

Academic and Student Affairs Committee Minutes
Trustee Nicole Washington, Chair
September 24, 2026

Call to Order and Roll Call

Trustee Nicole Washington called the meeting to order. Ms. Valeria Singleton called the roll. The following committee members were present:

- Trustee Jamal Brown
- Trustee Kenneth Jones
- Trustee Raphael Vazquez
- Trustee Kennedy Williams

A quorum was established.

Follow-up Items

There was one follow-up item from the June Board of Trustees meeting regarding post-tenure review, so the final results would be provided during the presentation.

Action Items

1. Approval of Minutes – June 11, 2026

Trustee Vasquez moved to approve the minutes from the June 11, 2026, meeting. Trustee Williams seconded the motion. The motion carried.

2. Academic Calendars (2027-2028 and 2028-2029)

In accordance with the Florida Board of Governors Regulation 8.001, the Florida A&M University's proposed Academic Calendars for the 2027-2028 and 2028-2029 academic years were presented for approval. The calendars establish the University's official academic schedule. The proposed calendars were reviewed to ensure alignment with University operations and applicable Board of Governors requirements.

Trustee Vasquez moved to approve the academic calendars for 2027-2028 and 2028-2029. Trustee Brown seconded the motion. The motion carried.

3. Post-Tenure Review

In accordance with Florida Board of Governors Regulation 10.003, Post-Tenure Faculty Review, and University Regulation 10.204, Faculty Tenure, the final results of the Post-Tenure Review evaluations for Academic Year 2025-2026 were presented to the Board.

Post-Tenure Review, or PTR, is a Board of Governors-mandated evaluation of tenured faculty. Each tenured faculty member undergoes a comprehensive Post-Tenure Review every five years. FAMU is now completing the third year of first round of Post-Tenure Reviews.

The final results presented were slightly different from the preliminary results previously reported under the University's established PTR appeals process. For the 35 faculty members evaluated during the 2025-2026 cycle, the final ratings are as follows:

- 10 faculty members, or 28%, Exceeded Expectations — compared with 7 in the preliminary results;
- 23 faculty members, or 66%, Met Expectations — compared with 26 in the preliminary results;
- 1 faculty member, or 3%, Did Not Meet Expectations — unchanged; and
- 1 faculty member, or 3%, received an Unsatisfactory rating — also unchanged.

In addition, the Board of Governors also requests that universities report faculty members who retire or resign prior to completion of the Post-Tenure Review process. For this reporting cycle, one faculty member retired prior to completing the review process.

The University will continue to administer Post-Tenure Review consistent with Board of Governors Regulation 10.003 and University Regulation 10.204, while maintaining the rigor, consistency, due process, and accountability expected of the process.

Trustee Vasquez moved to approve the Post-Tenure Review results. Trustee Brown seconded the motion. The motion carried.

4. Tenure Upon Appointment

Two recommendations for Tenure Upon Appointment associated with the appointment of two of FAMU's newest academic leaders: Dean Simone Marstiller, J.D., Dean of the Florida A&M University College of Law, and Dr. Vanessa Sheppard, Dean and Executive Vice President of the College of Pharmacy and Pharmaceutical Sciences, Institute of Public Health, were presented to the Board of Trustees.

In accordance with University Regulation 10.204, Faculty Tenure, Tenure Upon Appointment is reserved for individuals whose academic credentials, scholarly and professional accomplishments, prior academic standing, and record of achievement warrant consideration for tenure at the time of appointment.

Both Dean Marstiller and Dr. Sheppard bring distinguished records of leadership and professional accomplishment to Florida A&M University. Their respective appointments represent important

additions to the University's academic leadership team and support our continued commitment to academic excellence, professional education, and student success.

Each candidate has undergone the appropriate academic and administrative review consistent with University requirements for Tenure Upon Appointment.

Trustee Brown moved to approve the Tenure Upon Appointment for Dean Simone Marsteller and Dr. Vanessa Shepard. Trustee Williams seconded the motion. The motion carried.

5. Annual Textbook and Instructional Materials Affordability Report

The Annual Textbook and Instructional Materials Affordability Report was presented pursuant to Florida Board of Governors Regulation 8.003 and Section 1004.085, Florida Statutes.

The University's report documents our textbook adoption and posting practices, compliance efforts, and, importantly, the initiatives we are implementing to reduce the cost of instructional materials for FAMU students.

- Fall 2025: 98% On-time Adoption Rate
- Spring 2026: 96% On-time Adoption Rate

Late adoptions and adoption changes were due to: new instructors added to new courses due to enrollment demand; faculty changing materials; and required modifications by the University bookstore for materials not available. I want to highlight in particular an important expansion of our textbook affordability works this year.

We have now embedded textbook affordability measures within the FAMU College of Law. Through this expansion, College of Law students can now participate in the Rattler Pack program, providing them with access to required course materials at a significantly reduced, predictable cost.

Trustee Brown moved to approve the Annual Textbook Affordability Report. Trustee Williams seconded the motion. The motion carried.

6. Self-Supporting Programs Annual Report

The University's Self-Supporting Programs Annual Report was presented consistent with Florida Board of Governors Regulation 8.002, Self-Supporting and Market Tuition Rate Program and Course Offerings. These programs are expected to recover their appropriate instructional costs and operate without supplanting existing state-supported academic offerings.

FAMU has three (3) self-supporting programs: Master's in Public Health, Master of Science in Nursing, and Master of Business Administration. The net revenue for each of the programs is as follows, which exceeds the expenditures for each of the programs:

- Master's in Public Health: \$432,900.00

- Master of Science in Nursing: \$1,096,536.00
- Master of Business Administration: \$184,536.00

Trustee Brown moved to approve the Self-Supporting Programs Annual Report. Trustee Williams seconded the motion. The motion carried.

7. CIP Code – Pharmaceutical Sciences, Ph.D.

This action was presented within the framework of Florida Board of Governors Regulation 8.011, Academic Degree Program Coordination and Approval, and the State University System's requirements governing the classification and maintenance of academic degree programs.

The proposed action ensures that the Ph.D. in Pharmaceutical Sciences is appropriately classified and that its CIP designation accurately reflects the program's academic content and disciplinary focus. While Board approval is only required for the Ph.D., the bachelor's and master's programs will also undergo the same CIP Code. This change will result in one new Program of Strategic Emphasis. The Master's in Pharmaceutical Sciences will formally be designated as a PSE upon approval by the Board of Governors' Office.

Trustee Brown moved to approve the proposed classification. Trustee Williams seconded the motion. The motion carried.

Informational Items

Student Affairs Updates

Dr. William Hudson, Jr., provided the following updates:

Academic and Student Affairs are taking a coordinated, student-centered, and data-informed approach to strengthen recruitment and enrollment in Programs of Strategic Emphasis. The goal is to connect prospective and current students with high-demand academic programs, clear curriculum pathways, career opportunities, and support services.

Key strategies include:

- Targeted recruitment,
- Enhanced recruitment messaging,
- Alumni engagement,
- Collaborative outreach,
- Multiple recruitment methods,
- Reducing enrollment barriers,
- Data-informed monitoring, and
- Continuous improvement.

Academic Affairs Updates

Dr. Allyson L. Watson provided the following updates:

The university is taking a proactive, data-driven approach to student success by managing lead indicators and intervening early. The overarching goal is to ensure that improvements in recruiting high-achieving students translate into stronger outcomes in retention, progression, completion, and graduation.

Key points include:

- Lead and lag indicators;
- Early student intervention;
- Technology and data tools: The university is using the Civitas early alert system, EAB, JPMorgan Chase, and Xerox to improve student engagement, identify risks, and facilitate earlier interventions;
- ARIA chatbot: ARIA was recently introduced to more than 1,200 freshmen, providing students with another resource for information and support;
- Retention and completion strategies: The university is incorporating NIST-informed practices and indicators to strengthen strategies focused on retention, progression, and degree completion;
- Recruitment of high-achieving students; and
- Connecting recruitment to graduation.

These efforts are aligned with the university's goals for SUS30 and improved Performance-Based Funding (PBF) graduation metrics.

Adjournment

There being no further discussion, the meeting was adjourned at 9:30 a.m.

Respectfully submitted,

Nicole Washington
Chair, Academic and Student Affairs Committee