

Academic and Student Affairs Committee Minutes
Trustee Nicole Washington, Chair
September 16, 2021

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, Michael Dubose, Kristin Harper, David Lawrence, Craig Reed, Nicole Washington, and Carrington Whigham. A quorum was established.

Trustee Dubose moved to approve the minutes for the meeting on June 2, 2021. The motion was seconded by Trustee Cavazos and the motion carried.

The Committee recommended approval of the following items:

Textbook Affordability Annual Report - Dr. Edington stated that the Florida Statutes [subsection 1004.085(8)] on Textbook Affordability requires that each state university board of trustees submit a report by September 30 of each year to the Chancellor of the State University System. The report includes the textbook and instructional materials selection process for general education courses and high-enrollment courses; specific initiatives of the institution designed to reduce the costs of textbooks and instructional materials; policies implemented related to the process; and the number of courses and course sections that were not able to meet the textbook and instructional materials posting deadline for the previous academic year.

Trustee Harper moved to approve the Textbook Affordability Annual Report. The motion was seconded by Trustee Dubose and the motion carried.

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 27, 2021 through September 26, 2022. In this role, she will advocate for educators throughout the state of Florida.

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

Implementation of the Career Center Dashboard – In compliance with CS/HB1261, FAMU proposes a strategy to build a career center dashboard that will aid in the development of career action plans for all Undergraduate students, including degree-seeking, first-time-in-college, readmitted and transfer students.

HB 1261: Each state university board of trustees shall adopt procedures to connect undergraduate students to career planning, coaching, and related programs during the first academic year of the student’s enrollment. Such procedures must be approved by the BOG and include placing a hold on student registration before the end of the first year of each student’s enrollment. To lift the hold and register for classes, each student must:

1. Register with the university’s career center.
2. Complete a career readiness training module provided by the career center.
3. Be directed to the dashboard established in subsection.
4. Affirmatively indicate that he or she has been provided with the information required under this paragraph and is aware of the employment and wage prospects for his or her declared major.

Students will complete the career modules online and schedule a time with their assigned career specialist in the Career & Professional Development Center at FAMU. The registration hold will take effect in spring 2023, blocking registration for summer 2023 and fall 2023 courses for students who have not completed the above requirements. Approval of Career Center procedures for implementation of the dashboard that must be submitted to the BOG prior to December 2021.

Trustee Whigham moved to approve the implementation of the Career Center dashboard. The motion was seconded by Trustee Harper and the motion carried.

Amendment to BOT Regulation 2.012 (Student Code of Conduct) - This Regulation is being revised to align with new requirements in Section 1006.60, Florida Statutes, which took effect July 1, 2021. The new requirements expand the role of advisors, advocates and legal representatives in the conduct process and includes specific timeframes for elements of the conduct process. The revised Regulation is also consistent with the amended Florida Board of Governors Regulation 6.0105.

Trustee Dubose moved to approve the amendment to BOT regulation 2.012. The motion was seconded by Trustee Cavazos and the motion carried.

Amendment to BOT Regulation 2.013 (Due Process, Other Rights and Responsibilities) - This Regulation is being revised to align with new requirements in Section 1006.60, Florida Statutes, which took effect July 1, 2021. The new requirements expand the role of advisors, advocates and legal representatives in the conduct process and includes specific timeframes for elements of the conduct process. The revised Regulation is also consistent with the amended Florida Board of Governors Regulation 6.0105.

Trustee Harper moved to approve the amendment to BOT regulation 2.012. The motion was seconded

by Trustee Dubose and the motion carried.

Student Affairs Updates – informational updates were provided:

- Dr. William Hudson, Jr., and his team provided updates on the onboarding process for students, preliminary enrollment data, housing occupancy, and financial aid awards. In addition, an update on hazing prevention was provided.
- Ms. Teri Little-Berry provided an in-depth update on the onboarding process for prospects to be admitted and those who complete new student orientation.
- The university's current enrollment is 9,005 students. This represents an incoming class of 1,174 first time in college students and 687 new transfer students. Compared to 1,043 first time in college students and 530 transfer students in 2020. This represents a 12.5 % increase in first time in college students and a 29% increase in transfer students entering the university for the first time this academic year.
- A housing study will be completed by the end of this term. The last study was completed in 2016 (pre-COVID-19) and we would like to have a study done to survey current students on and off campus, a review of existing facilities, a financial analysis, and a market survey of economic and demographic trends. Also, we must take into consideration the demolition of Gibbs and consider the impact of COVID-19 on future residence life on campus.
- The final informational update was from Mr. Bryan Smith regarding the hazing prevention initiatives.
 - Hazing prevention education was provided to all clubs and organizations (and their Advisors) on August 31.
 - All Greek letter organizations received training September 8 – 9, 2021. The training was in partnership with FAMUPD. In addition, we will provide some informational sessions during the National Hazing Prevention Week which is September 20 - 24.
 - The SUS Board of Governors' Regulation 6.021 mandates that all SUS member institutions annually report the number of hazing incidents which required a disciplinary proceeding that resulted in the student, organization, or group being found responsible for a hazing incident.
 - During summer 2020 and spring 2021, there were zero reports of hazing.
- Mr. Ashley H. Davis was introduced as the new Assistant Vice President/Director of Emergency Management.

Academic Affairs Updates – The following informational updates were provided:

- Provost Edington provided brief updates.
 - In fall 2021, 90.7% of the courses are being taught in-person, 9.3% of the courses are being taught online.
 - Discussed the Academic Program Prioritization Initiative to include new programs for consideration in 2021. The priorities were also discussed: strengthen academic programs, increase degree production in Programs of Strategic Emphasis (PBF), optimize operational

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- efficiencies, and identify opportunities for program investment/divestment. Academic Affairs will host a workshop to gather additional input from trustees about this project.
- Ms. Mira Lowe was introduced as the new Dean for the School of Journalism and Graphic Communication. She will start on October 22.

There being no further discussion, the meeting was adjourned at 10:05 a.m.

Respectfully submitted,

Nicole Washington, Committee Chair