

Academic and Student Affairs Committee Minutes
Trustee Nicole Washington, Chair
December 3, 2020

The meeting was called to order by Trustee Nicole Washington. Ms. Valeria Singleton called the roll and the following committee members were present: Ann Marie Cavazos, Kristin Harper, David Lawrence, Xavier McClinton, and Nicole Washington. A quorum was established.

Trustee Lawrence moved to approve the minutes for the meeting on September 3, 2020. The motion was seconded by Trustee Harper and the motion carried.

Trustee Cavazos moved to approve the minutes for the meeting on September 24, 2020. The motion was seconded by Trustee Harper and the motion carried.

The Committee recommended approval of the following items:

Request for Leave Without Pay for Nandi Riley - In accordance with BOT Policy Number 2005-21, the University will consider requests for unpaid leave of absence from regular employees who have at least one year of continuous service. The University grants leave of absence for the following reasons: parental, medical, educational, military service, and personal.

Ms. Riley has requested leave without pay to serve a one-year term as secretary/treasurer for the Florida Education Association from September 25, 2020 through September 24, 2021. In this role, she will advocate for educators throughout the state of Florida.

Trustee Harper moved to approve the request for leave without pay for Nandi Riley. The motion was seconded by Trustee Cavazos and the motion carried.

Amendments to Student Affairs Regulations – Dr. William Hudson, Jr., presented revisions to the following regulations:

- Regulation 2.012 – Student Code of Conduct
- Regulation 2.013 – Due Process, Other Rights and Responsibilities
- Regulation 2.028 – Anti-Hazing

Trustee Lawrence moved to approve the revised regulations. The motion was seconded by Trustee McClinton and the motion carried.

Student Affairs Updates – informational updates were provided:

- Dr. William Hudson, Jr., provided the current recruitment data through December 1. COVID-19 has had a significant impact on students and families as it relates to delayed testing (ACT/SAT), but FAMU is working with the students, parents, guidance counselors, and school districts. FAMU has been approved to provide the Residual ACT on campus and will begin that process December 5, 2020, adhering to social distancing guidelines for students who do not have the opportunity to take the ACT due to cancellations or social distancing in local communities. We plan to offer the residual ACT test monthly for the next four months and still encourage students to register in their local community for the ACT or SAT. In addition, the enrollment management staff will continue to be proactive in the recruitment of the best and brightest students with the support of current students, faculty, and staff.

- Next, Ms. Teri Little-Berry provided updates on transfer services and career and professional development:
 - During the fall 2020, there were 2,397 transfer students enrolled at the university compared to 2,183 for fall 2019. Approximately 1,844 of the 2,397 transfer students are Florida College System transfers. There are currently 2,066 students enrolled in the Ignite program. In fall 2019 there were 1,954 students participating in the Ignite program. The Transfer Services team has been able to complete a total of 70 virtual transfer recruitment events with additional events remaining for the month of December.

 - The FAMU Career and Professional Development Center (CPDC) had an exciting year and some new initiatives were implemented. The office experienced an increase in employer partnerships. Two factors contributed to this increase: virtual recruitment opportunities and employers' expanding their diversity recruiting initiatives. During the two-day expo, we had a 64% increase in the number of employers that registered. This equates to 140 additional employers who participated this year. The CPDC is in the process of updating the tracking system regarding internship and job offers obtained through the career expo.

In 2021, the CPDC will partner with the School of Architecture and Engineering Technology to manage their job fair event in our HireARattler powered by the Handshake system. We also hosted the Statewide Job Fair in partnership with the Florida Career Centers, which includes the 12 public universities.

Further, the addition of career specialists in spring 2020, have allowed us to expand our services and be more intentional in the programs we offer. Finally, Ms. Shereada Harrell, Director for Career & Professional Development was thanked for her leadership and service to the University. Ms. Harrell will be leaving the university in January 2021.

- The final informational update was from Mr. Bryan Smith regarding the hazing prevention initiatives.
 - Mr. Smith stated that several hazing prevention educational seminars were conducted in October. In addition, there was a meeting held with Alivetek, the company that facilitates the SUS' online hazing prevention module.
 - The University will continue a series of hazing prevention safety trainings during the spring 2021 semester and it is expected that the annual Florida SUS Hazing Prevention Summit will reconvene at the University of South Florida in May 2021.
 - The University is currently investigating two allegations of hazing and will update the BOT once the investigation is completed.

Academic Affairs Updates – The following informational updates were provided:

- Provost Edington provided a brief update on spring semester instruction.
 - The university will offer a mixture of face-to-face, hybrid, hyflex, remote, and online courses during the spring semester. In addition, we are working on upgrading the classroom technology to accommodate hyflex instruction since it is a new mode of instruction for our campus.
 - Additional training will be provided to faculty and the training will focus on hyflex instruction.
 - As a reminder, spring break has been canceled and the semester will end one week early.
 - The semester will start on January 6; however, all courses will be taught remotely through January 15. On January 19, the courses will be delivered via face-to-face, hybrid, and hyflex. Hyflex is a mode of instruction whereby the faculty member teaches in the physical classroom space and there will be students in taking the course remotely and there will be students seated in the classroom. Therefore, the faculty member is teaching students simultaneously via two different models.
- Dr. Allyson Watson, Dean of the College of Education provided an update on FAMU Development Research School. Dr. Watson was joined by Mr. Micheal Johnson, DRS Superintendent.
 - There are currently 622 students and we have a waiting list of 50 students.
 - Several initiatives have been implemented this year to include hiring a data and accountability coordinator. The need to produce data that inform our decisions have been essential. In addition, we have a new admission process where we look at a holistic point of view for admitting students.
 - The DRS model was explained. A lab school is essentially a training center that will allow students and teachers to work cohesively with the university or business organization to which it's attached. FAMU DRS is a place where learning is in a cyclical fashion.
 - Last academic year, a Teacher Academy was implemented that allows every student enrolled in EDF 1005 (the introduction education course) to get field experience at FAMU DRS.

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- Ms. Beverly Barrington, Vice President for Strategic Planning, Analysis and Institutional Effectiveness, provided an update on the key performance indicators of the university's strategic plan.
 - As a reminder, the six strategic priorities for the 2017 – 2022 strategic plan are exceptional student experience; excellent and renowned faculty; high impact research, commercialization, outreach and extension services; transformative alumni, community and business engagement; first-class infrastructure; and outstanding customer experiences.
 - The actual outcomes of key performance indicators starting with the baseline year of 2016 – 2017 were discussed. Ms. Barrington also discussed the trend lines that graphically showed how the university has performed on each metric and a color code to indicate where the university is in meeting the goals stated in the strategic plan.
 - The university met goals for average cost to student and number of patents.
 - The university is on track to meet the goal for FTIC 2d year retention rate, academic progress rate, FTIC 4-year graduation rate, FTIC 6-year graduation rate, number of research doctorates awarded, and total R&D expenditures.
 - Based on advisement or recommendations from the Board of Governors during the annual accountability plan reporting or some legislative action, the focus has changed for the following metrics: the percent of bachelor's degrees without excess credit hours, number of degrees awarded, and fall headcount enrollment. Although the metric for the percent of bachelor's degrees without excess credit hours will be replaced in 2021, the university will continue to focus on this metric and we will continue our efforts of meeting the 60% target.
 - There are several metrics that require the university to focus on in order to meet the goals of the strategic plan. Those metrics needing improvement: percent of bachelor's graduates enrolled or employed; median wages of bachelor's graduates employed full-time; bachelor's degrees awarded in programs of strategic emphasis; graduate degrees awarded in programs of strategic emphasis; AA transfers headcount enrollment; annual giving; and endowment value.
 - Currently, the university is subscribing to a system through the Board of Governors to track the employment of the graduates. The system will be updated to reflect data from all 50 states.

There being no further discussion, the meeting was adjourned at 10:07 a.m.

Respectfully submitted,

Nicole Washington, Committee Chair