

FLORIDA
POLYTECHNIC
UNIVERSITY

BOARD OF TRUSTEES

ACADEMIC & STUDENT AFFAIRS COMMITTEE MEETING

Wednesday, September 7, 2016
1:00 p.m. Eastern Standard Time
(Or upon adjournment of the Governance Committee meeting)

Florida Polytechnic University
Admissions Center
4700 Research Way
Lakeland, FL 33805

Conference Line: 1-888-670-3525 & Participant Code: 5879779062#

Dr. Sandra Featherman, Chair
Rear Admiral Philip Dur

Dr. Richard Hallion, Vice-Chair
Veronica Perez-Herrera

Dr. Christina Drake
Bob Stork

AGENDA

- | | | |
|------|---|---------------------------------|
| I. | Call to Order | Dr. Sandra Featherman,
Chair |
| II. | Roll Call | Maggie Mariucci |
| III. | Public Comment | Dr. Sandra Featherman,
Chair |
| IV. | Approval of June 2, 2016 Minutes (Pg. 3-13)
Action required | Dr. Sandra Featherman,
Chair |
| V. | Provost's Update | Dr. Elhami Nasr |
| VI. | 2016-2017 Academic Calendar Amendment -
Graduation Addition (Pg. 14-18)
Action required | Heather Howell |
| VII. | 2018-2019 Academic Calendar (Pg. 19-23)
Action required | Heather Howell |

- VIII. [Fall 2016 Admissions and Enrollment Update](#) (Pg. 24-38) Scott Rhodes
- IX. [Student Services Update](#) (Pg. 39-47) Dr. Steve Warner
- X. [Internships and Academic Success Center Update](#)
(Pg. 48-57) Dr. Kathryn Miller
- XI. Closing Remarks and Adjournment Dr. Sandra Featherman,
Chair

DRAFT

**FLORIDA POLYTECHNIC UNIVERSITY
BOARD OF TRUSTEES
ACADEMIC AND STUDENT AFFAIRS COMMITTEE
MEETING MINUTES
Circle B Bar Reserve
4399 Winter Lake Road
Lakeland, FL 33803
June 2, 2016 @ 9:00 AM**

I. Call to Order and Roll Call

Chair Sandra Featherman called the Academic and Student Affairs Committee meeting to order at 9:10 a.m.

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

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

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

II. Public Comment

There were no requests received for public comment.

III. Approval of Minutes

Trustee Richard Hallion made a motion to approve the Academic and Student Affairs Committee meeting minutes of March 16, 2016. Trustee Christina Drake seconded the motion; a vote was taken, and the motion passed unanimously.

IV. Provost's Update

Dr. Elhami Nasr provided an update from the Provost's Office.

A. Enrollment

- The University concluded the Spring semester well with 94% full-time enrollment.
- Average enrollment: 14 credit hours
- Student to faculty ratio: 18:1
- Average class size: 23 students
- There are over 500 students enrolled for Summer 2016.

Dr. Nasr reported the state requires students attend 30 credits hours per year, of which 9 credit hours must be taken during the Summer term. The University is working closely with faculty and advisors to offer the appropriate courses in the necessary sequence to enable students to meet the state requirements and graduate in four years.

For Fall 2016, Florida Poly will be offering approximately 109 courses with 289 sections, with additional sections being offered if necessary. There are 22 courses being offered in General Education with 115 sections. Additionally, evening courses are being offered to accommodate student need.

Dr. Nasr also reported retention is high. Calculus I remains the focus of discussion. With the help of the Academic Success Center, student progress in Calculus I is being watched closely in order to avoid students dropping the course and thereby complicating their progression. A curriculum committee meets regularly to discuss the quality of courses being offered and the relationship between faculty and students.

Dr. Nasr stated the first Advisory Board meeting will be held next semester.

B. Faculty

Dr. Nasr reported approximately 100 phone interviews with potential faculty have taken place, with 43 on-site interviews. This has produced a “catch rate” of 43%. There were 28 recommendations from the faculty hiring committee and 20 candidates have signed contracts.

There are currently 39 full-time faculty and 24 adjunct faculty. The University would like to hire 7 additional full-time faculty prior to the Fall 2016 semester.

Trustee Sandra Featherman inquired about the likelihood of hiring 6-7 new faculty prior to the Fall semester. Dr. Nasr stated it is not very likely; however, President Avent mentioned that the University is looking at a few other options.

C. Grants

Dr. Nasr reported the faculty continue to remain very active in this area while broadening their research.

D. Partnerships

Dr. Nasr stated Florida Poly continues to work very closely to develop relationships with industry in order to produce possible internships for students.

Florida Poly is also working to develop articulation agreements. The University is close to signing a MOU with Miami Dade College. Other area universities are also being considered.

E. ABET Accreditation

Dr. Nasr reported Florida Poly will be applying for ABET accreditation as soon as the University achieves full SACSCOC accreditation. Dr. Nasr stated ABET accredits programs, not institutions.

Trustee Sandra Featherman inquired what areas of ABET accreditation will Florida Poly seek. Dr. Nasr stated Florida Poly will seek ABET accreditation for all engineering programs.

Trustee Frank Martin asked about the timeline for ABET accreditation. Dr. Nasr stated the process normally takes about 18 months. Applications must be submitted by November 1 each year. Dr. Nasr reiterated Florida Poly will apply for ABET accreditation as soon as full SACSCOC accreditation is achieved.

President Avent stated some program modifications may need to occur once SACSCOC accreditation is achieved in order to meet ABET accreditation requirements.

Trustee Frank Martin asked about the number of programs Florida Poly will be seeking ABET accreditation. Dr. Nasr indicated the University will be applying for the following:

- Mechanical Engineering
- Computer Engineering
- Electrical Engineering
- Computer Science

F. Courses

Trustee Bob Stork inquired if Florida Poly offers online courses. Dr. Nasr stated the University does not currently offer online courses because doing so requires a completely different accreditation. However, some resources for courses are offered to students online at faculty discretion (i.e. recorded sessions), but no courses are delivered 100% online.

Trustee Philip Dur asked if trustees can view a recorded lecture online. Dr. Nasr stated due to academic freedom, permission to do so must be requested of individual faculty. Maggie Mariucci indicated the University would be happy to assist in that process if needed.

V. Admissions Update

Scott Rhodes provided the Committee with an update on enrollment services.

A. Undergraduate Fall 2016

- 96% to goal in applications (1800)
- 95% to goal in admits (1275)
- 96% to goal in deposits (585)

1. Application Trends

Applications for transfer students and first time in college (FTIC) students are down. This is due to the discontinuation of fee waivers in 2015, transferability of credits (primarily due to the lack of articulation agreements), and low achieving students have stopped applying.

2. Complete Application Trends

Completed applications for FTIC students are up, primarily due to freshmen self-reporting.

3. Admit Trends

Overall, admit trends are up, primarily due to email marketing efforts of the Admissions staff. Florida Poly continues to see the same academic quality in admits.

4. Deposit Trends

Deposits are up due to the outstanding follow-up efforts of the Admissions staff (calls, text messaging, and email).

B. Graduate Fall 2016

- 110% to goal in applications (135)
- 88% to goal in admits (26)
- 87% to goal in deposits (17)

C. Other Enrollment Services Highlights

Scott Rhodes reported Florida Poly has enrolled two Fulbright scholars from Germany who will begin attending classes Fall 2016.

1. Financial Aid

- Federal Aid application – Application will be submitted as soon as Florida Poly receives candidacy (June 17, 2016)
- Federal policies and procedures – Being created/updated
- Onboarding and training of new staff member – Added to assist with the processing of federal aid

2. International Affairs Efforts

- Study abroad planning – Two programs are being planned (Ireland and Brazil).
- Fulbright expansion – Florida Poly is currently speaking with Canada, Ireland, India, China, and Vietnam.

- International research opportunities – A delegation from Morocco recently visited Florida Poly and mutual areas of interest were determined which will be explored in the coming months.
- English Language School (ELS) launch – The University hopes to have 4-5 students conditionally admitted to both the ELS and Florida Poly in Fall 2016.

D. Enrollment Management Committee

Scott Rhodes reported this committee was formed by President Avent to focus on enrollment management. Representatives from Admissions, Student Services, Academic Success Center, Marketing and Communications, faculty, IT, IR, Registrar, External Affairs, and Government Relations are members of this committee. The primary areas of focus are:

1. Retention

Florida Poly must meet a mandate of 1244 FTE for Fall 2016. This involves areas such as:

- Recruitment
- Academic Success
- Student Life

2. Workday (SIS) – Student Information System

The student portion of Workday will come onboard in 2017.

Trustee Philip Dur asked about the percentage of out-of-state applications. Scott Rhodes stated out-of-state/international applications represent approximately 10% of all applications.

Trustee Dur inquired regarding the mean ACT/SAT/GPA scores for the incoming freshmen for Fall 2016. Scott Rhodes reported the average GPA for incoming freshmen is approximately 3.9, while the average ACT score is 26-27, and the average SAT score is 1200 (verbal and math only). President Avent indicated Florida Poly has done a great deal of analysis regarding the predictability of these scores and has found the SAT score has the least degree of predictability of success, while the ACT score is a better predictor. President Avent stated literature indicates predictability of success is more about GRIT, how badly the student wants to succeed, rather than test scores. Florida Poly is looking into having applicants take the GRIT test.

Trustee Dur asked if Florida Poly is looking at the possible differences in applicants based upon school districts from which they graduate. Scott Rhodes stated this information is available. Scott also noted Admissions will be conducting a study this summer to determine students from which schools' students have been successful at Florida Poly.

Trustee Sandra Featherman noted as a state-funded university, Florida Poly has an obligation to taxpayers. Trustee Featherman stated she would prefer to see Florida Poly have a “high gate” for getting out and some flexibility getting in. President Avent stated the University plots academic quality and is striving to get better about predicting student success.

Trustee Philip Dur stated Florida Poly should admit students into programs where they will succeed, not only as students, but are marketable, in part, because of the reputation of the institution.

Trustee Henry McCance asked if analysis has been done to determine the yield between deposited students and admitted students, where Florida Poly is losing students, and if there is a pattern to why they do not attend. Scott Rhodes stated an Admitted Student Questionnaire went out each May the past three years as an assessment tool. The results from the questionnaire indicate Florida Poly is losing students to some of the larger universities (i.e. University of Florida and University of Central Florida). However, on the positive side, Florida Poly is winning against universities such as MIT and Georgia Tech. Across the board, the larger state universities and engineering schools are Florida Poly’s biggest competition.

Trustee Sandra Featherman stated Florida Poly’s yield should be affected positively by accreditation due to the availability of federal aid and scholarships.

VI. Student Services Update

Dr. Steve Warner, Vice Provost for Student Affairs, provided a Student Services update.

A. Orientation/Move-In Day

- Summer Orientation sessions will take place June 11, 15, 18, and 22. Currently, there are 373 students registered among 7 orientation groups.
- Math Boot Camps will be conducted June 12, 14, 19, and 21. Currently, there are 195 students registered. Boot Camp helps students get ready for classes, primarily Calculus I.
- The move in date for students is August 17.
- Welcome Week is August 18-27 with many activities planned to assist students in becoming acclimated to the campus.
- Classes begin Monday, August 29.

B. Student Housing – Phase I and II

Dr. Warner reported the construction of Phase II is running on schedule and will open Fall 2016. This will increase the on-campus bed capacity to 758 (Phase I – 219; Phase II – 539). To date, there are 467 leases signed (Phase I – 187; Phase II – 280). There are also 108 in process. This could lead to a total of approximately 625 students.

Dr. Warner also noted there will be 16 Resident Assistants on staff.

Trustee Philip Dur asked what fraction of students will be housed on campus. President Avent stated the national average is 40%; however, Florida Poly will be closer to 45-50%.

Trustee Sandra Featherman noted the need for an after-class (evening) atmosphere for the students. President Avent stated having a project-based curriculum encourages on-campus living in order for the students to take advantage of labs, etc., as well as the convenience of the lack of a commute. President Avent also noted students always tend to do better when living on campus.

C. Student Activities

Dr. Warner reported 24 students participated in Poly Day at the Capitol. Also, students participated in the poster sessions during Polk County Day at the Capitol.

Additionally, approximately 80 students participated in an anti-hazing initiative.

More than 100 runners participated in the second annual Poly Pi Run on March 14. The event was 100% organized and hosted by students. Approximately \$1700 was raised and donated to the Foundation as a way for the students to give back to the University.

Dr. Warner also reported a Hunger Banquet was conducted to provide the students with the real-life experience of what it is like not to have food.

A Title IX and healthy relationships workshop was also conducted.

Dr. Warner noted a PolyCon event was conducted where the students dressed up as their favorite super heroes. Approximately 668 students participated in this event.

President Avent mentioned two students conducted a Hackathon which was entirely student organized and run, and involved students from across the state.

D. Recreation and Fitness

Dr. Steve Warner stated there are studies that show participation in activities and athletics can actually enhance and develop certain traits that are transferrable to the workplace. Therefore, Florida Poly tries to take that information and connect it with the University's recreation and fitness area.

Dr. Warner reported over 210 fitness assessments have been conducted by the University's Recreation and Fitness Coordinator to determine the current fitness level of faculty, staff and students. Programs are then created which are tailored to each individual. 87% are actively participating in personalized fitness programming. Nutritional and dietary information is also included. Dr. Warner stated the University works very closely with Sodexo to ensure healthy, nutritional food options are provided for the students.

Dr. Warner stated the average use of the Fitness Center is approximately 42 accesses per day. This is a very high usage rate for a student body of approximately 900.

Dr. Warner reported 154 students are registered participants in intramural sports. The six sports leagues offered are 3v3 basketball, ultimate Frisbee, 7v7 flag football, 6v6 sand volleyball, tennis ladder, and 7v7 soccer. A cell phone app is used for coordinating the events.

Dr. Warner mentioned students have also been involved in outdoor activities including events such as zip-lining and a trip to the Circle B Bar Reserve.

E. Health Services

1. Disability Services

Dr. Warner reported 52 students have self-identified with a disability; the most common being ADHD, psychological disability, and learning disorders. The most common requested accommodations are extended testing time, private testing room, note-taking assistance, and preferential seating in the classroom. Student Services works very closely with the Student Success Center to provide the necessary accommodations for students.

2. Counseling Services

Dr. Warner stated 208 individual counseling sessions have occurred; of that, approximately 44 students attend individual counseling sessions on a regular basis. Some of the most common reasons for counseling services are depression, anxiety and relationship issues. Additionally, 96 students participated in various outreach events.

F. Highlights

Dr. Warner reported Florida Poly has 26 recognized student organizations (RSO) within the Student Government Association (SGA). This area will continue to grow as students are encouraged to find areas of interest, secure faculty/staff mentors/mentees and minimum members, and get their executive boards in place.

Dr. Warner stated Student Life Coordinator, Alex Pearson, will begin June 6. She will focus on transition programs, as well as assisting the Resident Life Coordinator in the development of living learning communities within the dorms. Additionally, the search for a Wellness Coordinator is down to two final candidates.

Dr. Warner also reported a Threat Assessment Team has been created. Multiple training sessions have been offered along with regular meetings to address student issues and ensure campus safety.

Trustee Philip Dur asked if Florida Poly has its own campus security. Mark Mroczkowski, CFO, stated the University has 3 security officers, 5 police officers, and one Chief of Police who used to be head of a Polk County SWAT team. The entire team are seasoned officers. Dr. Warner stated a Noel Levitz survey was recently conducted and the results show a very high rating for the University's campus security team.

President Avent stated he receives email communication approximately once a month from individuals providing positive feedback regarding encounters with campus security.

Dr. Warner stated Florida Poly works in partnership with other SUS Counseling Centers and has signed a mutual aid agreement for shared services. In the event of any major campus emergency, UCF and UF will assist where needed.

Trustee Frank Martin inquired about the transportation services for students. Dr. Warner reported the bus will not run this summer; however, a modified schedule may be needed in the future as the University's summer enrollment grows. Dr. Warner also reported the bus service continues to be rated very high in satisfaction surveys. The schedule is being adjusted for next year in order to be fiscally responsible and meet the needs of the student population.

President Avent stated Florida Poly is looking at leasing off-campus space for labs and faculty research and bus service will be needed.

VII. Internships and Academic Support Services

Dr. Kathryn Miller, Vice Provost of Academic Affairs, provided an update to the Committee.

Dr. Miller stated retention is a critical issue in STEM education. Florida Poly wants students to stay and succeed. Therefore, academic support services are provided to students in the following methods:

- Tutoring
- Success Coach
- Workshops
- Career Prep
- Internships

A. Tutoring

Dr. Miller reported students participated in drop-in tutoring for Biology, Calculus I and II, Chemistry, Computer Programming, and Physics. The average GPA of students seeking tutoring is 3.1. For those students with a mid-term grade of D or F, who received tutoring support, 43% got a C or better as the final grade.

Dr. Miller stated for Spring 2016:

- 210 students attended tutoring
- 420 tutoring sessions

Dr. Miller noted for Summer 2016 there will be embedded tutors.

B. Success Coach

Dr. Miller reported this is a student lifecycle enrollment management initiative; assisting students from "yes" to graduation. The Success Coach will be new for Fall 2016 and will offer the following aid to students:

1. Personalized support - admission through graduation
 - a. Course selection advising
 - b. Mid-term grade reports
 - c. Academic Success Plans
2. Academic Coaching
3. Career Development
 - a. Resume/Cover letter drafting
 - b. Mock interviews
 - c. Market research
 - d. Job search etiquette and skills

Dr. Miller indicated the addition of the Success Coach will allow faculty to more closely focus on teaching rather than advising students as is currently being done.

C. Workshops

Dr. Miller reported the following Kickstart Program workshops will be offered for Fall 2016:

- August 26 – “How to Succeed at Poly”
- September 2 – “Note Taking and Study Groups”
- September 9 – “Time Management”

Dr. Miller also noted workshops are held throughout the academic year; they are conducted by both Academic Success Center staff and faculty.

Trustee Philip Dur asked if students are invited/required to participate in Math Boot Camp. Dr. Miller stated student involvement in Boot Camp is strongly encouraged. This year, Boot Camp is part of Summer Orientation.

D. Career Prep

Dr. Miller reported the following will be offered in the form of career preparation:

- Resume Review
- Mock Interviews
- Internship Fairs
- Dress for Success
- Career Talks
- Purple Briefcase

Dr. Miller stated exposure to STEM in the workplace is critical for retention.

E. Internships

Dr. Miller reported Florida Poly has 53 students involved in Summer internships at 40 companies. Students are required to take one internship course (3 credit hours). The

University is working hard to connect students with local companies and developing a pathway to companies for the students.

Dr. Miller also stated an Internship Fair was held in February 2016 with over 150 students and 13 companies participating. A second Fair is scheduled for September 2016. Additionally, a Career Fair will be held in January/February 2017.

Trustee Henry McCance inquired whether satisfaction surveys are completed at the conclusion of an internship. Dr. Miller stated such surveys are completed by both the student and the company at the conclusion of the internship. Dr. Elhami Nasr added the student is also required to complete a report at the end of the internship.

VIII. Approval of Policies

Gina DeIulio, Vice President and General Counsel, presented the following policy for approval:

A. FPU-2.007 – Foreign Exchange Visitor Insurance Requirements

Florida Poly currently has foreign exchange agreements in place with Brazil and Morocco. In preparation for students arriving in Spring 2017, the policy outlines the medical insurance requirements that exchange visitors and their accompanying dependents must comply with in order for the exchange visitor to be eligible and remain eligible to participate in an exchange visitor program.

Trustee Richard Hallion made a motion to recommend to the full Board the approval of policy FPU-2.007 – Foreign Exchange Visitor Insurance Requirements. Trustee Frank Martin seconded the motion; a vote was taken, and the motion passed unanimously.

With no further business to discuss, the Academic and Student Affairs Committee meeting adjourned at 10:43 a.m.

AGENDA ITEM: VI

**Florida Polytechnic University
Board of Trustees
Academic and Student Affairs Committee
September 7, 2016**

Subject: 2016-2017 Academic Calendar Amendment

Proposed Committee Action

Recommend approval of the 2016-2017 Academic Calendar Amendment to the Board of Trustees.

Background Information

The 2016-17 Academic Calendar was approved by the BOT on March 11, 2015. The amendment includes an additional graduation date of January 3rd, 2017.

Supporting Documentation:

2016-2017 Amended Academic Calendar
Board of Governors Regulations 8.001
Florida Department of Education Rule 6A-10.019
Florida Polytechnic University Holiday Regulation FPU-1.008

Prepared by: Heather Howell, University Registrar

FLORIDA POLYTECHNIC UNIVERSITY
Academic Calendar 2016-2017 (APPROVED)

	2016 Fall Semester	2017 Spring Semester	2017 Summer A Semester	2017 Summer B Semester	2017 Summer C Semester
Early Registration	March 21 - August 9	October 31 - December 20	March 20 - May 3	March 20 - May 3	March 20 - May 3
Registration by assigned time	August 11 - 18	December 22 - January 3	May 4	May 4 - June 22	May 4
Regular Registration	August 19	January 3	May 5	June 23	May 5
Textbook Selection Due from Faculty	July 8	November 21, 2016	March 24	May 12	March 24
CLASSES BEGIN	August 22	January 5	May 8	June 26	May 8
Drop/Add	August 22 - 26	January 5 - 11	May 8 - 9	June 26 - 27	May 8 - 9
Late Registration (\$100 fee)	August 22 - 26	January 5 - 11	May 8 - 9	June 26 - 27	May 8 - 9
Nondegree/Employee/Audit Registration	August 24 - 26	January 7 - 11	May 8 - 9	June 26 - 27	May 8 - 9
Withdraw with no Fee Liability Deadline	August 26	January 11	May 9	June 27	May 9
Residency Reclassification Deadline	September 2	January 13	May 19	July 7	May 19
Fee Payments Due	September 2	January 13	May 19	July 7	May 19
Withdrawal, All Courses, with 25% Refund (W assigned)	September 16	January 27	May 17	July 5	June 2
Graduation Application Deadline	November 21	April 7	June 9	July 28	July 28
Add a Course by College Petition Deadline	November 21	April 7	June 9	July 28	July 28
Withdrawal Without Academic Penalty Deadline (W Assigned)	November 21	April 7	June 9	July 28	July 28
LAST DAY OF CLASSES	December 7	April 19	June 16	August 4	August 4
READING DAYS	December 8 - 9	April 20 - 21	None	None	None
FINAL EXAMS	December 10-16	April 22 - 28	In Class	In Class	In Class
Commencement	January 3, 2017	April 29, 30 (Tentative)			
Degree Status Available	December 20	May 2	June 20	August 8	August 8
Final Grades Available	December 21	May 3	June 21	August 9	August 9
OFFICIAL UNIVERSITY HOLIDAYS					
September 5	Labor Day	December 26- 31	Winter Break	March 6 - 11 Spring Break (Student Holiday)	
November 11	Veteran's Day	January 2	New Year's Day (Observed)	May 29	Memorial Day
November 23 - 25	Thanksgiving Recess	January 16	M.L.King Jr. Holiday	July 4	Independence Day
December 25	Christmas Day				

8.001 University Calendars

(1) Each university shall operate on a year-round calendar which provides two hundred twenty (220) days of classroom instruction including examinations, or two hundred ten (210) days of instruction excluding examinations. Upon request by the university, exceptions to this requirement may be approved by the Board of Governors and may include, but shall not be limited to, such matters as experimentation, innovation, research, energy conservation or more efficient utilization of resources.

(2) Unless an exception is granted by the Board of Governors, as appropriate, three (3) common entry periods shall be established so that the first day of classes will fall within each of the three (3) periods listed below:

- (a) The first three (3) weekdays after August 22;
- (b) The first three (3) weekdays after January 4;
- (c) The first three (3) weekdays after May 5.

(3) Each calendar shall also include the following:

- (a) Pre-established dates for issuing either certificates, diplomas, or degrees which will permit students to utilize the entry period which minimizes loss of time to students in completing the transfer between programs of institutions;
- (b) A summer program for teachers, school personnel and other students scheduled to begin no earlier than June 15 and close no later than August 15;
- (c) Additional periods throughout the fiscal year in which a student can begin a program.

(4) An official copy of the annual calendar adopted by each university shall be filed with the Board of Governors in a manner prescribed by the Chancellor.

(5) Due to its special structuring of terms, New College of Florida is exempted from the Spring term common entry period specified in Regulations 8.001(2)(b). The institution is to continue to meet other regulation expectations and to continue to work towards smooth transition for new or transfer students.

Authority: Section 7(d), Art. IX, Fla. Const.; History:--Former BOR Rule 6C-2.56, and 6C-8.01, 11-18-70, 12-17-74, 6-25-80, 8-11-85, 6-14-07.

6A-10.019 Required Annual Calendar for Schools and Colleges.

Each district school board, each community college district board of trustees, and each university board of trustees shall prior to the beginning of each fiscal year adopt an annual calendar which shall be observed by all schools or post high school educational institutions operated by said board.

(1) Each board shall adopt a calendar that supports the following objectives:

(a) Minimal loss of time between student exit from one public institution and entry into another. Students who complete a phase of their education in one public institution and who need to transfer to another public institution to continue their education should be able to do so without prolonged delay.

(b) Opportunity for students to move through the educational system at their respective paces. Calendars should not be based on the assumption that all students will initiate and complete learning activities at the same pace.

(c) Opportunity for school personnel to utilize in-service and continuing education.

(d) Opportunity for effective and efficient utilization of resources. School plants and school personnel should not have prolonged periods during which they are idle.

(e) Opportunity for family activities.

(f) Flexibility in implementation of calendar decisions.

(2) The calendar adopted by each community college board of trustees and each university board of trustees shall include at least the following statewide requirements:

(a) Unless an exception is granted by the Department of Education, as appropriate, three (3) common entry periods shall be established so that the first day of classes will fall within each of the three (3) periods listed below:

1. The first three (3) weekdays after August 22.
2. The first three (3) weekdays after January 4.
3. The first three (3) weekdays after May 5.

(b) In addition to the three (3) common entry periods prescribed in this section, each calendar shall include the following:

1. Pre-established dates for issuing certificates, diplomas, or degrees which will permit students to utilize the entry period which minimizes the loss of time to students in completing the transfer between programs or institutions.

2. A summer program for teachers and other school personnel scheduled to begin no earlier than June 15 and close no later than August 15; provided, however, that this requirement shall apply only to each postsecondary educational institution offering programs for in-service teachers.

3. As many additional periods throughout the fiscal year in which a student can begin a program as can be feasibly provided.

(3) An official copy of the annual calendar adopted by each school board, community college board of trustees, and the university board of trustees for each school or institution operated by said boards shall be filed with the Department in the manner prescribed by the Commissioner.

Specific Authority 1001.02(1), (2)(n), 1006.50, 1007.01 FS. Law Implemented 1001.02, 1001.03, 1001.42 FS. History—New 6-17-74, Repromulgated 12-5-74, Amended 3-27-80, 7-7-83, 2-19-84, Formerly 6A-10.19, Amended 12-18-05.

FPU-1.008 University Holidays.

The University observes the following holidays that allow the University to close offices and to discontinue operations that will not affect the academic calendar or those services necessary to the University community and to the public.

(1) The holidays are:

- (a) New Year's Day
- (b) Birthday of Martin Luther King, Jr., third Monday in January
- (c) Memorial Day
- (d) Independence Day
- (e) Labor Day
- (f) Veterans' Day
- (g) Thanksgiving Day
- (h) Friday after Thanksgiving
- (i) Christmas Day
- (j) Winter Break (the four week days between December 25 and January 1)

(2) If any holiday listed in paragraphs (a)-(i) above falls on a Saturday, the Friday preceding that holiday shall be observed as a holiday. If any holiday listed in paragraphs (a)-(i) above falls on a Sunday, the Monday following that holiday shall be observed as a holiday.

Specific Authority Fla. Stat. §110.117
History—New 5.14.13

AGENDA ITEM: VII

**Florida Polytechnic University
Board of Trustees
Academic and Student Affairs Committee
September 7, 2016**

Subject: 2018-2019 Academic Calendar

Proposed Committee Action

Recommend approval of the 2018-2019 Academic Calendar to the Board of Trustees.

Background Information

The Board of Governors Regulation 8.001 and the Florida Department of Education Rule 6A-10.019 requires each University to operate on a year-round calendar which provides 220 days of classroom instruction including examinations, or 210 days of instruction excluding exams. Each calendar must establish start dates so that the first day of classes will fall within each of the three (3) periods listed below:

1. The first three (3) weekdays after August 22
2. The first three (3) weekdays after January 4
3. The first three (3) weekdays after May 5

The academic calendars are in compliance with the requirements of the Board of Governors regulation, the Florida Department of Education rule and have been vetted by the faculty.

An official copy of the annual calendar adopted shall be filed with the Board of Governors.

Supporting Documentation:

2018-2019 Proposed Academic Calendars
Board of Governors Regulations 8.001
Florida Department of Education Rule 6A-10.019
Florida Polytechnic University Holiday Regulation FPU-1.008

Prepared by: Heather Howell, University Registrar

FLORIDA POLYTECHNIC UNIVERSITY
Academic Calendar 2018-2019 (DRAFT)

	2018 Fall Semester	2019 Spring Semester	2019 Summer A Semester	2019 Summer B Semester	2019 Summer C Semester
Early Registration	March 26 - August 12	October 29 - December 27	March 25 - May 8	March 25 - May 8	March 25 - May 8
Registration by assigned time	August 13 - 20	December 28 - January 3	May 9	May 9 - June 27	May 9
Regular Registration	August 21	January 4	May 10	June 28	May 10
Textbook Selection Due from Faculty	July 8	November 23, 2018	March 29	May 17	March 29
FIRST DAY OF CLASSES	August 22	January 7	May 13	July 1	May 13
Drop/Add	August 22-28	January 7-11	May 13-14	July 1-2	May 13-14
Late Registration (\$100 fee)	August 22-28	January 7-11	May 13-14	July 1-2	May 13-14
Nondegree/Employee/Audit Registration	August 22-28	January 7-11	May 13-14	July 1-2	May 13-14
Withdraw with no Fee Liability Deadline	August 28	January 11	May 14	July 2	May 14
Residency Reclassification Deadline	September 5	January 18	May 24	July 5	May 24
Fee Payments Due	September 5	January 18	May 24	July 12	May 24
Withdrawal, All Courses, with 25% Refund (W assigned)	September 19	February 01	May 24	July 12	May 31
Graduation Application Deadline	November 19	April 12	June 14	August 2	August 2
Add a Course by College Petition Deadline	November 19	April 12	June 14	August 2	August 2
Deadline to Withdrawal (Without Academic Penalty Deadline-W Assigned)	November 19	April 12	June 14	August 2	August 2
LAST DAY OF CLASSES	December 5	April 24	June 21	August 9	August 9
READING DAYS	December 6 -7	April 25-26	None	None	None
FINAL EXAMS	December 8 - 14	April 27 - May 3	In Class	In Class	In Class
Commencement		May 4, 5 (Tentative)			
Degree Status Available	December 18	May 7	June 25	August 13	August 13
Final Grades Available	December 19	May 8	June 26	August 14	August 14
OFFICIAL UNIVERSITY HOLIDAYS					
September 3	Labor Day	December 26 - 31	Winter Break	March 2 - 10 Spring Break (Student Holiday)	
November 12	Veteran's Day (Observed)	January 1	New Year's Day	May 27	Memorial Day
November 21 - 24	Thanksgiving Recess	January 21	M.L.King Jr. Holiday	July 4	Independence Day
December 25	Christmas Day				

8.001 University Calendars

(1) Each university shall operate on a year-round calendar which provides two hundred twenty (220) days of classroom instruction including examinations, or two hundred ten (210) days of instruction excluding examinations. Upon request by the university, exceptions to this requirement may be approved by the Board of Governors and may include, but shall not be limited to, such matters as experimentation, innovation, research, energy conservation or more efficient utilization of resources.

(2) Unless an exception is granted by the Board of Governors, as appropriate, three (3) common entry periods shall be established so that the first day of classes will fall within each of the three (3) periods listed below:

- (a) The first three (3) weekdays after August 22;
- (b) The first three (3) weekdays after January 4;
- (c) The first three (3) weekdays after May 5.

(3) Each calendar shall also include the following:

- (a) Pre-established dates for issuing either certificates, diplomas, or degrees which will permit students to utilize the entry period which minimizes loss of time to students in completing the transfer between programs of institutions;
- (b) A summer program for teachers, school personnel and other students scheduled to begin no earlier than June 15 and close no later than August 15;
- (c) Additional periods throughout the fiscal year in which a student can begin a program.

(4) An official copy of the annual calendar adopted by each university shall be filed with the Board of Governors in a manner prescribed by the Chancellor.

(5) Due to its special structuring of terms, New College of Florida is exempted from the Spring term common entry period specified in Regulations 8.001(2)(b). The institution is to continue to meet other regulation expectations and to continue to work towards smooth transition for new or transfer students.

Authority: Section 7(d), Art. IX, Fla. Const.; History:--Former BOR Rule 6C-2.56, and 6C-8.01, 11-18-70, 12-17-74, 6-25-80, 8-11-85, 6-14-07.

6A-10.019 Required Annual Calendar for Schools and Colleges.

Each district school board, each community college district board of trustees, and each university board of trustees shall prior to the beginning of each fiscal year adopt an annual calendar which shall be observed by all schools or post high school educational institutions operated by said board.

(1) Each board shall adopt a calendar that supports the following objectives:

(a) Minimal loss of time between student exit from one public institution and entry into another. Students who complete a phase of their education in one public institution and who need to transfer to another public institution to continue their education should be able to do so without prolonged delay.

(b) Opportunity for students to move through the educational system at their respective paces. Calendars should not be based on the assumption that all students will initiate and complete learning activities at the same pace.

(c) Opportunity for school personnel to utilize in-service and continuing education.

(d) Opportunity for effective and efficient utilization of resources. School plants and school personnel should not have prolonged periods during which they are idle.

(e) Opportunity for family activities.

(f) Flexibility in implementation of calendar decisions.

(2) The calendar adopted by each community college board of trustees and each university board of trustees shall include at least the following statewide requirements:

(a) Unless an exception is granted by the Department of Education, as appropriate, three (3) common entry periods shall be established so that the first day of classes will fall within each of the three (3) periods listed below:

1. The first three (3) weekdays after August 22.
2. The first three (3) weekdays after January 4.
3. The first three (3) weekdays after May 5.

(b) In addition to the three (3) common entry periods prescribed in this section, each calendar shall include the following:

1. Pre-established dates for issuing certificates, diplomas, or degrees which will permit students to utilize the entry period which minimizes the loss of time to students in completing the transfer between programs or institutions.

2. A summer program for teachers and other school personnel scheduled to begin no earlier than June 15 and close no later than August 15; provided, however, that this requirement shall apply only to each postsecondary educational institution offering programs for in-service teachers.

3. As many additional periods throughout the fiscal year in which a student can begin a program as can be feasibly provided.

(3) An official copy of the annual calendar adopted by each school board, community college board of trustees, and the university board of trustees for each school or institution operated by said boards shall be filed with the Department in the manner prescribed by the Commissioner.

Specific Authority 1001.02(1), (2)(n), 1006.50, 1007.01 FS. Law Implemented 1001.02, 1001.03, 1001.42 FS. History—New 6-17-74, Repromulgated 12-5-74, Amended 3-27-80, 7-7-83, 2-19-84, Formerly 6A-10.19, Amended 12-18-05.

FPU-1.008 University Holidays.

The University observes the following holidays that allow the University to close offices and to discontinue operations that will not affect the academic calendar or those services necessary to the University community and to the public.

(1) The holidays are:

- (a) New Year's Day
- (b) Birthday of Martin Luther King, Jr., third Monday in January
- (c) Memorial Day
- (d) Independence Day
- (e) Labor Day
- (f) Veterans' Day
- (g) Thanksgiving Day
- (h) Friday after Thanksgiving
- (i) Christmas Day
- (j) Winter Break (the four week days between December 25 and January 1)

(2) If any holiday listed in paragraphs (a)-(i) above falls on a Saturday, the Friday preceding that holiday shall be observed as a holiday. If any holiday listed in paragraphs (a)-(i) above falls on a Sunday, the Monday following that holiday shall be observed as a holiday.

Specific Authority Fla. Stat. §110.117
History—New 5.14.13

AGENDA ITEM: VIII

**Florida Polytechnic University
Board of Trustees
Academic and Student Affairs Committee
September 7, 2016**

Subject: Fall 2016 Admissions & Enrollment Update

Proposed Committee Action

No action required- Information only

Background Information

Admissions

- For fall 2016, we currently have 1796 undergraduate applicants, 1246 admitted and 595 deposits. We are projecting 460 freshmen and 75 transfers for fall.
- For fall 2016, we currently have 148 graduate applications and 25 students admitted. We are projecting 15 graduate students for fall.
- Final total enrollment is projected at 550 to 560 new starts.

Enrollment

- Current freshmen to sophomore retention is tracking at 82.1%, which is an improvement over last year's numbers of 72.1%
- Final fall 2016 drop/add numbers will be presented during academic affairs committee meeting. August 26th is the last day of drop/add.

Supporting Documentation:

Presentation

Prepared by: Scott Rhodes, Vice Provost-Enrollment

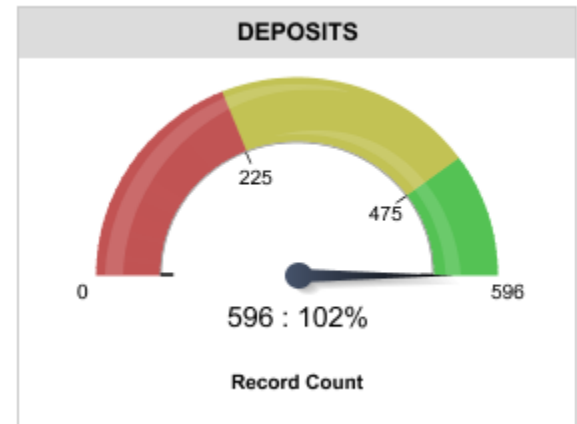
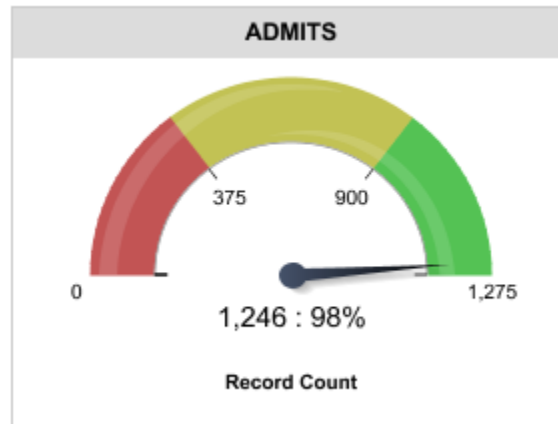
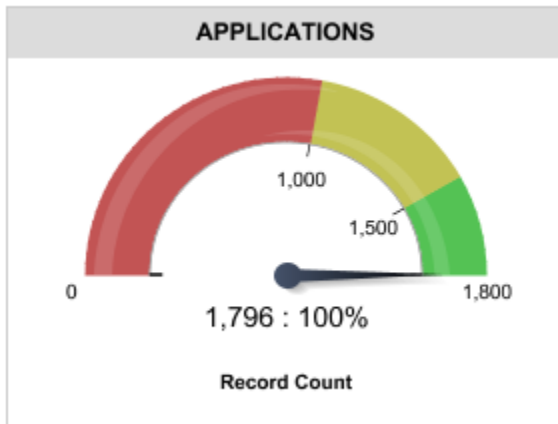
FLORIDA

POLYTECHNIC

UNIVERSITY

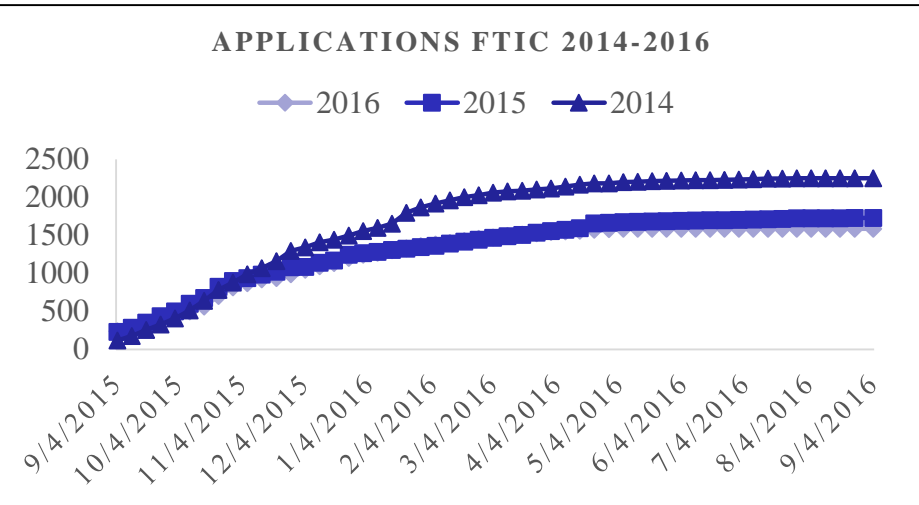
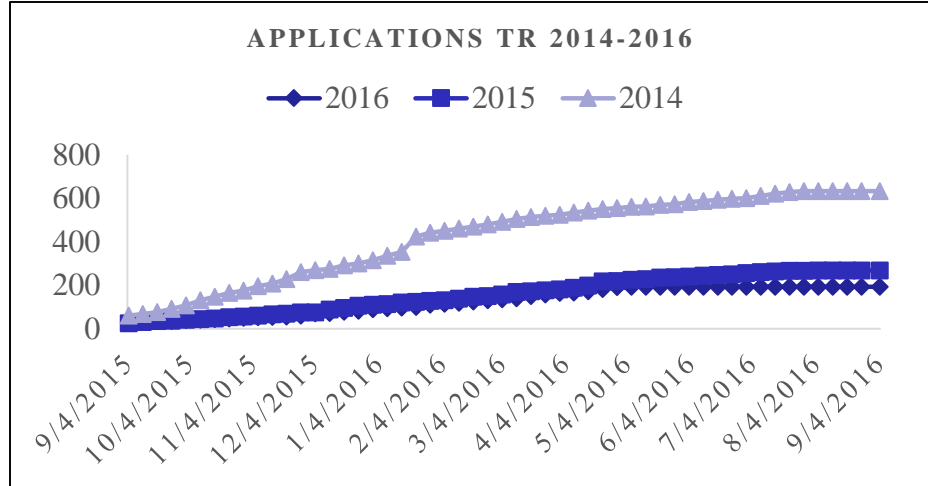
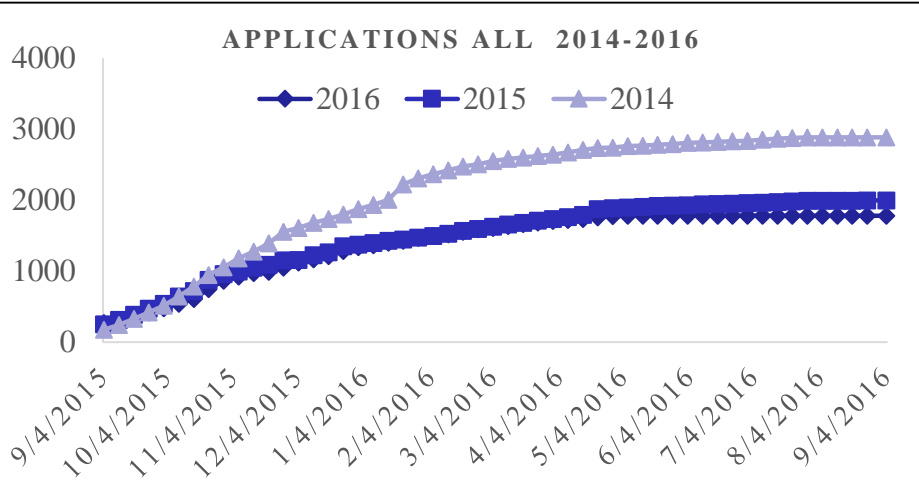
Enrollment Services

Scott Rhodes
September 7, 2016



- **100% to goal in applications (1800)**
 - **98% to goal in admits (1275)**
 - **102% to goal in deposits (596)**

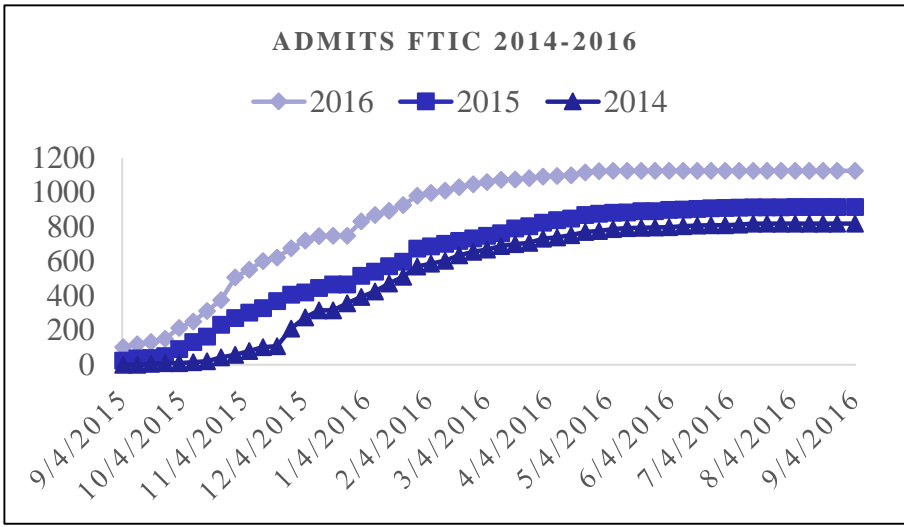
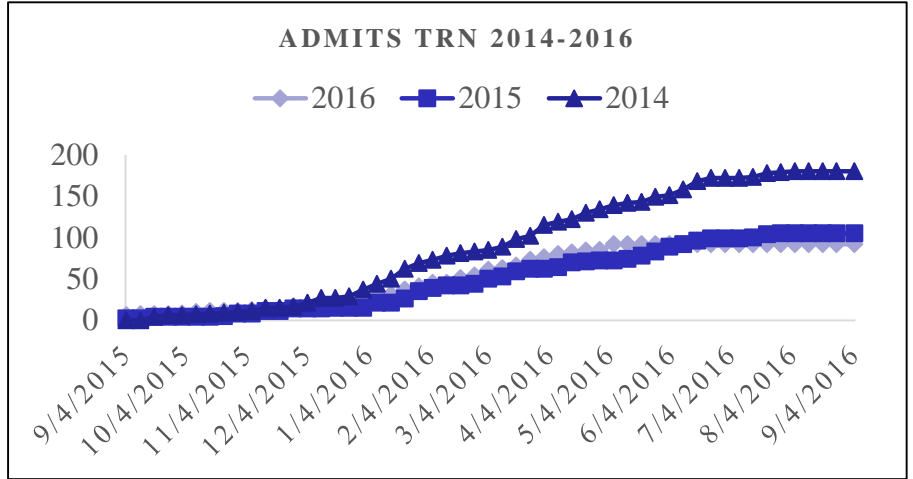
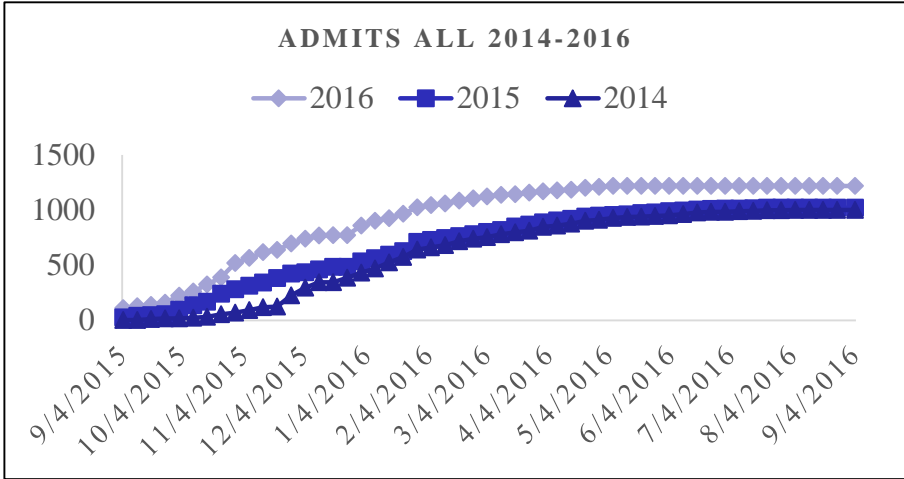
Application Trends



- **Applications**

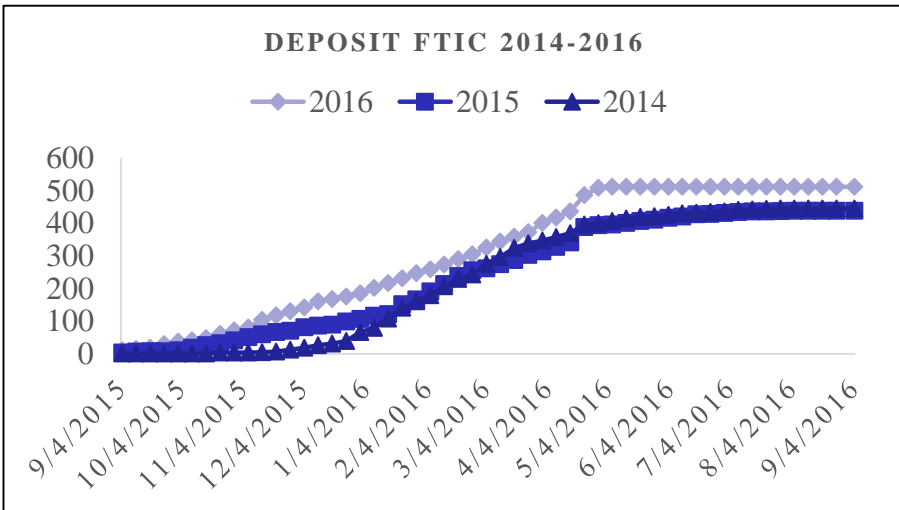
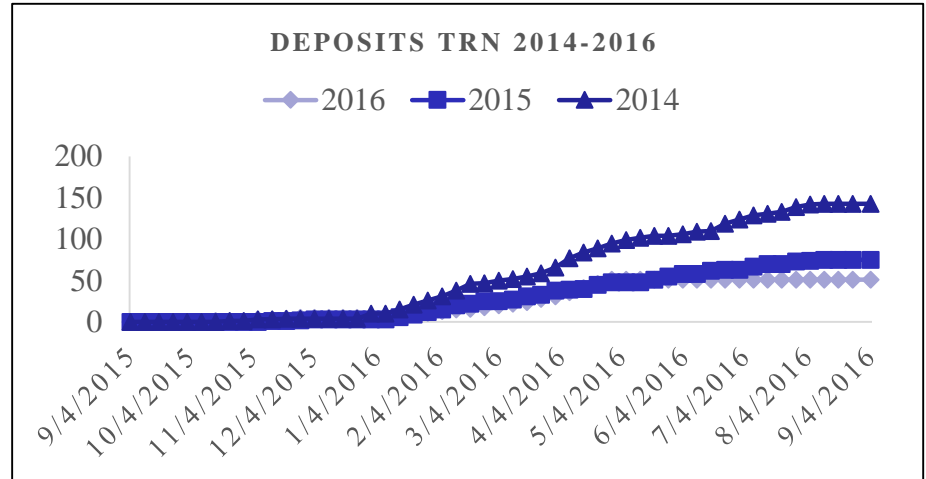
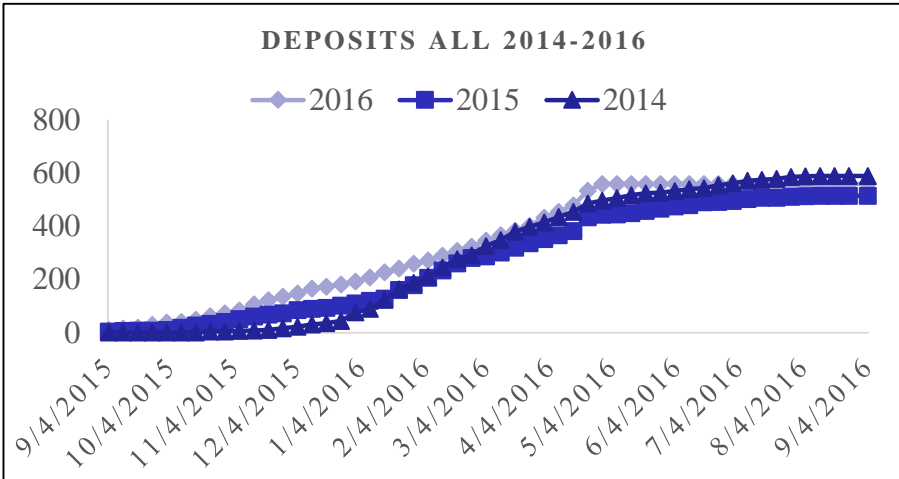
- Increase calls to inquiries to apply
- Purchasing more female and minority names
- Goal for 2017 to hit 2000 applications

Admit Trends



- **Admits**
 - Increase email marketing efforts
 - Increase academic quality

Deposit Trends



- **Deposits**
 - Follow-up (Calls, text and email)

- **Financial Aid**

- Federal aid application submitted
- Florida Pre-Paid approved (1.2 Million)

- **International Affairs Efforts**

- Study abroad
 - Ireland
- Recruitment
 - India, China Europe
- International research opportunities (Morocco)



Fall 2016 Registrations (Weekly Update)

As of July 7, 2016 at 5:30pm

Total Headcount

Goal: 1,330

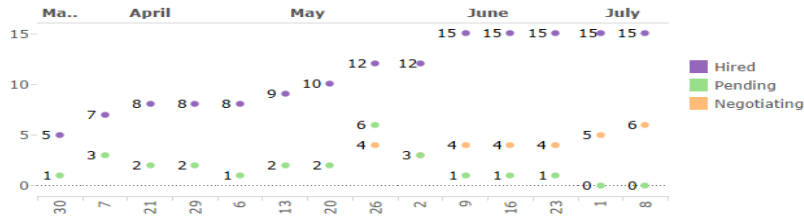
Student Level	Continuing	New	Grand Total
Undergraduate	754	396	1,150
Graduate	10	3	13
Grand Total	764	399	1,163

Estimated Fall 2016: 81%

Fall 2015 Retention: 76%

Faculty Headcount

Goal: 22 Hired



Total Faculty*
*Existing and Hired

Month of Date	Day of Date	Total Faculty
April	29	47
May	6	43
	13	43
	20	43
	26	45
June	2	45
	9	48
	16	48
	23	48
July	1	48
	8	48

Legend Definitions:
 Hired - Officially accepted offer and expected in Fall
 Pending - Verbal or written offered awaiting
 Negotiating - Under negotiation status with candidate

Transcripts Requests

	Number of Transcripts	% of Total
FL Community College	17	20%
SUS Institutions	32	38%
Private Institution	8	10%
Student	14	17%
Internal (FPU)	7	8%
Other	6	7%
Grand Total	84	100%

New Students Registrations

Goal: 600

Student Level	FTIC	Transfer	Second Bac..	Graduate	Grand Total
Undergraduate	355	37	4		396
Graduate				3	3
Grand Total	355	37	4	3	399

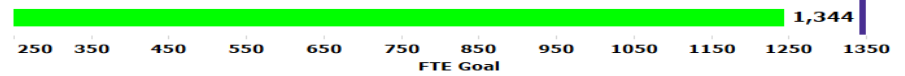
Credit Hours

Goal Total Credits: >18,615

Goal Avg. Credits: 14

Student Level	Total Credits	Avg. Total Credits
Undergraduate	16,037	13.7
Graduate	72	4.2
Grand Total	16,109	13.6

1,244 FTE Status (Fall 2016)

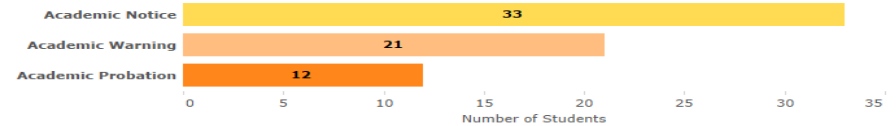


Summer 2016 FTE (with weight factor): 72.2

Fall 2016 FTE (with weight factor): 537.6

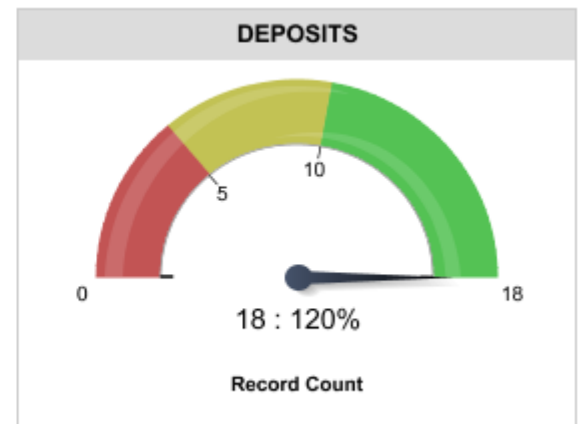
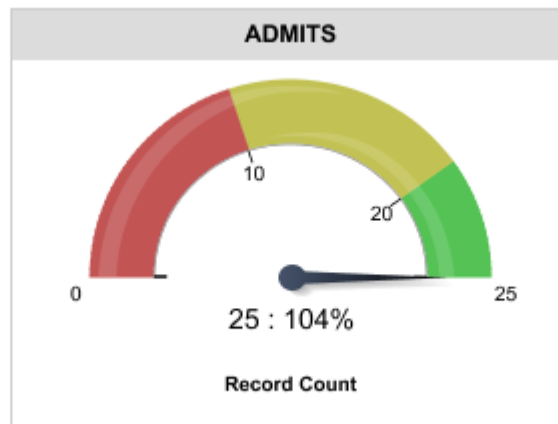
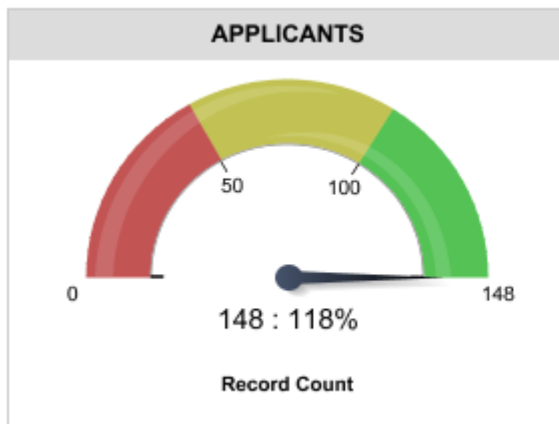
2016-17 Total FTE (Fall & Summer): 609.8

Academic Status (Fall 2016 Registered)



Academic Status Definition

- Academic Notice: Cumulative GPA is close to 2.00
- Academic Warning: Cumulative GPA is below 2.00 for the first time
- Academic Probation: Cumulative GPA is below 2.00 for the second time
- Academic Suspension: Semester GPA is below 2.00 while on Academic Probation status



- **116% to goal in applications (135)**
 - **104% to goal in admits (24)**
 - **120% to goal in deposits (15)**

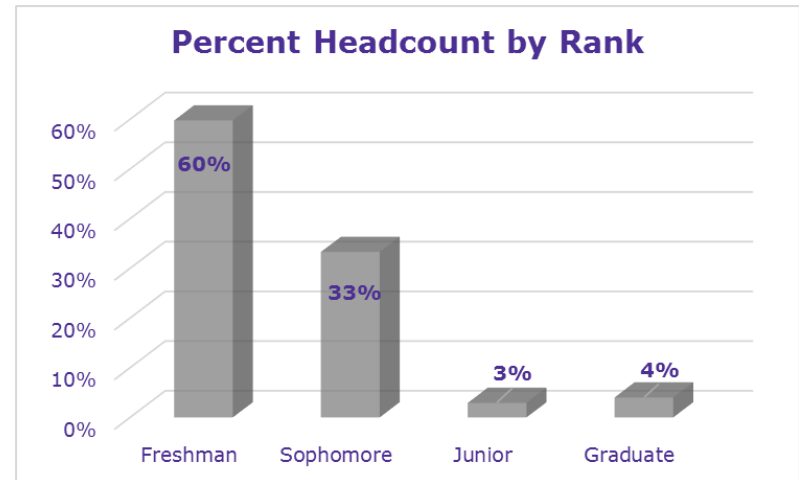
FALL 2016 ENROLLMENT Drop/Add Benchmark*

Total Registered Headcount	922
Total Enrollment (Duplicated)	4,634
Retention Rate (Fall 2014 to Fall 2015)	76%

Continuing & New Students Count		
	Continuing Students	New Students
Undergraduate	422	463
Graduate	25	12
Total Student	447	475

Headcount by Student Rank	
	Total Students
Freshman	551
Sophomore	307
Junior	27
Senior	
Graduate	37

Fall 2015 New Student Enrollment	
First Time in College	392
Transfer	62
Graduate	12
Other (Dual Enrollment, Second Bachelors, etc.)	9
Total New Students (Fall 2015)	475



*as of August 28, 2015

FALL 2016 ENROLLMENT Drop/Add Benchmark*

Academic and Student Affairs Committee 09.07.16
Page 34

Headcount by College, Major & Concentration				
	Total	Percent of Total Headcount	Female	Male
College of Engineering	473	51.3%	78	395
Computer Engineering	150	16%	19	131
Digital Logic Design	38	4%	1	37
Embedded System Design	56	6%	8	48
Machine Intelligence	56	6%	10	46
Electrical Engineering	91	10%	9	82
Control Systems	28	3%	4	24
Digital & Hybrid Systems	21	2%	1	20
Electrodynamics	22	2%	3	19
Magnetics	14	2%		14
Semiconductors	6	1%	1	5
Mechanical & Industrial Engineering	218	24%	48	170
Geometrical Dimensioning and Tolerancing	39	4%	6	33
Motion Intelligence	22	2%	5	17
Multifunctional Materials	67	7%	15	52
Nanotechnology	90	10%	22	68
Engineering M.S.	14	2%	2	12
College of Innovation & Technology	449	48.7%	66	383
Advanced Technology	38	4%	12	26
Big Data Analytics	20	2%	3	17
Cloud Visualization	7	1%	3	4
Health Informatics	11	1%	6	5
Computer Science & Information Technology	359	39%	39	320
Cyber Gaming	178	19%	19	159
Information Assurance & Cyber Security	181	20%	20	161
Science & Technology Management	29	3%	9	20
Logistics	22	2%	6	16
Materials & Supply Chain Management	7	1%	3	4
Innovation & Technology M.S.	23	2%	6	17

*as of August 28, 2015

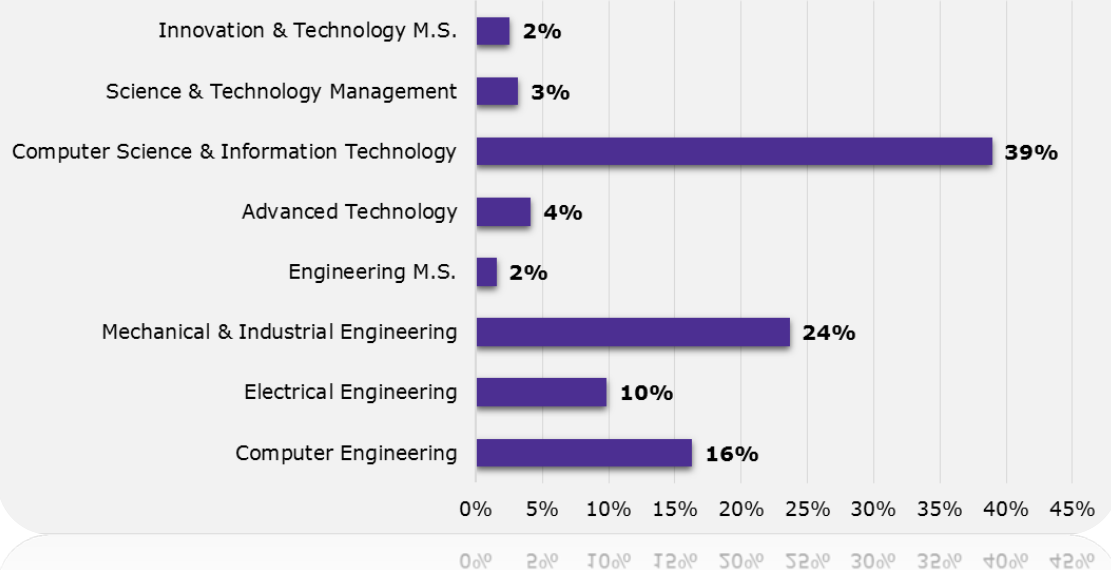
FALL 2016 ENROLLMENT Drop/Add Benchmark*

Total Credit Hours	
Undergraduate	12,486
Full-Time	12,313
Part - Time	173
Graduate	276
Full - Time	207
Part - Time	69
Total Credit Hours	12,762

Average Credit Load	
Undergraduate	14.1
Full - Time	14.3
Part - Time	8.2
Graduate	7.5
Full - Time	9.4
Part - Time	4.6
Average Credit Load	13.8

Average Class Size	24
---------------------------	-----------

PERCENT HEADCOUNT BY MAJOR



Headcount by Credit Load Status		
Undergraduate	885	96.0%
Full-Time	864	93.7%
Part - Time	21	2.3%
Graduate	37	4.0%
Full - Time	22	2.4%
Part - Time	15	1.6%
Total Headcount	922	

*as of August 28, 2015

FALL 2016 ENROLLMENT Drop/Add Benchmark*

Race/Ethnicity*		
	Total Students	Percent of Total Headcount
American Indian or Alaskan Native	7	0.8%
Asian	40	4.3%
Black or African American	52	5.6%
Hispanic or Latino	186	20.2%
Native Hawaiian or Other Pacific Islander	4	0.4%
Non-Resident Alien	5	0.5%
Two or More Races	8	0.9%
White	596	64.6%
Race and Ethnicity Unknown	24	2.6%

*IPEDS Classifications

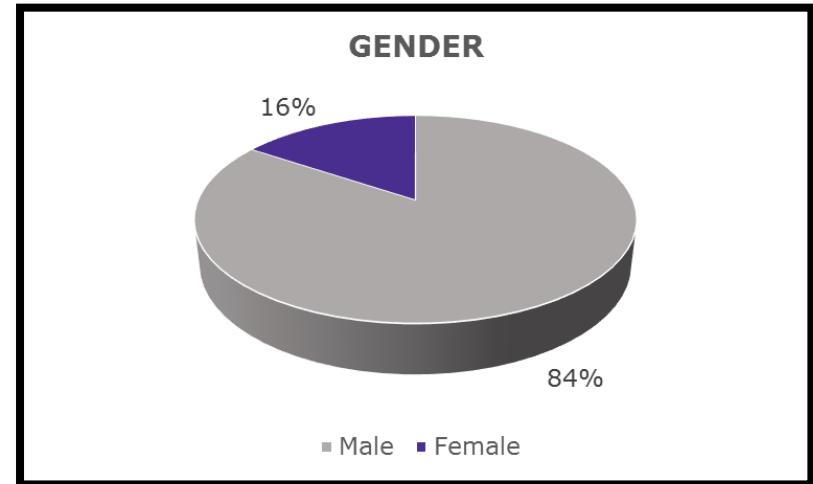
Student Median Age	19
Student Age Range	16 - 58
Percentage of Student Living On-Campus	37%

Residency Status	
In-State	96.9%
Out-of-State	3.1%

SAT Scores				
	Math	Critical Reading	Writing	Combined
75th Percentile	650	630	580	1840
Average	593	572	527	1692










ACT Scores					
	English	Math	Reading	Science	Composite
75th Percentile	28	28	31	30	29
Average	25	26	28	27	27

Average High School GPA	4.05
-------------------------	------



*as of August 28, 2015

Key Metrics

Key Metric		2015	2016
Freshmen Retention		72.1%	82.1%
Sophomore Retention		N/A	62%
Gender		14%	13%
GPA		4.05	4.00
Test Scores		1160/26	1144/26
Out of State		3%	6%
International		1%	3%
Race/Ethnicity (Non White)		27%	32%
Total Enrollment 1244		922	1344

Questions



AGENDA ITEM: IX

**Florida Polytechnic University
Board of Trustees
Academic and Student Affairs Committee
September 7, 2016**

Subject: Student Services Update

Proposed Committee Action

No action required- information only

Background Information

Orientation/Move-in Day

- Summer Orientation June 11, 15, 18 and 22
 - 430 students attended
 - 950 family members
- Math Boot Camp, June 12, 14, 19 and 21
 - 200 students attended
- Move-in date August 17
 - 620 new and returning students
 - Phase I is 91% full occupancy
 - Phase II 73% full occupancy

Student Housing – Phase I and II

- Phase II finished and CO received August 8, 2016
- Pool and outdoor area complete and open, September 1, 2016
- University space open to students August 15, 2016

Family Weekend

- October 14, 15, 16, 2016
 - From grandparents to siblings, Family Weekend gives the whole family a chance to see Florida Poly through the eyes of their student. The weekend will feature a wide variety of programming options, including movie-on-the-lawn, inaugural parent association meeting, State of the University presentation, family vs. student field day events, evening entertainment, and farewell brunch.

Student Activities

- Thursday August 18, PlayFair
- Friday August 19, Alcohol Awareness Program
- Saturday August 20, Wacky Water Saturday
- Monday August 22, Classes Begin
- Monday August 22, Murder Mystery
- Tuesday August 23, Club Row
- Thursday, Trivia/Karaoke
- Friday, Scavenger Hunt and Field Day

Other highlights

- Wellness Counselor, Casey Rae Fox joined our team July 11, 2016

Supporting Documentation: Presentation

Prepared by: Dr. Steve Warner, Vice Provost, Student Affairs

FLORIDA

POLYTECHNIC
UNIVERSITY

Student Services Update

Steve Warner
September
2016

Student Affairs



The Office of Student Affairs is the ***voice*** and ***advocate*** for all ***students*** at Florida Poly.

Transition Programs



- **Summer Orientation**
 - July 11, 15, 18, 22
 - 430 Students Attended
 - 950 Family Members
- **Math Boot Camp**
 - July 12, 14, 19, 21
 - 200 Students Attended
- **Graduate Student Orientation**
 - August 16
- **Move-In Day**
 - August 17
 - 407 students moved in
 - August 20
 - 231 students moved in

Student Housing – Phase I and II

- **Phase II opened August 15, 2016**
 - Phase I is 91% capacity
 - Phase II is 81% capacity
 - Total of 638 living on campus
- **19 Resident assistants on staff**
 - Collaboration with housing management group on Resident Assistant training
- **University space open August 17, 2016**
- **Pool and outdoor area open September 1, 2016**



Student Activities

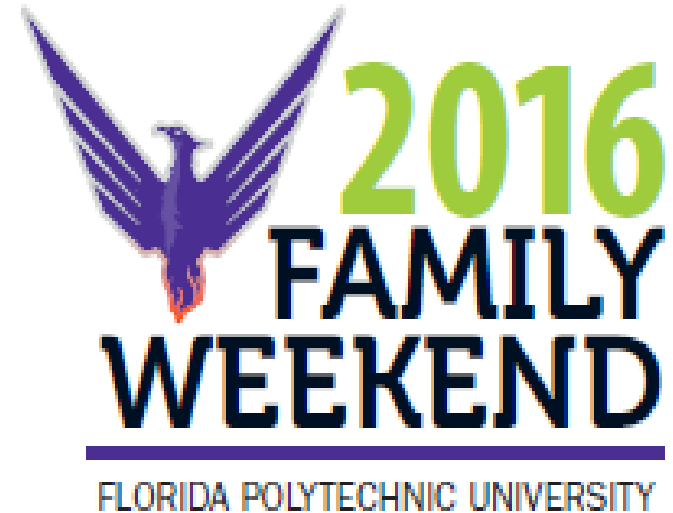
- **PlayFair**
- **Alcohol Awareness Program**
- **Wacky Water Saturday**
- **Murder Mystery**
- **Club Row**
- **Trivia/Karaoke**
- **Field Day Events**



Family Weekend

- **Inaugural Family Weekend**

- October 14,15,16, 2016
- *From grandparents to siblings, Family Weekend gives the whole **family** a chance to **see Florida Poly** through the **eyes of their student**. The weekend will feature a wide variety of programming options, including movie-on-the-lawn, inaugural parent association meeting, State of the University presentation, family vs. student field day events, evening entertainment, and farewell brunch*



FLORIDA

POLYTECHNIC
UNIVERSITY

Student Services Update

Steve Warner
September
2016

AGENDA ITEM: X

**Florida Polytechnic University
Board of Trustees
Academic and Student Affairs Committee
September 7, 2016**

Subject: Internships and Academic Success Center Update

Proposed Committee Action

No Action Required- Information only

Background Information

Dr. Kathryn Miller will provide the Academic and Student Affairs Committee an update on the student internships that took place this summer.

Supporting Documentation:
Presentation

Prepared by: Dr. Kathryn Miller, Vice Provost of Academic Support Services

FLORIDA

POLYTECHNIC
UNIVERSITY

**Academic Support Services:
Summer 2016 Internship Review**

Kathryn Miller
7 September 2016

Academic Success Trends

The screenshot shows the NACE (National Association of Colleges and Employers) website. The header includes the NACE logo, a search bar, and social media icons. The navigation menu is highlighted with 'MyNACE' and 'Conference & Expo'. The main content area features a sidebar with 'Position Statements' and a main article titled 'Position Statement: U.S. Internships'. The article includes an abstract and an overview of experiential learning experiences.

Position Statements

- Position Statement: First-Destination Surveys
- Position Statement: Guns Off Campus
- Position Statement: U.S. Internships**
- Position Statement: U.S. Talent Crisis

Position Statement: U.S. Internships

A Definition and Criteria to Assess Opportunities And Determine the Implications for Compensation

ABSTRACT

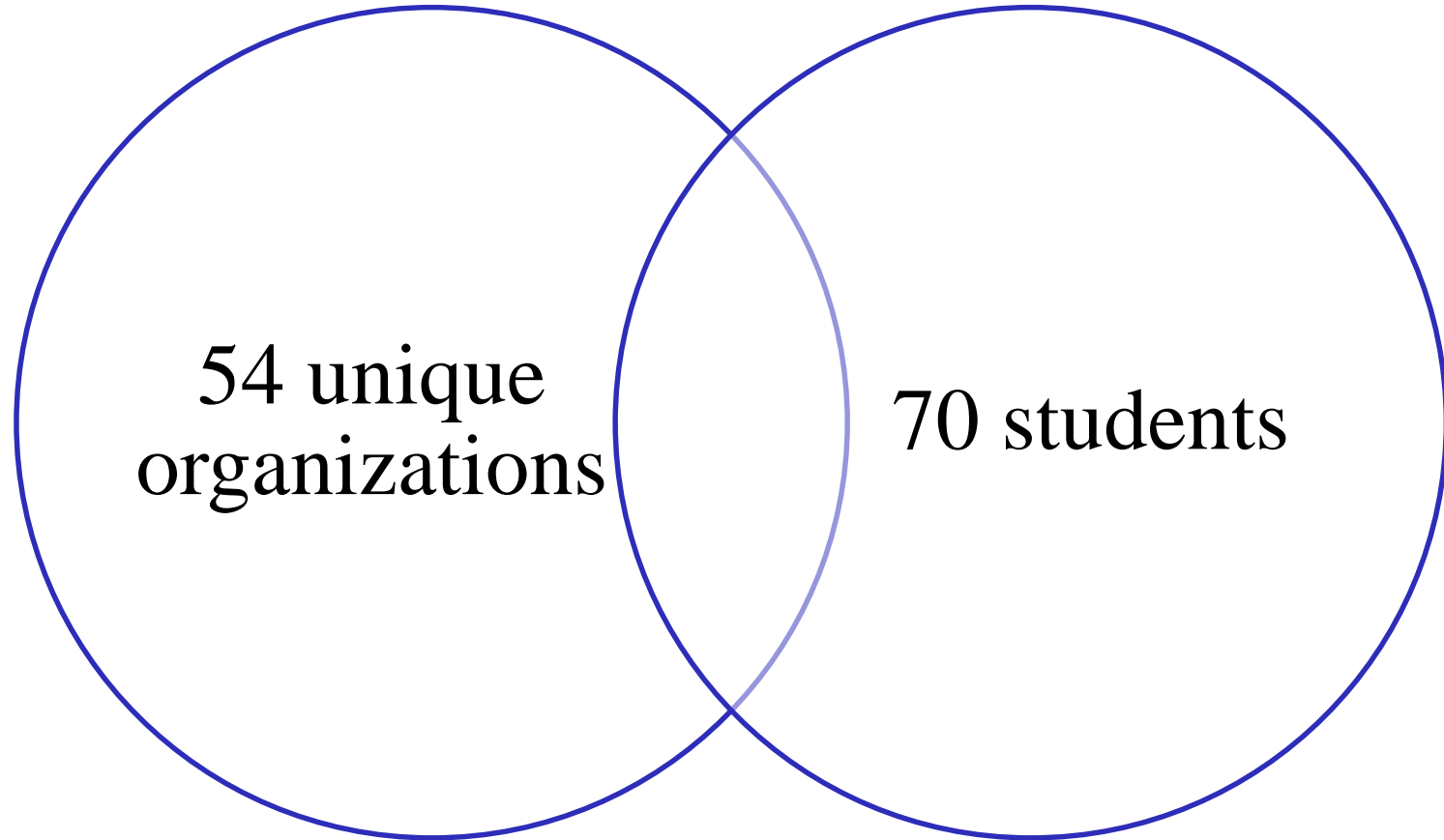
Experiences through which students can apply their academic knowledge in work settings are a vital component of a college education. These experiences are widely labeled as “internships,” but the criteria for and oversight of these experiences vary widely among institutions of higher education and employers in the United States. This paper examines the characteristics of a legitimate internship and the conditions under which such an experience can be engaged on an unpaid basis. At the foundation of this paper is the tenet that an internship is a legitimate learning experience benefitting the student and not simply an operational work experience that just happens to be conducted by a student.

Overview of Current Perspectives for Experiential Learning Experiences

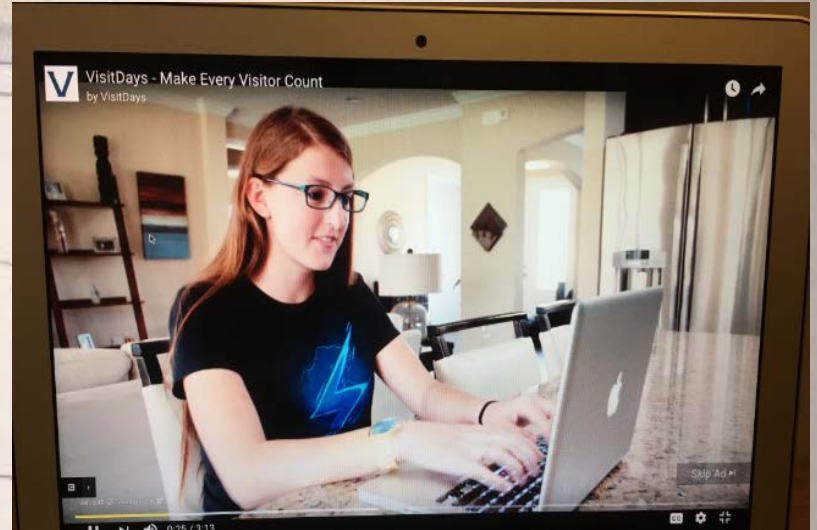
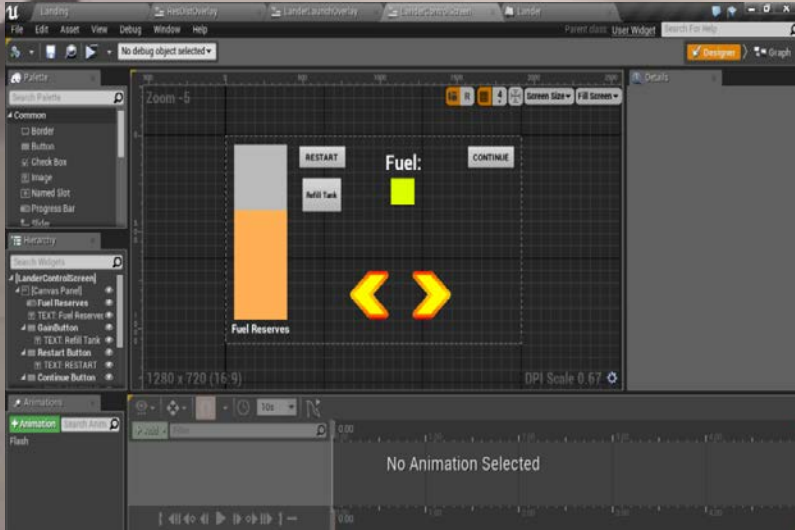
Experiential learning is a crucial component of a college education. Experiential learning encompasses a wide variety of enriching opportunities for students, including service-learning, volunteering, student organization leadership and campus involvement, faculty-led research and projects, experiential study-abroad, student employment/work-study, cooperative education, and internships. This position paper concerns itself specifically with internships.

Experiential learning is a vital component of a college education.

Internships Summary



Summer 2016 Internships



All provide a description of each part...

Each area related with proper name...

Message / print / copy on level...

Player completed by finished...

Sponsor Evaluations

The intern's quality of work was regularly accurate and timely.*	3.80
The intern regularly demonstrated professionalism.*	3.83
The intern demonstrated initiative.*	3.78
The intern was willing and able to learn new concepts.*	3.90
The intern's communication skills were regularly strong.*	3.66
The intern's academic preparation was sufficient for this internship.*	3.68
Overall Performance*	3.71

**Feedback given on a 4.0 scale:
4—Strongly Agree, 3—Agree, 2—Disagree, 1—Strong Disagree**

Excelled Areas

- **Internship Sponsor Evaluation**
- **Areas where Florida Poly interns excelled**
 - Quality of Work (3.80/4.0)
 - Professionalism (3.83/4.0)
 - Initiative (3.78/4.0)
 - Ability and Willingness to learn new concepts (3.9/4.0)

Florida Poly interns display strong initiative and professionalism in the workplace, are able to easily learn new concepts, and produce quality work.

Opportunities

- **Internship Sponsor Evaluation**
- **Opportunity areas for Florida Poly interns**
 - Communication Skills (3.66/4.0)
 - Academic Preparation as aligned to the internship expectations (3.68/4.0)

Florida Poly summer 2016 interns were primarily rising juniors.

- Key academic skills will be integrated in junior and senior coursework**
- University opportunities to develop strong communication skills**

Plans

- **Curriculum**
 - EGN 3416L-Design 1
 - EGN 3417L-Design 2
 - EGN 4418C-Design 3
- **Academic Success Center Communication Skills Workshop**
 - Students will learn to:
 - Write business documents that are clear, concise and objective-oriented
 - Develop and deliver effective oral presentations
 - Improve personal delivery in presentations, interviews, telephone conversations and meetings

Advanced Coursework and Workshops will prepare students to excel in the workplace.

Next Steps

Lockheed Martin	General Electric
Microsoft	Valve
Google	Northrop Grumman
Apple	Tesla Motors
Disney Parks & Resorts	Harris Corporation
Publix Supermarkets	Coca Cola
SpaceX	Cisco
Amazon	Universal Studios & Resorts
Siemens	Nielsen
NASA	AMD
Intel	NVIDIA
IBM	Jabil
Saddle Creek Logistics	Blue Origin
Bright House Networks	EA

**Where do Florida Poly students see themselves working?
131 students replied to a June 2016 survey.**