

Academic and Student Affairs Committee Minutes
Trustee Nicole Washington, Chair
May 20, 2024

Trustee Nicole Washington called the meeting to order. Ms. Valeria Singleton called the roll, and the following committee members were present: Ezzeldin Aly, Otis Cliatt, Deveron Gibbons, Kristin Harper, Loryn May, and Nicole Washington. A quorum was established.

Trustee Cliatt moved to approve the minutes for the meeting on March 6, 2024. Trustee Aly seconded the motion, and the motion carried.

Follow-up Items from the March meeting – Dr. Hudson and his team will provide an update regarding the FAFSA application process. In addition, Dr. Kinsey will give an update on the Academic Program Prioritization.

The Committee recommended approval of the following items:

Request for Leave of Absence - Per BOT Policy Number 2005-21, the University will consider requests for unpaid leave of absence from regular employees with at least one year of continuous service. The University grants leave of absence for the following reasons: parental, medical, educational, military service, and personal.

Trustee Harper moved to approve Dr. Elise Simmons' leave of absence from August 12, 2024, through May 9, 2025. Trustee Cliatt seconded the motion, and the motion was carried.

Regulation 4.008 – Religious Holidays - This regulation outlines the process for accommodating religious observances. The regulation aligns with other SUS institutions' rules and policies, although the policies are not identical and may vary in non-material ways, such as reporting timeframes and reporting procedures.

Trustee Harper moved to approve the Regulation 4.008. Trustee Cliatt seconded the motion, and the motion was carried.

Annual General Education Review - The Office of the Provost, in conjunction with academic unit administrators, faculty, and institutional partners in the Registrar's Office, General Education Assessment Committee, and University Curriculum Committee, reviewed FAMU's general education course offerings to ensure compliance with the content, principles, and standards required for general education courses in the state of Florida in accordance with statutory and regulatory requirements. Upon approval by the Board of Trustees, FAMU's list of general education course offerings will be submitted to the Board of Governors by the required deadline of September 1.

Question: Please provide a high-level overview of the changes.

Response: The course descriptions changed to match the course numbers in the statewide course numbering system. Also, the math pathway aligns with the new statutory and regulatory requirements due to work done with faculty committees for the Florida Department of Education. Since the work has been finalized, two new math requirements are in place for incoming students starting the academic year 2024 – 2025. In addition, some courses that are no longer offered at the University have been discontinued.

Trustee Gibbons moved to approve the Annual General Education Review Report. Trustee Harper seconded the motion, and the motion carried.

Credit Hour Reduction - The faculty members of the Chemical Engineering and Biomedical Engineering programs proposed reducing the total number of credit hours required for their respective degrees from 131 to 128. The primary objective of the proposed action is to improve student outcomes, including graduation rates, retention, and persistence, for those enrolled in these programs. In addition, the change aligns the credit hour requirements of these programs with other undergraduate programs offered by the FAMU-FSU College of Engineering.

Trustee May moved to approve the reduction in degree program hours for the Chemical Engineering and Biomedical Engineering programs. Trustee Harper seconded the motion, and the motion carried.

New Degrees – Master’s and Ph.D. in Aerospace Engineering – The FAMU-FSU College of Engineering is seeking to implement new graduate-level programs in aerospace engineering at the master's and doctoral levels. The proposed programs will leverage the existing faculty and resources of the FAMU-FSU College of Engineering to offer joint degrees. The curricula will include theoretical and applied aspects of fluid dynamics, gas dynamics, fluid-structure interactions, smart materials, uncertainty quantification, and flow control. The master's program will focus on experiential learning and industry collaboration. The doctoral program will foster research excellence within the discipline and industry. The master's degree requires 30 credits, while the doctoral degree requires 48 credits for those with a master's degree and 60 credits for those entering with a bachelor's degree.

Trustee Harper moved to approve the proposed master’s and doctoral program in Aerospace Engineering effective fall 2025. Trustee Cliatt seconded the motion, and the motion carried.

Tenure - The departments reviewed applications for tenure, the colleges/schools, the University Tenure and Promotion Committee, Provost Watson, and President Robinson. The applicants were evaluated based on their professional experiences, teaching effectiveness, university service, public service, demonstrated contributions to their teaching discipline, technical and performance competencies, publications and research records, certifications, and exceptional scholarly or creative activities.

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The 12 faculty members listed below were nominated for tenure:

Candidate Name	College/School	Department/Division
Sarah Buxbaum	College of Pharmacy and Pharmaceutical Sciences_ Institute of Public Health (COPPS_IPH)	Epidemiology and Biostatistics
Fatimah Sherbeny	College of Pharmacy and Pharmaceutical Sciences_ Institute of Public Health (COPPS_IPH)	Economic, Social, and Administrative Pharmacy
Lee Bushong	College of Social Sciences, Arts and Humanities	Sociology and Criminal Justice
Candidate Name	College/School	Department/Division
Nkechinyelum Chioneso	College of Social Sciences, Arts and Humanities	Psychology
Tiffany Packer	College of Social Sciences, Arts and Humanities	History and Political Sciences
Abdul Sharif	College of Social Sciences, Arts and Humanities	History and Political Sciences
Mozhgan Entekhabi	College of Science and Technology	Mathematics
Anosh Gill	School of Journalism and Graphic Communication	Graphic Communication
Hsuan Huang	School of Journalism and Graphic Communication	Public Relations
Odell Stroud	School of Allied Health Sciences	Healthcare Management
Omolola Betiku	College of Agriculture and Food Sciences	Agricultural Sciences
Anthony Ananga	College of Agriculture and Food Sciences	Food Science

Trustee Harper moved to approve the recommendations for tenure. Trustee Aly seconded the motion, and the motion carried.

Student Affairs Updates – informational updates were provided:

- Dr. William Hudson, Jr., and his team provided updates on enrollment management, financial aid, student housing, and hazing prevention.
- The Office of Undergraduate Admissions and Recruitment continues to experience increases in first-time-in-college (FTIC) applications with a 2.3% increase.
 - Approximately 3,805 FTIC students have been admitted, with the goal of enrolling 1,500 FTIC students. This admitted cohort's average GPA and test score is 3.98, with a 23 ACT score and an 1150 SAT score.
- The Office of Financial Aid continues to monitor the US Department of Education’s (USDOE) website for updates regarding the FAFSA simplification. On May 1, the University started receiving the FAFSA and updated the students' files. The University has received 10,582 matched FAFSA records (students who have applied for admission or are attending FAMU). In addition,

2,690 files were rejected due to several issues, such as data not matching the US Department of Education, missing the parent's signature, IRS data retrieval, etc. There are 1,743 students with pending files due to selection for verification, or additional information must be submitted. To date, 6,150 students have been awarded financial aid for Fall 2024. 981 FTIC students have been awarded aid, with 719 students pending verification.

- Summer Awards: Financial Aid has been awarded to 3,355 undergraduate and graduate students. Also, financial aid has been awarded to 163 law school students.

Communication is provided continuously to notify students of their awards.

- The Housing Office has seen an increase in housing deposits. One thousand three hundred fourteen newly admitted students have submitted their housing applications and deposits, and 1,473 returning students have submitted their housing applications and deposits for Fall 2024.
- The final informational update was regarding the hazing prevention initiatives:
 - There are no active investigations of a possible violation of University Regulation 2.028.
 - The 2024 Hazing Prevention Summit will be on the University of Central Florida campus.

Academic Affairs Updates – The following informational updates were provided:

- Provost Watson and her team provided brief updates on Academic Program Prioritization, FAMU DRS, College of Law, and Post-Tenure Review.
 - **Academic Program Prioritization** – The University completed phase one of the academic program prioritization study, where we are developing a model that focuses on workforce and student demand, academic program productivity, and strategic alignment to FAMU's and the Board of Governors' priorities.

We are currently in phase two of the study, and we will continue to focus on high student demand and workforce and industry demand. Also, we are focusing on faculty research productivity along with the impact on the performance-based funding metrics and strategic priorities. Within this particular phase, much of the attention is dedicated to curriculum reform for the undergraduate programs and curriculum reforms for the STEM programs.

There was a two-day curriculum workshop that included the development of critical milestones of success so that we can work to increase retention among our students and graduation rates, specifically in the STEM areas. Also, we worked with faculty to revise the curriculum and to increase flexibility. We are implementing more intrusive advising and guidance related to significant compatibility and career readiness.

- **College of Law** – An update was provided about the upcoming exam and the new Bar Review boot camp. Interim Dean Howard expressed enthusiasm about the 3-day camp, including a full day of simulated multi-state bar exam. He also mentioned that they would have a live review of the most critical 200 questions instrumental in his bar exam success. Trustee Perry

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proposed a meeting with Interim Dean Howard to understand more about the timing and details of the program.

- **FAMU DRS** - Superintendent Michael Johnson reported that 100% of the graduating seniors are college or career-ready. Fifteen of the forty seniors have been accepted to FAMU for the upcoming academic year. FAMU DRS has maintained a 95% graduation rate for two consecutive years.

Critical points of pride:

- 59% of the students in grades 3 through 10 improved in their progress monitoring and
 - 56% of the students' scores in math are at or above the state average.
- **Post-Tenure Review** – The post-tenure review process was extensive. It went through our legal process and the Division of Audit process, which is required by statute and regulation. The number of tenured faculty in the four performance rating categories was 40. The four categories are exceeded expectation, meets expectation, does not meet expectation, and unsatisfactory.
 - There were 15 faculty members who scored exceeded expectations, and those faculty members will receive a \$5,000 one-time bonus.
 - There were 20 faculty members who scored a meet expectation and will receive a \$2,500 one-time bonus.
 - There were three faculty members who scored did not meet expectations, and they will be assigned a performance improvement process.
 - Two reviews were suspended pending outcome of grievance process.

There being no further discussion, the meeting was adjourned at 11:17 a.m.

Respectfully submitted,

Nicole Washington, Committee Chair