbook sections:
- Section 4.2 Faculty ranks and Qualifications, and,
- Appendix A, University Committees.

Background Information

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 (beyond editorial) 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*. The new ranks are consistent with Collective Bargaining Activity and ranks that are proposed to be present in the next Collective Bargaining Agreement.

A clean copy is provided for review, as well as a "track changes" document that shows the changes in section 4.2.

In Appendix A, "University Committees," there is a new introductory section titled **Definitions and Clarifications**, which defines designations such as <u>Ex Officio</u>, *Core Committee*, *Support Committee*, *Lead Authority*, and *Committee Chair*. Following that section is an added section titled **Reporting,** which notes the importance of the completion of annual reports that include committee accomplishments and decisions, and the inclusion of the annual deadline for reports as May 15th.

In the section on "University Committees," in addition to numerous editorial changes, there are some changes 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 are renamed for greater accuracy, and there are several new committees, including the Financial Aid Policy Committee and the Leadership Council.

A clean copy of the updated Appendix A, noting that highlights are included where the changes were significant. In order to show the changes to committees, a listing of committees along with the committee membership is provided with changes shown as strikethroughs for deletions and red text shown for additions.

Supporting Documentation:
1. Section 4.2 Faculty Rank and Qualifications clean copy
2. Section 4.2 Faculty Rank and Qualifications track changes copy

3. Appendix A University Committees (noting yellow highlights show areas of significant change
4. A full committee list that shows changes to committees with deletions as strikethrough and additions in red

Prepared by: Dr. Terry Parker, Provost and Executive Vice President; Dr. Kathryn Miller, Vice Provost Student Affairs; Dr. Marc Manganaro, Interim Vice Provost Academic Affairs

4.2 FACULTY RANK & QUALIFICATIONS

4.2.1 Titles & Definitions

Faculty shall hold one of the seven five recognized academic ranks*:

<div align="center">

Adjunct
Instructor
Senior Instructor
Distinguished Instructor
Professor of Practice
Assistant Professor
Associate Professor
Professor
Emeritus Designation

</div>

The title of "Adjunct" shall be restricted to faculty who are employed by the university in a less than full time position to deliver specific courses or parts of the curriculum.

The prefix of "Visiting" to a faculty rank shall be restricted to true visitors, e.g., temporary appointments for a term of up to two (2) years and visits by distinguished faculty. Visiting appointments may be renewed.

The title of "Research Scholar" shall be restricted to faculty positions appointed* primarily for the conduct of research and funded predominantly through external sources, such as research grants.

Emeritus can be awarded to individuals with the rank Instructor, Senior Instructor, Distinguished Instructor, Professor of Practice, Associate Professor, Professor, Provost, President, that have seven years of service to the institution. The Emeritus designation precedes the highest rank the individual achieved at the institution and is added to their title (e.g. Emeritus Professor). Emeritus brings no direct compensation benefits but does afford the individual lifetime email and lifetime library rights. Individuals that have met the qualifications and that will retire or leave the institution as a permanent employee must request the designation by May 10. This request is forwarded to the Board of Trustees for their approval at their final meeting of the fiscal year.

*Note: Contracts delineate the nature of one's appointment.

4.2.2 Minimum Qualifications by Rank

The **Instructor** should display:	Demonstrated ability to perform his or her assigned duties. Education and/or experience in compliance with the University's Policy on Faculty Credentials that is appropriate for his/her assigned duties.

The Senior Instructor should display:	In addition to meeting the minimum qualifications for Instructor, a minimum of a master's degree M.Sc. in the field for courses that are to be delivered by the individual is required. Demonstrated excellence in delivery of courses and demonstrated ability to independently develop courses and improve pedagogy for the institution. The senior instructor should be appropriately credentialed to teach courses through the senior year of the undergraduate degree that they support.
The Distinguished Instructor should display:	In addition to meeting the minimum qualifications for Senior Instructor, the Distinguished Instructor must have demonstrated sustained excellence in teaching and curriculum development as well as demonstrating strong contributions to the institution via service while in rank as Senior Instructor or as a member of a different instiution .
Professor of Practice should display:	Demonstrated ability to perform his or her assigned duties. Education and/or experience in compliance with the University's Policy on Faculty Credentials that is appropriate for his/her assigned duties but with a non-negotiable minimum of a bachelor's degree in a related field. This rank is positioned to rely on individuals with strong industrial experience; said experience must be at least five years in duration and with appropriate technical depth. Expectations of the rank are at minimum both teaching and service; in some instances, research may be included in job duties also.
The **Assistant Professor** should display:	Combination of appropriate scholarship and teaching ability commensurate with the university's mission and relevant academic discipline(s). Assistant Professor will hold a terminal degree in his/her field, except for rare circumstances where such exception is justifiable and granted by the Provost.
The **Associate Professor** should display:	In addition to meeting minimum qualifications for *Assistant Professor*, a demonstrated record of scholarly activity, teaching, and, as appropriate, course and/or curriculum development commensurate with the university's mission and relevant academic discipline(s); evidence of a positive and growing reputation in his/her chosen field; and promise of continued successful performance.

The **Professor** should display:	In addition to meeting minimum qualifications for both *Assistant Professor* and *Associate Professor*, scholarly contribution, such that the professor is recognized for sustained and significant contributions in the relevant discipline and/or interdisciplinary area by experts in the field.

Evaluation of teaching, research, and service performance and/or potential used for initial appointment or changes in rank must include careful faculty input at the department level, division level (where appropriate), and at the university-wide level. These recommendations will be forwarded to the administration for a final decision. The evaluation of teaching may include coursework and curriculum development; research may include traditional publication but may also include tech transfer and tech development activities, and/or leading-edge practice in industrial or business organization; service should consider effort in support of both the institution and their respective field and the community. The final process by which individuals are evaluated for either initial rank or for a change in rank will be addressed and specified within the anticipated Collective Bargaining Agreement.

4.2   FACULTY RANK & QUALIFICATIONS

4.2.1 Titles & Definitions

Faculty shall hold one of the seven recognized academic ranks*:

Adjunct
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The prefix of "Visiting" to a faculty rank shall be restricted to true visitors, e.g., temporary appointments for a term of up to two (2) years and visits by distinguished faculty. Visiting appointments may be renewed.

The title of "Research Scholar" shall be restricted to faculty positions appointed* primarily for the conduct of research and funded predominantly through external sources, such as research grants.

Emeritus can be awarded to individuals with the rank Instructor, Senior Instructor, Distinguished Instructor, Professor of Practice, Associate Professor, Professor, Provost, President, that have seven years of service to the institution. The Emeritus designation precedes the highest rank the individual achieved at the institution and is added to their title (e.g. Emeritus Professor). Emeritus brings no direct compensation benefits but does afford the individual lifetime email and lifetime library rights. Individuals that have met the qualifications and that will retire or leave the institution as a permanent employee must request the designation by May 10. This request is forwarded to the Board of Trustees for their approval at their final meeting of the fiscal year.

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The **Instructor** should display:	Demonstrated ability to perform his or her assigned duties. Education and/or experience in compliance with the University's Policy on Faculty Credentials that is appropriate for his/her assigned duties.

The Senior Instructor should display:	In addition to meeting the minimum qualifications for Instructor, a minimum of a master's degree in the field for courses that are to be delivered by the individual is required. Demonstrated excellence in delivery of courses and demonstrated ability to independently develop courses and improve pedagogy for the institution. The senior instructor should be appropriately credentialed to teach courses through the senior year of the undergraduate degree that they support.
The Distinguished Instructor should display:	In addition to meeting the minimum qualifications for Senior Instructor, the Distinguished Instructor must have demonstrated sustained excellence in teaching and curriculum development as well as demonstrating strong contributions to the institution via service while in rank as Senior Instructor or as a member of a different instiution
Professor of Practice should display:	Demonstrated ability to perform his or her assigned duties. Education and/or experience in compliance with the University's Policy on Faculty Credentials that is appropriate for his/her assigned duties but with aminimum of a bachelor's degree in a related field. This rank is positioned to rely on individuals with strong industrial experience; said experience must be at least five years in duration and with appropriate technical depth. Expectations of the rank are at minimum both teaching and service; in some instances, research may be included in job duties also.
The **Assistant Professor** should display:	Combination of appropriate scholarship and teaching ability commensurate with the university's mission and relevant academic discipline(s). Assistant Professor will hold a terminal degree in his/her field, except for rare circumstances where such exception is justifiable and granted by the Provost.
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The **Professor** should display:	In addition to meeting minimum qualifications for both *Assistant Professor* and *Associate Professor*, scholarly contribution, such that the professor is recognized for sustained and significant contributions in the relevant discipline and/or interdisciplinary area by experts in the field.

Evaluation of teaching, research, and service performance and/or potential used for initial appointment or changes in rank must include careful faculty input at the department level, division level (where appropriate), and at the university-wide level. These recommendations will be forwarded to the administration for a final decision. The evaluation of teaching may include coursework and curriculum development; research may include traditional publication but may also include tech transfer and tech development activities, and/or leading-edge practice in industrial or business organization; service should consider effort in support of both the institution and their respective field and the community The final process by which individuals are evaluated for either initial rank or for a change in rank will be addressed and specified within the anticipated Collective Bargaining Agreement.

FACULTY HANDBOOK

2024-2025 Edition

Board of Trustees Approved:

CONTENTS

APPENDIX A

2024-2025 UNIVERSITY COMMITTEES

NOTES:
University rules, regulations & policies are referenced herein; governing documents should be referenced and read in entirety at: https://floridapoly.edu/about/board-of-trustees/university-policies-regulations-rules/

Definitions, Clarifications:
Ex Officio, by virtue of office. Members identified as ex officio are voting members of a committee unless expressly identified as non-voting.

General Counsel Representative is chosen by the General Counsel.
Individuals in interim roles or titles carry the appointing authority specified in this document unless their appointment explicitly states that they do not have committee appointing authority.

Core Committee. Individuals who are voting members and present at all Committee meetings.

Support Committee. Individuals who attend meetings when an issue relevant to their professional area is addressed. Support members are non-voting.

Lead Authority: The President or Vice President who has university authority of the Committee and its area. The Lead Authority is responsible for Committee reporting.

Committee Eligibility

Faculty that are in their terminal year of employment (as a result of non-reappointment or layoff) are not eligible to participate on University Committees. Similarly, faculty who have resigned, unless otherwise approved by the President or designee, are not eligible to serve on University Committees. In both such cases, faculty must be removed from the committee and following committee rules a replacement must be identified.

Reporting

Each University Committee must submit an annual report which includes the Committee decisions and Committee accomplishments to the Provost's Office by May 15. The Committee Chair is responsible for production and submission of the annual report. The Provost's Office will distribute the annual reports to the lead authority for the Committee. The lead authority(ies) or their designee(s) will review the submitted annual report, request any changes or additions, and formally transmit the final annual report to the Chair of the Institutional Effectiveness Committee by June 15.

ACADEMIC COMMITTEES

Academic Policies & Procedures Committee (APPC): Provost

The University Academic Policy and Procedures Committee is a standing Committee appointed by the Provost to make recommendations regarding the creation, revision and management of university academic policies. The APPC shall review academic policy and procedure proposals in order to determine whether they are aligned with the mission of the University.

Meeting Frequency: Minimum of Monthly during the Academic Year, more frequently as needed.

Members
> Vice Provost of Academic Affairs, Ex officio, Chair
> Vice Provost of Student Affairs, Ex officio
> University Registrar, Ex officio
> General Counsel representative, Ex officio (non-voting)
> Two (2) faculty representatives, selected by the faculty governing body, two-year terms staggered ending dates
> Two (2) faculty representatives out of a pool of four nominated by the faculty governing body and selected by the Provost, two year terms staggered ending dates
>
> Department Chair, selected by the Provost

Policy Reference
- FPU-1.001AP Policy Creation and Development Process – Academic Policies

Academic Program Review Committee: Provost

The Academic Program Review Committee ("APRC") reviews and evaluates the self-study prior to submission to external reviewer during the review process. Membership of the APRC shall consist of at least three faculty members and one Department Chair. No member of the review committee should be primarily affiliated with the Degree program being reviewed. This is an "as needed" committee per program review schedule filed with Board of Governors.

To Plan for this review, Institutional Research will annually inform the Provost and Vice Provosts of the date of the last review for each academic program, and the date of the next review.

Meeting Frequency: As needed.

Members
> Vice Provost of Academic Affairs, Ex officio, Chair
> Two (2) faculty representatives, selected by the faculty governing body
> Library representative, selected by the Provost
> One academic Department Chair, selected by the Provost

Policy Reference
> FPU-5.0062AP Academic Program Review and Continuous Improvement Processes. (check membership requirements in policy)

Admissions Appeals Committee: Provost

The University Admissions Appeals Committee is responsible for reviewing all admissions appeals. The committee reviews appeals and makes a recommendation to the chief enrollment officer. The chief enrollment officer makes a final decision in consultation with the Provost.

Meeting Frequency: As needed, but approximately every four weeks, to consider appeals.

Committee Membership
> Vice Provost of Student Affairs or Provost Designee, Ex officio, Chair
> Vice Provost of Enrollment Management, Ex officio
> University Registrar representative chosen by the University Registrar

Office of General Counsel Representative, non voting, chosen by the General Counsel
Faculty representative, selected by the faculty governing body
Faculty representative, selected by the Provost

Policy Reference
- FPU-2.001 Admission to the University and Appeal Process-General

Collections Advisory Committee: Provost

The Collections Advisory Committee advises the Vice Provost Student Affairs (acting as Director of Libraries) on budget and policy issues and is responsible for assessing proposals for new high cost purchases and reviewing the database access provided by the university to students and faculty.

Meeting Frequency: once per semester or as needed.

Members
Vice Provost Student Affairs, Ex officio, Chair or designee
Vice Provost Academic Affairs, Ex officio
Two faculty, selected by the faculty governing body
Two Department Chairs, selected by the Provost

Policy Reference
FPU-5.0042AP Library Collection Development Policy

Financial Aid Appeal Committee: Provost

The Financial Aid Committee is charged with reviewing student financial aid appeals and rendering final decisions.

Meeting Frequency: Minimum of once per semester during the Academic Year but within 15 business days of the committee receiving an appeal.

Membership
Director of Financial Aid, Ex officio, Chair
Vice Provost, Enrollment Management, Ex officio
One (1) Finance representatives, selected by the CFO
Admissions representative, selected by Vice Provost Enrollment Management
Student Affairs representative, selected by Vice Provost Student Affairs
Registrar's Office representative, Selected by University Registrar
Faculty representative, selected by the faculty governing body
Office of General Counsel Representative, non voting, chosen by the General Counsel

Policy Reference
FPU-7.0021P Financial Aid Appeals
FPU-7.002 Student Financial Aid

Financial Aid Policy Committee: Provost

Meeting Frequency: once per semester or as needed.

The Financial Aid Policy Committee recommends University policy on matters relating to financial aid; recommends specific financial aid program objectives in support of the University's master plan and facilitates the conduct of financial aid activities.

Members
> Vice Provost Enrollment Management, Ex officio, Chair or designee
> Vice Provost Academic Affairs, Ex officio
> Two Department Chairs, selected by the Provost

Policy Reference
> FPU-7.002 Student Financial Aid Policy

Graduate Studies Committee: Provost

The purpose of the University Graduate Studies Committee is to review and make recommendations concerning graduate academic policies and standards related to graduate level curriculum (new graduate programs or major changes to existing programs and courses). Committee may serve in advisory capacity to the Graduate Director and Provost on other division-related matters.

Meeting Frequency: Minimum of Monthly during the Academic Year, more frequently as needed

Membership
> Graduate Division Director, Ex officio, Chair (or Provost designee)
> University Registrar, Ex officio
> Vice Provost of Academic Affairs, Ex officio
> One (1) faculty representative from each academic department directly associated with a graduate degree program or track.
> One (1) faculty representative from FRC.

Policy Reference
> FPU-5.00812AP Curriculum and Course Changes

Honorary Degrees Committee: Provost

The Honorary Degrees Committee reviews nominations and selects nominees to be recommended to the President for the award of an honorary degree. The Committee may gather additional information on the nominee(s).

Meeting Frequency: As needed, not anticipated in a typical Academic Year.

Members
> Provost/designee, Ex officio, Chair
> Vice President of Advancement, Ex officio
> Office of President representative, selected by the President
> Three (3) faculty representatives, selected by the faculty governing body

Policy Reference
> FPU-5.0095AP Honorary Degrees

Institutional Effectiveness Committee (IEC): Provost

The University Institutional Effectiveness Committee is responsible for reviewing the effectiveness and soundness of the University's planning and assessment practices and processes. The IEC provides oversight on committee operations by collecting and reviewing all reports annually, provides oversight and guidance with the development and implementation of the University's assessment framework, and processes and provides support for development and ongoing maintenance of SACSCOC accreditation.

Meeting Frequency: Fall semester as required (likely biweekly) to review the prior year's assessments and then plan spring semester assessment activity.

Reporting: IEC is responsible for collecting and reviewing all reports annually. IEC must also submit an annual report by May 15, and a year-end report which includes the receipt and review of all Committee Reports by June 30.

Committee Membership
> Vice Provost of Academic Affairs or Provost Designee, Ex officio, Chair
> Two (2) Academic Affairs representatives, selected by the Provost
> Staff representative (non-academic department), selected by the CIO
> Finance representative, selected by the CFO

Academic Subcommittee
> Vice Provost of Academic Affairs or Provost Designee, (Chair) Ex officio
> Two (2) faculty representatives, selected by the faculty governing body
> One (1) faculty representatives, selected by the Provost
> One academic Affairs staff member selected by the Provost
> One Department Chair selected by the Provost

Administrative Subcommittee
> Vice Provost of Academic Affairs or Provost Designee, (Chair) Ex officio
> Staff representative (non-academic department), selected by the CIO
> Finance representative, selected by the CFO
> Foundation representative, selected by the VP Advancement

Leadership Council: Provost

Student Leadership training and education is managed by a Leadership Council where the council recognizes the breadth of leadership experiences across the organization and acts to organize and enhance the activity on the campus. The council's role is to assess ongoing leadership activity, plan and add new activity, and work with the provost to disburse funds in an effective manner.

Meeting Frequency: As needed, likely several times in a semester

Committee Membership
> Vice Provost of Student Affairs or Provost Designee, Ex officio, Chair
> Associate Vice Provst Student Success, Ex officio
> Director of Career Services, Ex officio
> Department Chair, selected by the Provost
> Student Affairs staff member, selected by the Vice Provost Student Affairs

Mitigating Circumstances Committee: Provost

The Mitigating Circumstances Withdrawal Committee reviews a student's request for a mitigating circumstances withdrawal and supporting documentation and decides whether to grant a mitigating circumstances withdrawal, and if so, whether a refund will be provided. The Committee will be comprised of at least four members and must include representatives from the following departments: Academic Affairs, Student Affairs, Office of Financial Aid, and the Bursar's Office. The Provost or his/her designee serves as the chair of the Committee. *Note*: portions of this committee's meetings may be closed in order to protect students' rights under FERPA.

Meeting Frequency: As needed

Committee Membership (quorum is Chair and minimum of two other members)
     Provost/designee, Chair
     At least four members to include a representative from:
     Academic Affairs, selected by the Provost
     Student Affairs, selected by the Provost
     Office of Financial Aid, selected by the Provost
     Bursar's Office, selected by the CFO

Policy Reference
     FPU-5.0103AP Undergraduate Withdrawal Policy

Performance Review of Institutes and Centers Committee: Provost

The Performance Review Committee is appointed by the Provost and consists of at least three members who review the annual report of the Institute or Center. The Performance Review Committee consists of individuals selected from the following areas: at least one faculty member from the Academic Department most closely affiliated with the Institute or Center; a representative from Finance; and a third member with appropriate expertise. The Provost coordinates all appointments.

Meeting Frequency: as Needed.

Committee Membership
     Chair, appointed by Provost
     Institute representative
     At least one faculty member from the Academic Department most closely affiliated with the Institute or Center
     Institutional Research representative
     Finance representative appointed by the CFO
     Provost appointee

Policy Reference
     FPU-5.0021AP Establishment of University Institutes and Center

Proposal Review of Institutes and Centers Committee: Provost

The Proposal Review Committee is appointed by the Provost and consists of at least three individuals, one of whom is recommended by the proposed Director of the proposed Institute or Center. This Committee reviews the initial application of the Institute or Center and provides written recommendations to the proposed Director. The Provost coordinates all appointments.

Meeting Frequency: as needed.

Reporting: Formed only when necessary, reporting to provost with results if formed.

Committee Membership
 Chair, appointed by Provost
 Proposed Institute representative
 Provost appointees, at least 3 members
 Institutional Research representative

Policy Reference
 FPU-5.0021AP Establishment of University Institutes and Center

Academic Progress and Retention Committee: Provost

The Academic Progress and Retention Committee leads the Academic Review Board (ARB) process and hears appeals for re-entry to the University by students who have been suspended pursuant to the University's Academic Standing policy. *Note*: portions of this committee's meetings may be closed in order to protect students' rights under FERPA. This Committee requires the following be present, as a minimum, for Committee meetings: 1) VPAA or the AVPSS and 2) one Department Chair and 3) one faculty member.

Meeting Frequency: heavy, particularly between academic terms.

Committee Membership
 University Registrar, Chair, Ex officio
 Vice Provost of Academic Affairs (VPAA) or Provost designee, Ex officio
 Associate Vice Provost Student Success, Ex officio
 Up to two Department chairs appointed by the Provost
 Up to three Faculty members at large appointed by the Provost

Review of Student Disciplinary System and SCC Committee: Provost

The Student Disciplinary System and SCC (Student Code of Conduct) Committee operates under the direction of the Provost to periodically review the Student Disciplinary System and SCC. This committee includes student representation. *Note*: portions of this committee's meetings may be closed to protect students' rights under FERPA. Committee will provide a review of the effectiveness of the conduct system annually with the report prepared by committee members in the summer, and then reviewed by the full committee in the fall.

Meeting Frequency: As Needed

Committee Membership
 Chair, appointed by Provost
 Vice Provost of Student Affairs, Ex officio
 Vice Provost of Academic Affairs, Ex officio
 General Counsel representative, Ex officio (non-voting)
 One faculty member, selected by the faculty governing body
 One faculty member, selected by the Provost
 Student Affairs representative

Chief Justice of SGA, or designee
SGA President, or designee
One (1) student, appointed by Vice Provost Student Affairs

Policy Reference
FPU-3.006 Student Code of Conduct

Student Academic Grade Appeals Committee: Provost

The Student Academic Grade Appeals Committee conducts formal reviews of student grade appeals. The Committee shall be made up of at least three (3) and not more than five (5) faculty members and two (2) students. The Provost or designee will appoint the faculty members, and the Vice Provost of Student Affairs will appoint the student members from a panel of ten (10) students provided by the president of the University's Student Government Association. *Note*: portions of this committee's meetings may be closed in order to protect students' rights under FERPA.

Meeting Frequency: As Needed

Committee Membership
Vice Provost of Academic Affairs, Chair, Ex officio, non-voting
Vice Provost of Student Affairs, Ex officio, non-voting
At least 3 and not more than 5 faculty members, appointed by Provost or designee
Two (2) students, appointed by Vice Provost Student Affairs

Policy Reference
FPU-5.00714AP Student Grade Appeals

Tuition & Fee Appeals Committee: Provost

The purpose of the University Tuition & Fee Appeals Committee is to review and determine to approve or reject appeals from students who wish to appeal fees or charges associated with registration (late registration fee, late payment fee, repeat course surcharge), university-owned housing, or dining. *Note*: portions of this committee's meetings may be closed to protect students' rights under FERPA.

Meeting Frequency: As needed

Committee Membership (Core)
University Registrar (Chair) , Ex officio
Senior Manager, Student Business Services, Ex officio
Associate Vice Provost, Student Success
General Counsel representative, Ex officio (non-voting)
Faculty representative, selected by the faculty governing body

Committee Membership (Support)
Director, Auxiliary Enterprises, Ex officio (non-voting)
Director, Housing Operations and Residence Life (non-voting)
Associate University Registrar (non-voting)

Tuition Residency Appeals Committee: Provost

The Residency Appeals Committee is designated to review and decide residency decisions - not the classification and reclassification processes nor associated deadlines; these areas may not be appealed. Please note that the Residency Appeal Committee cannot override Florida Statutes, which govern residency for tuition purposes. *Note*: portions of this committee's meetings may be closed in order to protect students' rights under FERPA.

Meeting Frequency: As Needed

Committee Membership
Chair, University Registrar, Ex officio
Financial Aid representative
Admissions representative
Two (2) academic affairs staff representatives, selected by the Provost

Policy Reference
FPU-4.0012P tuition Residency Appeals

Undergraduate Curriculum Committee (UCC): Provost

The purpose of the UCC is to review all new and revised undergraduate curriculum proposals at the course and program level, discuss academic policies, where appropriate, and as provided by the academic policy committee or the Provost's Office, and provide advice on a range of curricular issues that impact the institution. The UCC takes an institutional view of curricular proposals, applying University standards, state rules, accreditation principles, and other standards and practices consistent with higher education quality and effectiveness. The UCC makes recommendations to the Provost, the Provost may approve changes that do not have a majority recommendation if necessary.

Meeting Frequency: As Needed

Committee Membership
University Registrar, Ex officio, Chair
Vice Provost of Academic Affairs, Ex officio
Vice Provost, Student Affairs, Ex officio (non-voting)
One (1) faculty representative from each academic department

Notes
The UCC is a university committee managed by the faculty governing body.
The University Registrar shall serve as chair of the committee.
The faculty governing body shall call for faculty representatives to serve on the committee from each academic department in effort to provide representation consisting of the faculty who "own" undergraduate curriculum, develop courses, and degrees, as relevant. Departments are responsible for putting forward their own representatives.
The UCC will review proposed changes in, additions to, and deletions from the undergraduate curriculum, course descriptions, and catalog information.

University Appeals Committee (Student Complaints)

This committee serves as the voice of the President in all student complaint matters where there is no existing appeal process for the matter in question. This is a final appeal process but is not to be used as a second appeal where existing appeal processes exist.

Members:

University Registrar (chair)
Two academic administrators, chosen by the Provost
One faculty department chair, chosen by the provost
One faculty member, chosen by the Provost
One staff member, chosen by VPFA
One Office of General Council Representative, non-voting

JOINTLY-MANAGED COMMITTEES

Student Technology Fee Committee: Provost / CIO

The University Student Technology Fee Committee administers the annual distribution of Student Technology Fee revenues. This Committee will administer the budget, review recommendations, and create necessary policies and procedures in order to govern the fees that will be applied to information technology for the University.

Meeting Frequency: Minimum of Once per semester during the Academic Year and as needed.

Committee Membership
Vice Provost of Academic Affairs, Ex officio (Chair)
Vice Provost of Student Affairs, Ex officio
ITS representative selected by the CIO
Director of Student Life, Ex officio
Two (2) Department Chairs, selected by the Provost
Faculty (1) representative, selected by the Provost
Faculty (1) representative, selected by the faculty governing body
Three (3) student representatives selected by SGA

Policy Reference
Section 1009.24(13), Florida Statutes
FPU-4.001 Tuition and Related Fees Schedule

CITF Committee: Provost / CFO

The Campus Improvement Trust Fund (CITF) is legislatively mandated as a source of capital funding that supports student-related facility projects. This committee, in consideration of the Facilities Plan, develops and recommends a list of projects for which to request CITF funds. The committee also receives, and reviews reports on CITF spending on a quarterly basis.

Meeting Frequency: Minimum of Once per semester during the Academic Year and as needed

Committee Membership
Vice Provost of Student Affairs, Ex officio (Chair)
Vice President of Facilities and Safety Services, Ex officio (or designee)
University Controller, Ex office (or designee)
SGA President
Student representative selected by the SGA President

Policy Reference
Section 1009.24, Florida Statutes
FPU-4.001 Tuition and Related Fees Schedule

Dining Services Committee: Provost / CFO

This committee reviews meal plans and works collaboratively with students to improve campus food service.

Meeting Frequency: Minimum of once per semester, more frequently as needed

Committee Membership
>   Assistant Vice President, Procurement & Auxiliary Enterprises, Ex officio (Chair)
>   Vice Provost of Student Affairs, Ex officio
>   Director of Student Affairs
>   Associate Director of Campus Wellness, Ex officio
>   SGA representative
>   Auxiliary Services representative, selected by the CFO

Transportation Committee: Provost / CFO

This a committee studies and makes recommendations regarding the student transportation program and the use of transportation fee funds.

Meeting Frequency: Minimum of Once per semester during the Academic Year and as needed

Committee Membership
>   Vice Provost of Student Affairs, Ex officio (Chair)
>   Auxiliary Services representative, selected by the CFO
>   Two (2) SGA representatives
>   Director Student Experience, Ex officio
>   Assistant/Associate Director Campus Recreation, Ex officio

Threat Assessment Team Committee: President / CFO

The Threat Assessment Team ("TAT") evaluates violent acts or threats which disrupt the operations of the University ("violent acts or threats"). The TAT may also assist in efforts to prevent workplace violence by providing training, education, or intervention and by fostering communication.

Meeting Frequency: Minimum of Once per semester during the Academic Year and as needed

Committee Membership
>   University Police Chief, Ex officio (Chair)
>   Associate Director of Campus Wellness Management, Ex officio
>   Vice Provost of Student Affairs, Ex officio
>   Assistant Vice President of University Relations, Ex officio
>   General Counsel representative, Ex officio (non-voting)
>   Human Resources representative, selected by the CFO

Policy Reference
>   FPU-6.0024P Workplace Violence

ADMINISTRATIVE COMMITTEES

Non-Academic Policies & Procedures Committee: President

University policies provide specific guidance and procedures in compliance with applicable state, federal and University regulations. The University Non-Academic Policy and Procedures Committee oversees the development of non-academic policies by circulating policies and soliciting comments from stakeholders, modifying policy drafts and approving policies and related procedures to direct and guide the operations of the University.

Meeting Frequency: Minimum of Monthly during the Academic Year, more frequently as needed

Committee Membership
- General Counsel representative, Ex-Officio (non-voting)
- Academic Affairs representative, selected by Provost
- ITS representative selected by the CIO
- Faculty representative, selected by faculty governing body
- Student Affairs representative, selected by Vice Provost of Student Affairs
- Finance representative, selected by the CFO
- Advancement representative
- Human Resources representative, selected by the CFO

Notes
- The chair of the Non-Academic Policy & Procedures Committee is appointed by the President or designee.
- The Non-Academic Policy & Procedures Committee will ensure proper distribution of proposed policies to university stakeholders for review and comment.

Policy Reference
- FPU-1.001P Policy Creation and Development Process- Non-academic

Accessibility Advisory Committee: President

The purpose of the Accessibility Advisory Committee is to help create an inclusive, welcoming campus environment that meets the needs of students, faculty, staff and visitors with disabilities at Florida Polytechnic University.

Meeting Frequency: Minimum of once per semester during the Academic Year, more frequently as needed

Committee Membership
Title IX and ADA Coordinator, Ex officio (Chair)
Coordinator Disability Services, Ex officio
Vice Provost of Student Affairs, Ex officio
Vice Provost of Academic Affairs, Ex officio
General Counsel, Ex officio (non-voting)
Human Resources representative, selected by the CFO
Technology Services representative, selected by the CFO
University Relations representative, selected by the President
Facilities and Safety Services representative, selected by the CFO

Faculty representative, selected by the Provost

Annual Employee Awards Committee: President (Human Resources)

The University Annual Employee Awards Committee is responsible to plan and implement the "Ablaze" annual employee awards celebration which recognizes the extraordinary professional contributions and quality service of our University staff and faculty and their integral role in advancing Florida Poly's mission.

Meeting Frequency: as needed

Committee Membership
- Chair, selected by President
- President's Office (2) representatives
- University Relations (2) representatives
- Human Resources representative
- Staff representative selected by President
- Faculty (2) representatives, selected by the Provost
- Institutional Research representative

Employee Activities Committee (EAC): President (Human Resources)

The purpose of the University Employee Activities Committee (EAC) is to coordinate and promote enjoyable and rewarding activities, programs, and services for Florida Polytechnic faculty, staff, and their families. Their mission is to facilitate employee interaction and enhance and sustain employee morale.

Meeting Frequency: as needed

Committee Membership
Chair, selected by the President
Seven (7) staff representatives selected by the President (should include representation from Main Campus, FL Poly South, and FIPR)
Two (2) faculty representatives, selected by the faculty governing body

HIV/AIDS Committee: President

The University Committee on HIV/AIDS is appointed by the President on an as needed basis and chaired by the Vice Provost of Student Affairs/designee to consider special problems related to HIV/AIDS that require University action.

Meeting Frequency: as needed.

Committee Membership
Vice Provost of Student Affairs or designee, Ex officio (Chair)
Associate Director Campus Wellness, Ex officio
Title IX Coordinator, Ex officio
Staff representative, selected by the President
Faculty representative, selected by Provost

Policy Reference
- FPU-1.0124AP HIV and AIDS Information

Student Fees Committee: President

The Increase in Student Fees Committee makes recommendation regarding increasing the A&S, health, athletic, or CITF fees. At least one-half of members are students appointed by the student body president. The remainder of the committee are appointed by the university president. A chairperson, appointed jointly by the university president and the student body president, votes only in the case of a tie. The recommendations of the committee take effect only after approval by the university president, after consultation with the student body president, with final approval by the university board of trustees.

Meeting Frequency: as needed.

Committee Membership
- Chair (non-voting, except in cases of a tie) – appointed jointly by University & SGA Presidents
- Vice Provost of Student Affairs, Ex officio
- Director of Student Experience, Ex officio
- Facilities and Safety Services representative, selected by the University President
- Finance representative, selected by the University President
- At least 50% student appointed by the SGA president

Policy Reference
- Section 1009.24, Florida Statutes

Clery Act Committee: CFO

The University Clery Act Committee is responsible to compile, develop, and disseminate the University's annual security report.

Meeting Frequency: Minimum of once per semester during the Academic Year, more frequently as needed

Membership

University Chief of Police, Ex officio (Chair)
Director of Student Life, Ex officio
Associate Director Campus Wellness, Ex officio
Title IX Coordinator, Ex officio
Office of General Counsel Representative, Ex officio
University Relations representative, selected by the President
Facilities and Safety Services Representative, selected by the CFO
One Faculty representative, selected by the Provost

Continuity of Operations Plan (COOP) Committee: CFO

The University Continuity of Operations Plan Committee is responsible to plan for emergency activity associated with natural and man-made events which may interrupt normal operations of the campus. The COOP Committee will work in concert with the National Incident Management System procedures and will work to make sure that our incident response materials and processes are appropriate and up to date.

Meeting Frequency: Minimum of once per semester during the Academic Year, more frequently as needed

Committee Membership (Core)

VP Finance and Administration, Chair

AVP of Facilities & Safety Services, Ex officio
AVP of University Relations, Ex officio
Vice Provost of Student Affairs, Ex officio
Technology Services representative, selected by the CIO
General Counsel representative, Ex officio
Faculty representative, selected by the faculty governing body

Committee Membership (Support)

Director, Auxiliary Enterprises (non-voting)
Associate Director, Health and Wellness, Ex officio (non-voting)
Technology Services representatives, selected by the CIO (non-voting)
FIPR representative, selected by the Provost (non-voting)
Human Resources representative, selected by the CFO (non-voting)
Facilities and Safety Services representative, selected by the CFO (non-voting)

Parking Committee: CFO

The Parking Committee provides input and recommendations on parking locations, fees, fines and systems. It also provides recommendations on student transportation, agreements, fees and rates.

Meeting Frequency: Minimum of once per Year, more frequently as needed

Committee Membership

Director of Auxiliary Enterprises, Ex officio (Chair)
Vice Provost of Student Affairs, Ex officio (or designee)
University Police Chief, Ex officio (or designee)
ADA Coordinator, Ex officio
Office of General Counsel representative
University Relations representative, selected by the President
Faculty representative, selected by faculty governing body
Facilities and Safety Services representative, selected by the CFO
Auxiliary Services representative, selected by the CFO
SGA representative, selected by SGA

Policy Reference

6C13-1.002 University Traffic Rules 9.19.14
6C13-1.003 Parking on University Property 3.4.18
6C13-1.004 Schedule of Parking Fees and Fines 3.4.18

Property Surplus Committee: CFO

The purpose of the University Surplus Property Committee is to establish and maintain a uniform process that will aid in certifying property as surplus and determining the best method for disposing of surplus property.

Meeting Frequency: as needed

Committee Membership

Director of Procurement, Ex officio (Chair)

Office of the General Counsel representative, Ex officio (non-voting)
Technology Services representative, selected by the CIO
Finance representative, selected by the CFO
One (1) Facilities & Safety Services representatives, selected by the CFO
Human Resources representative, selected by the CFO
Student Affairs representative, selected by the Vice Provost Student Affairs

Policy Reference
FPU-8.0041P Surplus Property Policy

Safety Committee: Provost/CFO

The purpose of the University Safety Committee is to conduct an ongoing systematic review of safety and security conditions throughout the University; to regularly review community safety/security concerns and evaluate accident and "near miss" incident reports; to promote safety through a comprehensive safety education/training program for all employees, students and visitors to university facilities; to promote compliance with federal/state/local regulations and industry standards regarding health and safety; and to make monthly recommendations to the President's Cabinet for the maintenance and improvement of a safe and healthy environment throughout the University and its affiliated properties.

Meeting Frequency: Minimum of once per semester during the Academic Year, more frequently as needed

Committee Membership
- Director, Facilities and Safety Services, Ex officio, Chair
- University Chief of Police, Ex officio
- Department Chair from Engineering program, Ex officio
- Office of the General Counsel representative, Ex officio
- Faculty Representative selected by the Provost
- Faculty Representative, selected by the faculty governing body
- FIPR Institute Representative, selected by the Provost
- Office of General Counsel Representative, non voting, chosen by the General Counsel

Academic Laboratories and safety subcommittee
- Director, Facilities and Safety Services, Ex officio, Chair
- Two Faculty representatives selected by the Provost that represents the undergraduate laboratory teaching function
- Two Faculty representatives selected by the Provost that represent the research laboratory function
- Student Affairs representative

Campus Operations and Safety subcommittee
- Director, Facilities and Safety Services, Ex officio, Chair
- Human Resources representative, selected by the CFO
- Vice Provost Student Affairs
- University Chief of Police
- Two (2) Technology Services representatives, selected by the CFO
- Office of General Counsel Representative, non voting, chosen by the General Counsel

Policy Reference
- Section 1009.24(13), Florida Statutes
- FPU-9.0042P Campus Environmental Health and Safety

Subcommittee on Drone Safety

In accordance with FPU-1.0033 Unmanned Aircraft Systems (UAS)/Model Aircraft, the subcommittee on drone safety is charged with reviewing program plans for safety and/or awareness considerations. This subcommittee of the University Safety committee is chaired by a representative of Facilities and Safety Services and is a voting member. Other members include the following:

Subcommittee Membership
Facilities and Safety Services representative, Ex officio, Chair, voting.
Office of the General Counsel representative, Ex officio, non-voting
A student representative, voting

Student Affairs representative, voting -- only at the discretion of the University Safety Committee

APPENDIX B

FLORIDA POLYTECHNIC UNIVERSITY FACULTY ASSEMBLY CONSTITUTION AND BYLAWS

CONSTITUTION

Article 1. Purpose

The purpose of the Florida Polytechnic University Faculty Assembly is to ensure effective shared governance between the university's administration and faculty in all matters related to instruction, curriculum and program development, faculty hiring, research, academic advising, and other areas related to the university's academic mission. The assembly provides a collegial forum for open communication among faculty and between faculty and administration and advises the administration in all academic matters. The assembly is committed to promoting academic freedom, academic rigor, constructive dialogue, and the professional development of the faculty. The assembly is also committed to furthering the university's mission to prepare 21st century learners in advanced fields of science, technology, engineering, and mathematics (STEM) to become innovative problem-solvers and high-tech professionals through interdisciplinary teaching, leading-edge research, and collaborative local, regional and global partnership.

Article 2. Membership

Voting members of the faculty include all full-time professors, instructors, and librarians. Non-voting members include part-time professors, adjunct instructors, visiting professors, administrators with faculty appointments, the university president, the provost, and the registrar. The faculty assembly may admit other categories of faculty as voting members via the ratification of bylaws.

Article 3. Officers

Section 1. Eligibility
To be eligible to serve as an officer in the faculty assembly, an individual must be a voting member of the assembly. See Article 2. An individual may not serve concurrently in more than one faculty assembly office.

Section 2. Terms of Service
The terms of service for all officers will extend from the day after the end of the spring semester's final exams to the last day of the spring semester's final exam two years after the beginning of their term.

Section 3. Offices
The membership shall, every two years, elect by secret ballot a chair-elect. Upon the completion of a two-year term as chair-elect, the chair-elect will become the chair. Upon the completion of a two-year term as chair, the chair will become the past-chair.

Section 4. Executive Council
The executive council will consist of all of the officers of the faculty assembly.

Section 5. Faculty Advisory Council
The officers of the faculty assembly will serve on the Faculty Advisory Council.

Article 4. The Faculty Advisory Council Department Representatives

Section 1. Definition
Each academic department will elect one representative to serve on the Faculty Advisory Council.

Section 2. Eligibility
To be eligible to serve as a Faculty Advisory Council department representative, an individual must be a voting member of the assembly. See Article 2. A Faculty Advisory Council Department representative may not concurrently serve as chair-elect, chair, or ex-chair. A Faculty Advisory Council Department representative may serve consecutive terms.

Section 3. Terms of Service
The terms of service for Faculty Advisory Council Department Representatives will extend from the day after the end of the spring semester's final exams to the last day of the spring semester's final exam one year after the beginning of their term.

Article 5. Referenda, Recall, and Overrule

Section 1. Referenda
A referendum on any faculty governance issue may be initiated by a majority vote of the Faculty Advisory Council or by petition of 30% of the voting membership. A referendum must be held within thirty days. During this period of time the Faculty Advisory Council shall guarantee ample opportunity for the pro and con arguments to be communicated to the membership. The membership shall resolve the issue through a fair and secret vote.

Section 2. Recall of Faculty Assembly Officers
A recall of a Faculty Assembly officer may be initiated by a majority vote of the Faculty Advisory Council or by petition of 30% of the voting membership. A recall election must be held within thirty days of one of these two actions. During this period of time the Faculty Advisory Council shall guarantee ample opportunity for the pro and con arguments to be communicated to the membership. The membership shall resolve the issue through a fair and secret vote.

Section 3. Recall of Faculty Advisory Council Department Representatives
A recall of a Faculty Advisory Council department representative may be initiated by a majority vote of the Faculty Advisory Council or by petition of 40% of that department's membership. A recall election must be held within thirty days of one of these two actions. During this period of time the Faculty Advisory Council shall guarantee ample opportunity for the pro and con arguments to be communicated to the membership from that department. That department's membership shall resolve the issue through a fair and secret vote.

Section 4. Overrule by Faculty Assembly
The Faculty Assembly may, by majority vote at a Faculty Assembly meeting at which a quorum is present, overrule any decision made by the Faculty Advisory Council.

Article 6. Amendment to the Bylaws

The Faculty Advisory Council, 20% of the Faculty Assembly voting members (by petition), or a majority of the attending members at any Faculty Assembly meeting may propose amendments to the bylaws. The proposed changes shall then be sent to the membership thirty days before a vote. Ratification of the proposed change(s) requires approval of a majority of those voting.

Article 7. Amendment to the Constitution

The Faculty Advisory Council, 30% of the Faculty Assembly voting members (by petition), or a majority of the attending members at any Faculty Assembly meeting may propose amendments to the constitution. The proposed changes shall then be sent to the membership thirty days before a vote. Ratification of the proposed change(s) requires approval of two-thirds of those voting.

Article 8. Compliance

The provisions of this Constitution shall not be construed in any manner so as to conflict with federal laws, the laws of the State of Florida, the policies of the Board of Governors of the State University System of Florida system, or the policies of the Board of Trustees.

FLORIDA POLYTECHNIC UNIVERSITY FACULTY ASSEMBLY BYLAWS

Article 1. Rules of Order

Section 1. Roberts Rules of Order, Revised, shall govern in all cases not governed by the Constitution and Bylaws.

Section 2. Quorum for the Faculty Advisory Council shall be a majority of the Faculty Advisory Council membership. If quorum is not achieved, business shall be deferred to a subsequent Council meeting. At that subsequent Council meeting, actions may be approved by a majority of the members of the Council who are present.

Section 3. Quorum for the Faculty Assembly will be 30% or more of voting members of the Faculty Assembly.

Article 2. Committees

Section 1.
Standing Committees shall be:
1. Undergraduate Curriculum Committee
2. Graduate Studies Committee
3. Committee on Committees
4. Faculty Handbook Committee
5. Academic Standards Committee
6. Faculty Professional Interests Committee

Section 2.
The chair with the consent of the Faculty Advisory Council may create special committees when needed. The chair shall determine if the membership of these committees is appointed or elected.

Article 3. Membership of the Standing Committees

Section 1: Undergraduate Curriculum Committee
The University Undergraduate Curriculum Committee is a university wide committee managed by the Faculty Assembly. The faculty membership shall consist of one representative from each academic department. The non- faculty members of the committee shall be as provided in the faculty handbook, as determined by consultation between the provost and the faculty.

Section 2: Graduate Studies Committee
The University Graduate Studies Committee is a university wide committee managed by the Faculty assembly. The faculty membership shall consist of one representative from each academic department directly associated with a graduate degree program or concentration thereof and one member representing the interests of other academic departments. The non-faculty members of the committee shall be as provided in the faculty handbook, as determined by consultation between the provost and the faculty.

Section 3: Committee on Committees
The membership of the Committee on Committees shall consist of three representatives serving on the Faculty Advisory Council, determined by the Faculty Advisory Council, and the Chair-Elect who will chair the committee.

Section 4: Faculty Handbook Revision Committee
The membership of the Faculty Handbook Revision Committee shall consist of the four members of the Faculty Advisory Council not serving on the Committee on Committees and the Past-Chair, who will chair the committee.

Section 5: Academic Standards Committee
The membership of the Academic Standards committee shall consist of one faculty member from each Academic Department Grouping defined for that year by the Committee on Committees.

Section 6: Faculty Professional Interests Committee
The membership of the Faculty Professional Interests committee shall consist of one faculty member from each Academic Department Grouping defined for that year by the Committee on Committees.

Article 4. Duties of the Standing Committees

Section 1: Undergraduate Curriculum Committee
The Undergraduate Curriculum Committee oversees all matters relating to undergraduate curriculum and instruction. The committee initiates, evaluates, monitors and recommends policies and procedures related to curricula and teaching techniques to the faculty and administration. The committee provides a directional force for the planning, development, approval, and implementation of new academic curricula; and for the review, evaluation, approval, and disposition of existing curricula.

Section 2: Graduate Studies Committee
The purpose of the University Graduate Studies Committee is to review and make recommendations as to academic policies and standards related to graduate curriculum including approval of any new graduate programs or major changes to existing programs, graduate program monitoring and evaluation, graduate admissions requirements, graduate teaching and research assistantships, criteria for and appointment to the graduate faculty and other matters of importance pertaining to graduate education and programs.

Section 3: Committee on Committees
1. Contingent on the approval of a majority of the Faculty Advisory Council, group existing academic departments in to Academic Department Groups for purposes of membership of standing committees not otherwise determined. The purpose is to keep committee size and the number of committee assignments held by individual faculty members manageable while assuring even representation of the perspectives of different departments on committees of the faculty. The groupings should take into consideration department size and similarity of disciplines.
2. Subject to approval of the Faculty Advisory Council, determine which faculty seats on university committees that are to be filled by Faculty Assembly election and which by appointment.
3. Solicit nominations for open committee seats to be filled by election.

4. Subject to approval of the Faculty Advisory Council, determine the process by which elections for open committee seats will proceed each academic year. All such elections must be by secret ballot. This process must be proposed to the Faculty Advisory Council by February 1 to allow for consideration, possible revisions, and approval of a final process by the opening of nominations on March 15.
5. Solicit faculty preferences for appointed committee seats.
6. Subject to approval of the Faculty Advisory Council, make appointments to university committee seats with the goal of balancing individual committee workloads and faculty preferences.
7. Ensure each committee selects a chair in a timely way where applicable.
8. Ensure information flows appropriately between the committees and the Faculty Assembly, the Faculty Advisory Council, and the academic departments.

Section 4: Faculty Handbook Revision Committee

Each year the Faculty Handbook Revision Committee will conduct a comprehensive review of the Faculty Handbook, solicit input from the faculty as a whole on the handbook through the Faculty Advisory Council department representatives, and prepare a list of suggested revisions which, with the approval of a majority of the Faculty Advisory Council, will be forwarded as recommendations to the University Academic Policies and Procedures Committee. This activity shall be conducted in accord with the timeline for the revision established in the Faculty Handbook.

Section 5: Academic Standards Committee

The Academic Standards Committee advised the administration and the faculty in order to ensure educational goals, standards, assessment, and outcomes are consistent with Florida Polytechnic University's mission. The committee initiates, evaluates, and recommends policies and procedures related to academic standards, suspensions, dismissals, grade appeals, and the awarding of academic honors and prizes.

Section 6: Faculty Professional Interests Committee

The Faculty Professional Interests Committee advises the administration and the faculty on matters of academic freedom, standards of professional faculty conduct, professional development, resources needs, evaluation, promotion, hiring, and related matters insofar as these matters affect the professional interests of the faculty.

Article 5. Duties of Officers, the Executive Council, and the Faculty Advisory Council

Section 1. Chair

1. The chair of the faculty assembly serves a two-year term. The chair may serve other terms but they may not be contiguous. In the event that the chair resigns or is unable to finish the term, the chair-elect becomes chair. The chair becomes the past-chair at the end of the chair's term. The chair has five primary areas of responsibility:
2. The chair convenes and presides over faculty assembly meetings.
3. The chair convenes and presides over faculty advisory council meetings.
4. The chair serves as a trustee on Florida Polytechnic University's Board of Trustees.
5. The chair communicates the concerns and goals of the faculty assembly to the administration in regular leadership meetings with the president and provost.
6. The chair calls and presides over meetings of the executive council.

Section 4. Chair-Elect

The chair-elect serves a two-year term. Any voting member of the faculty assembly may serve as the chair-elect except for the current chair. The chair-elect becomes the chair at the end of the chair-elect's term. The chair-elect convenes and presides over faculty assembly, faculty advisory, and executive council meetings when the chair is absent. The chair-elect attends regular leadership meetings with the president and the provost.

Section 5. Past-Chair
The past-chair serves a two-year term. The past-chair advices the chair on all matters pertaining to the chair's duties. The past-chair may attend regular leadership meetings with the president and provost.

Section 6. The Executive Council
The purpose of the executive council is to provide a forum for the officers of the faculty assembly to discuss matters and make decisions that do not require the consent of the full faculty assembly or the Faculty Advisory Council. These matters and decisions include, but are not limited to, setting the agenda for Faculty Advisory Council and Faculty Assembly meetings, cancelling or calling such meetings, and setting items to discuss with the administration. The council will meet as frequently as the chair deems necessary.

Section 7. The Faculty Advisory Council
The purpose of meetings of the Faculty Advisory Council is to discuss and vote on issues related to shared governance; to discuss, consider, and vote on proposals made by the standing committees; and to address other relevant issues that impact the faculty.

Article 7. Meetings

Section 1. Faculty Assembly
At least one Faculty Assembly meeting must be held during both the fall and spring semesters. The exact date should be fixed by the Faculty Advisory Council. Special meetings shall be called by the President within two weeks upon petition of at least 20% of the Faculty Assembly's members.

Section 2. Faculty Advisory Council
The Faculty Advisory Council shall hold regular meetings during the fall and spring semesters of the academic year at a frequency deemed necessary to conduct council business, but at least once per month. Special meetings may be called by the Chair or by a majority of the Faculty Advisory Council.

Section 3. Announcement
The officers of the Faculty Assembly will publicize Faculty Assembly and Faculty Advisory Council meetings at least one week prior to the meeting.

Section 4. Open Meetings
All Faculty Assembly and Faculty Advisory Council meetings are open to interested members of Florida Polytechnic University's administration, staff, and students.

Article 8. Elections

Section 1. Regular Elections
   a. Elections for the chair, Faculty Advisory Council department representatives, and standing committee members to begin service during the summer preceding the next academic year must be held by the last day of classes but no earlier than April 1. The chair, in consultation with the executive council, will schedule the elections.
   b. The chair will solicit nominations for chair, Faculty Advisory Council department representatives, and committee members beginning on March 15. Nominations will continue until the day before the meeting at which voting will occur. Any member of the assembly may nominate. Self-nominations will be accepted.
   c. Voting for chair
      i. Voting will take place in a Faculty Assembly meeting.
      ii. Voting will be by secret ballot.
      iii. Votes will be counted immediately. Vote counting will be undertaken by the members of the Executive Council with the assistance of any voting member the chair might wish to designate. Vote counting will take place in full view of the assembled faculty.

      iv.   To be elected chair-elect a candidate must receive a majority of the votes cast for the given position. If no candidate receives a majority in the first ballot, runoffs will be held immediately between the two candidates receiving the most votes. If a tie means that three or more candidates finish in the top two positions, all these candidates will be included in the runoff election. If a tie persists after three rounds of voting, the winner will be determined by coin toss.

  d. Voting for committee members
      i.   The process for voting for committee members will be determined by the Committee on Committees.
      ii.   All such elections must be by secret ballot.

  e. Voting for Faculty Advisory Council department representatives
      i.   Voting will take place in a department meeting convened either by the department chair or by the Faculty Advisory Council for the purpose of this vote.
      ii.   Voting will be by secret ballot.
      iii.   Votes will be counted immediately. Vote counting will be undertaken by at least two members of the department. Vote counting will take place in full view of department members. Any member of the department may inspect the ballots.
      iv.   To be elected a candidate must receive a majority of the votes cast. If no candidate receives a majority in the first ballot, runoffs will be held immediately between the two candidates receiving the most votes. If a tie means that three or more candidates finish in the top two positions, all these candidates will be included in the runoff election. If a tie persists after three rounds of voting, the winner will be determined by coin toss.

Section 2. Special Elections

  a. Chair-elect and Committee Seats

If an office or committee seat is left vacant, the chair will call a special election to fill the remainder of the vacant office or committee seat's term provided at least four months remain in the term. This special election will be held at the next regularly scheduled faculty assembly meeting, and nominations will be solicited beforehand. Nominations must be open for at least one week prior to the vote. If the period between the vacating of the office and the next regularly scheduled faculty assembly meeting is less than a week, the special election will be held at the second regularly scheduled faculty assembly meeting after the office is vacated. Voting during a special election should follow the rules laid out in Article 8, Section 1.

  b. Faculty Advisory Committee Department Representative

If a Faculty Advisory Committee department representative seat is left vacant, the chair will call a special election to fill the remainder of the vacant seat's term provided at least four months remain in the term. This special election will be held at a department meeting called by the chair or the chair of the Faculty Assembly. Nominations must be open for at least one week prior to the vote. Voting during a special election should follow the rules laid out in Article 8, Section 1.

Academic Committees

Academic Policies & Procedures Committee
Members

- Vice Provost of Academic Affairs, Ex officio, Chair
- Vice Provost of Student Affairs, Ex officio
- ~~Chair of the faculty governing body, Ex officio~~
- University Registrar, Ex officio
- General Counsel representative, Ex officio (non-voting)
- Two (2) faculty representatives, selected by the faculty governing body, two year terms staggered ending dates
- Two (2) faculty representatives out of a pool of four nominated by the faculty governing body and selected by the Provost, two year terms staggered ending dates
- Department Chair, selected by the Provost

Academic Program Review Committee
Members

- Vice Provost of Academic Affairs, Ex officio, Chair
- Two (2) faculty representatives, selected by the faculty governing body
- Library representative, selected by the Provost
- One academic Department Chair, selected by the Provost

Admissions Appeals Committee
Members

- Vice Provost of Student Affairs or Provost Designee, Ex officio and Chair
- ~~Vice Provost of Academic Affairs, Ex officio~~
- ~~General Counsel representative, Ex officio (non-voting)~~
- Vice Provost of Enrollment Management, Ex officio
- ~~Admissions representative chosen by Vice Provost of Enrollment Management~~
- ~~Student Affairs representative Chosen by the Vice provost Student Affairs~~
- University Registrar representative chosen by the University Registrar
- Faculty representative, selected by the faculty governing body
- Faculty representative, selected by the Provost

Collections Advisory Committee
Members

- Vice Provost Student Affairs, Ex officio, Chair or designee
- Vice Provost Academic Affairs, Ex officio
- Two faculty, selected by the faculty governing body
- Two Department Chairs, selected by the Provost

Financial Aid Appeal Committee
Members

- Director of Financial Aid, Ex officio, Chair
- Vice Provost, Enrollment Management, Ex officio
- ~~General Counsel representative, Ex officio (non-voting)~~
- ~~Two (2)~~ Finance representative~~s~~, selected by the CFO
- Admissions representative, selected by Vice Provost Enrollment Management
- Student Affairs representative, selected by Vice Provost Student Affairs
- Registrar's Office representative, Selected by University Registrar
- Faculty representative, selected by the faculty governing body

Financial Aid Policy Committee
Members

Vice Provost Enrollment Management, Ex officio, Chair (or designee)
Vice Provost Academic Affairs, Ex officio
Two Department Chairs, selected by the Provost

Graduate Studies Committee
Members

·	Graduate Division Director, Ex officio, Chair (or Provost designee)
·	University Registrar, Ex officio
·	Vice Provost of Academic Affairs, Ex officio
·	One (1) faculty representative from each academic department directly associated with a graduate degree program or track.
One (1) faculty representative from FRC.	

Honorary Degree Committee
Members

·	Provost/designee, Ex officio, Chair
·	Vice President of Advancement, Ex officio
·	Office of President representative, selected by the President
·	Three (3) faculty representatives, selected by the faculty governing body

Institutional Effectiveness Committee
Members

·	Vice Provost of Academic Affairs or Provost Designee, Ex officio, Chair
Two (2) Academic Affairs representatives, selected by the Provost	
Staff representative (non-academic department), selected by the CIO	
Finance representative, selected by the CFO	
Academic Subcommittee	
·	Vice Provost of Academic Affairs or Provost Designee, ChairEx officio
·	Two (2) faculty representatives, selected by the faculty governing body
·	One (1) faculty representatives, selected by the Provost
One Academic Affairs Staff member, selected by the Provost	
·	One ~~Two~~ Department Chair~~s~~ selected by the Provost
Administrative Subcommittee	
·	Vice Provost of Academic Affairs or Provost Designee , ~~ChairTwo (2) Academic Affairs representatives, selected by the VPAA or SACSCOC Liaison in consultation with Provost~~
Two (2) Academic Affairs representatives, selected by the Provost	
·	Staff representative (non-academic department), selected by CIO ~~the VPAA or SACSCOC Liaison in consultation with appropriate Vice President or supervisor.~~
·	Finance representative, selected by the CFO
Foundation representative, selected by the Executive Director of the Foundation	

Leaership Council
Members

Vice Provost of Student Affairs or Provost designee, Ex officio, Chair
Associate Vice Provst Student Success, Ex officio
Director of Career Services, Ex officio
Department Chair, selected by the Provost
Student Affairs representative, selected by the Vice Provost of Student Affairs

Mitigating Circumstances Committee
Members

·	Provost/designee, Chair
At least four members to include a representative from:	
·	Academic Affairs, selected by the Provost
·	Student Affairs, selected by the Provost
·	~~Office of~~ Financial Aid, selected by the Provost
·	~~Bursar's Office~~, Student Business Services or Finance, selected by the CFO

Performance Review of Institutes and Centers Committee
Members

·	Chair, appointed by Provost
·	Institute representative chosen by the institute leadership
·	At least one faculty member from the Academic Department most closely affiliated with the Institute or Center chosen by the Department chair
·	Institutional Research representative chosen by the Provost
·	Finance representative appointed by the CFO
·	At-large member, Provost appointee

Proposal Review of Institutes and Centers Committee
Members
·   Chair, appointed by Provost
·   Proposed Institute representative
·   Provost appointees, at least 3 members
·   Institutional Research representative

~~Academic Review Board Committee~~
~~**Members**~~
~~·   Vice Provost (1), appointed by Provost (Chair of Committee)~~
~~·   Department Chair, appointed by Provost~~
~~·   Faculty-at-large members (2), appointed by Provost~~

~~Readmission Committee~~
~~**Members**~~
~~·   University Registrar, Chair, Ex officio~~
~~·   Vice Provost of Academic Affairs, Ex officio~~
~~·   Associate Vice Provost Student Success~~
~~·   Up to two Department chairs appointed by the provost (minimum of one chair present for committee meetings)~~
~~·   Up to three Faculty members at large appointed by the provost (minimum of one faculty member present for committee meetings).~~

Academic Progress and Retention Committee
Members
University Registrar, Ex officio, Chair
Vice Provost of Academic Affairs or Provost designee, Ex officio
Associate Vice Provost Student Success, Ex officio
Up to two (2) Department chairs, appointed by the Provost
Up to three (3) Faculty members at large, appointed by the Provost

Review of Student Disciplinary System and SCC Committee
Members
·   Chair, appointed by Provost
·   Vice Provost of Student Affairs, Ex officio
·   Vice Provost of Academic Affairs, Ex officio
·   General Counsel representative, Ex officio (non-voting)
·   ~~One~~ faculty member, selected by the faculty governing body
·   ~~One~~ faculty member, selected by the Provost
·   Student Affairs representative selected by the VPSA
~~·   Five students, nominated by SGA~~
Chief Justice of SGA (or designee)
SGA President (or designee)
One student, appointed by Vice Provost Student Affairs

Student Academic Grade Appeals Committee
Members
·   Vice Provost of Academic Affairs, Chair, Ex officio, non-voting
·   Vice Provost of Student Affairs, Ex officio, non-voting
·   At least 3 and not more than 5 faculty members, appointed by Provost or designee
·   Two (2) students, appointed by VPSA

Tuition & Fee Appeals Committee
Members
Core
~~·   Assistant Director, Treasury Management (Chair), Ex officio~~
~~·   Director, Financial Aid, Ex officio~~
·   University Registrar, Ex officio
·   General Counsel representative, Ex officio (non-voting)
Senior Manager, Student Business Services, Ex officio

Associate vice Provost of Student Success
Support
Director of Auxiliary Enterprises, Ex officio (non-voting)
Director of Housing Operations and Residence Life (non-voting)
Associate University Registrar (non-voting)
·   ~~Admissions representative~~
·   ~~Student Affairs representative~~
·   ~~Academic Success Center representative~~
·   ~~Faculty representative, selected by the faculty governing body~~

Tuition Residency Appeals Committee
Members
·   Chair, University Registrar, Ex officio
·   Financial Aid representative, by VP Enrollment
·   Admissions representative, by VP Enrollment
·   Two (2) academic affairs staff representatives, selected by the Provost
·   ~~Other (1), selected by the Provost~~

Undergraduate Curriculum Committee
Members
·   University Registrar, Ex officio, Chair
·   Vice Provost of Academic Affairs, Ex officio
Vice Provost, Studnt Affairs, Ex officio (non-voting)
·   ~~Associate Vice Provost, Student Success (non-voting)~~
·   ~~Institutional Research representative (non-voting)~~
·   One (1) faculty representative from each academic department, selected by the department

University Appeals Committee (Student Complaint) (FPU 3.0031P)
Members
·   University Registrar, Ex officio, Chair
Two Academic Adminstrators, chosen by the Provost

One faculty department chair, chosen by the provost

One faculty member, chosen by the Provost

One staff member, chosen by VPFA

One Office of General Council Representative, non-voting

~~Student Grievance Committee (FPU 3.0031P)—NEW COMMITTEE~~
~~**Members**~~

~~Registrar Appeals Committee—NEW COMMITTEE~~
~~**Members**~~

Jointly-Managed Committees

Student Technology Fee Committee

Members

- Vice Provost of Academic Affairs, Ex officio, Chair
- Vice Provost of Student Affairs, Ex officio

ITS representative, selected by the CIO

- ~~Chief Information Officer, Ex officio~~
- Director of Student Experience ~~Student Life~~, Ex officio
- ~~General Counsel representative, ex officio (non-voting)~~
- ~~Finance representative, selected by the CFO~~
- Two (2) Department Chairs, selected by the Provost
- Faculty ~~(1)~~ representative, selected by the Provost
- Faculty ~~(1)~~ representative, selected by the faculty governing body
- Three (3) student representatives selected by SGA

CITF Committee

Members

Vice Provost of Student Affairs, Ex officio, Chair

Assistant Vice President of Facilities and Safety Services, Ex officio (or designee)

University Controller, Ex officio (or designee)

SGA President

SGA Vice President

Dining Services Committee

Members

- ~~Assistant Vice President, Procurement &~~ Director of Auxiliary Enterprises, Chair, Ex officio
- Vice Provost of Student Affairs, Ex officio

Director of Student Experience

- Associate Director of Campus Wellness, Ex officio
- ~~Office of General Counsel representative, Ex officio (non-voting)~~
- SGA representative
- Auxiliary Services representative, selected by the CFO
- ~~Finance representative, selected by the CFO~~

Transportation Committee Committee

Members

- Vice Provost of Student Affairs, Ex officio, Chair
- Director of Auxiliary ~~Services~~ Enterprises, Ex officio ~~representative, selected by the CFO~~
- Two (2) SGA representatives, selected by SGA President
- ~~Others as designated by Vice Provost for Student Affairs~~

Director of Student Experience, Ex officio

Assistant Director Campus Recreation, Ex officio

Threat Assessment Team Committee

Members

- University Police Chief, Ex officio, Chair
- Associate Director of Campus Wellness, Ex officio
- Vice Provost of Student Affairs, Ex officio
- Assistant Vice President of University Relations, Ex officio
- General Counsel representative, Ex officio (non-voting)
- ~~Human Resources representative, selected by the CFO~~ Associate Vice President of Human Resources, Ex officio

Administrative Committees

Non-Academic Policies & Procedures Committee

Members

- General Counsel representative, Ex-Officio (non-voting)
- Academic Affairs representative, selected by Provost
- Faculty representative, selected by faculty governing body
- Student Affairs representative, selected by Vice Provost of Student Affairs
- Finance representative, selected by the CFO
- Advancement representative, selected by the Vice President of Advancement
- Human Resources representative, selected by the CFO

ITS representative, selected by the CIO

Accessibility Advisory Committee

Members

- Title IX and ADA Coordinator, Ex officio, Chair
- Coordinator Disability Services, Ex officio
- Vice Provost of Student Affairs, Ex officio
- Vice Provost of Academic Affairs, Ex officio
- General Counsel, Ex officio (non-voting)
- Human Resources representative, selected by the CFO
- ~~Technology Services~~ ITS representative, selected by the ~~CFO~~ CIO
- University Relations representative, selected by the President
- Facilities and Safety Services representative, selected by the CFO
- Faculty representative, selected by the Provost

University Building Official, Ex officio

Annual Employee Awards Committee (ABLAZE)

Members

- Chair, selected by President
- President's Office (2) representatives, selected by the President
- University Relations (2) representatives, selected by the President
- Human Resources representative, selected by the CFO
- Staff representative selected by President
- Faculty (2) representatives, selected by the Provost
- Institutional Research representative, selected by the Provost

~~Campus Community Committee~~

~~Members~~

- ~~General Counsel representative, Ex officio~~
- ~~Staff representative, selected by the President~~
- ~~University Relations representative, selected by the President~~
- ~~Two (2) faculty representatives, selected by faculty governing body~~
- ~~Student representative, selected by SGA~~
- ~~Student Affairs representative, selected by the Provost~~
- ~~Academic Affairs representative, selected by the Provost~~
- ~~Academic Support Center representative, selected by the Provost~~
- ~~Human Resources representative, selected by the CFO~~

Employee Activities Committee (EEC)

Members

- Chair, selected by the President
- Seven (7) staff representatives selected by the President (should include representation from ~~Main Campus, FL Poly South, and FIPR~~ all campus locations, as applicable)
- Two (2) faculty representatives, selected by the faculty governing body

HIV / AIDS Committee

Members

- Vice Provost of Student Affairs or designee, Ex officio, Chair
- Associate Director Campus Wellness, Ex officio

Associate Vice President of Human Resoucrs, Ex officio
·   Title IX Coordinator, Ex officio
·   Staff representative, selected by the President
·   Faculty representative, selected by Provost

Student Fees Committee
Members
·   Chair (non-voting, except in cases of a tie) – appointed jointly by University & SGA Presidents
·   Vice Provost of Student Affairs, Ex officio
·   Director of Student Experience ~~Life~~, Ex officio
·   Facilities and Safety Services representative, selected by the ~~University President~~ CFO
·   Finance representative, selected by the ~~University President~~ CFO
·   ~~At least 50% student~~ Equal student-to-staff members, appointed by the SGA president

Clery Act Committee
Members
·   University Chief of Police, Ex officio
·   Director of Student Experience ~~Life~~, Ex officio
·   Associate Director Campus Wellness, Ex officio
·   Title IX Coordinator, Ex officio
·   ~~Office of~~ General Counsel Representative, Ex officio
·   University Relations representative, selected by the President
·   Facilities and Safety Services Representative, selected by the CFO
·   ~~One~~ Faculty representative, selected by the Provost

Continuity of Operations Plan (COOP) Committee
Members
Core
·   AVP of Facilities & Safety Services, Ex officio
·   AVP of University Relations, Ex officio
·   Vice Provost of Student Affairs, Ex officio
·   Faculty representative, selected by the faculty governing body
Vice President of Administration and Finance, Ex officio, Chair
Vice President and General Counsel, Ex officio (or designee)
Vice President and CIO, Ex officio (or designee)
University Risk Manger, Ex officio
Support
·   ~~AVP of Procurement &~~ Director of Auxiliary Enterprises, ~~Ex officio~~ (non-voting)
·   Associate Director, Health and Wellness, Ex officio (non-voting)
·   ~~Two (2) Technology Services~~ ITS representatives, selected by the ~~CFO~~ CIO (non-voting)
·   FIPR representative, selected by the Provost (non-voting)
·   Human Resources representative, selected by the CFO (non-voting)
·   Facilities and Safety Services representative, selected by the CFO (non-voting)
Finance representative selected by the CFO (non-voting)
·   ~~General Counsel representative, Ex officio~~
·   ~~Lab Technician, selected by the Provost~~
·   ~~Chief of Police (Chair), Ex officio~~

Parking Committee
Members
·   ~~AVP of Procurement &~~ Director of Auxiliary Enterprises, Ex officio, Chair
·   Vice Provost of Student Affairs, Ex officio (or designee)
·   University Chief of Police, Ex officio (or designee)
·   ADA Coordinator, Ex officio
·   Office of General Counsel representative, selected by VP & General Council
·   University Relations representative, selected by the President
·   Faculty representative, selected by faculty governing body
·   Facilities and Safety Services representative, selected by the CFO
·   Auxiliary Services representative, selected by the CFO
·   SGA representative, selected by SGA President

Property Surplus Committee
Members
· ~~AVP of~~ Director of Procurement ~~& Auxiliary Enterprises,~~ Ex officio, Chair
· ~~Office of the~~ General Counsel representative, Ex Officio (non-voting)
· ~~Technology Services~~ ITS representative, selected by the ~~CFO~~ CIO
· Finance representative, selected by the CFO
· ~~Two (2)~~ Facilities & Safety Services representatives, selected by the CFO
· Human Resources representative, selected by the CFO
· Student ~~Development~~ Affairs representative, selected by the Vice Provost Student Affairs
· ~~University Lab Technician, selected by the Provost~~
· ~~Faculty representative, selected by the faculty governing body~~

Safety Committee
Members
Committee Membership
• Director, Facilities and Safety Services, Ex officio, Chair
• University Chief of Policy, Ex officio
• Department Chair from Engineering program, Ex officio
• ~~Division Director for Science, Arts, and Mathematics or designee (Ex officio)~~
• ~~Office of the~~ General Counsel representative, Ex officio
• Faculty Representative, selected by the faculty governing body
• FIPR Institute Representative, selected by the Provost
Fire Safety Inspector / Emergency Management Officer, Ex officio
University Risk Manger, Ex officio (non-voting)
Facutly representative, selected by the Provost
Academic Laboratories and safety subcommittee
Director, Facilities and Safety Services, Ex officio, Chair
Fire Safety Inspector/Emergency Management Officer, Ex officio
Two (2) Faculty representatives, selected by the Provost that represents the undergraduate laboratory teaching function
Two (2) Faculty representatives, selected by the Provost that represent the research laboratory function
Student Affairs representative
Campus Operations and Safety subcommittee
Director, Facilities and Safety Services, Ex officio, Chair
Fire Safety Inspector/Emergency Management Officer, Ex officio
Human Resources representative, selected by the CFO
Vice Provost Student Affairs
University Chief of Police (or designee)
Two (2) Technology Services representatives, selected by the CIO
Subcommittee on Drone Safety
Facilities and Safety Services representative, Ex officio, Chair
General Counsel representative, Ex officio (non-voting)
Student representative, selected by SGA President
Student Affairs representative, selected by the Vice Provost of Student Affairs, (voting - only at the discretion of the University Safety Committee)
• ~~University Lab Technician, selected by the Provost~~
• ~~Student Affairs representative~~
• ~~Facilities & Safety Services representative, selected by the CFO~~
• ~~Auxiliary Services representative, selected by the CFO~~
• ~~Two (2) Technology Services representatives, selected by the CFO~~
• ~~Human Resources representative, selected by the CFO~~
• ~~University Relations representative, selected by the President~~