BOARD OF TRUSTEES
Academic & Student Affairs Committee

Monday, April 26, 2021
3:00 PM - 5:00 PM

Florida Polytechnic University
WEBEX TELECONFERENCE MEETING

Dial in: 1-415-655-0001 | Access code: 185 163 8553#

MEMBERS		
Dr. Earl Sasser, Chair	Dr. Laine Powell	Samantha Ashby
Dr. Ala' J. Alnaser	Dr. Narendra Kini	

AGENDA

I.	Call to Order	Dr. Earl Sasser, Chair
II.	Roll Call	Zaira Medina
III.	Public Comment	Dr. Earl Sasser, Chair
IV.	Approval of the February 17, 2021 Minutes *Action Required*	Dr. Earl Sasser, Chair
V.	2020-22 Academic & Student Affairs Committee Work Plan Review	Dr. Terry Parker, Provost
VI.	Provost's Report	Dr. Terry Parker, Provost
	A. 2021-2023 Academic Calendar Approvals *Action Required*	
VII.	Closing Remarks and Adjournment	Dr. Earl Sasser, Chair
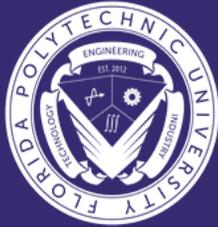
DRAFT MEETING MINUTES

Wednesday, February 17, 2021
8:30 AM – 9:30 AM

Florida Polytechnic University
WEBEX TELE-CONFERENCE MEETING

I. Call to Order

   Committee Chair Earl Sasser called the Academic and Student Affairs Committee meeting to order at 8:40 am.

II. Roll Call

   Zaira Medina called the roll: Committee Chair Earl Sasser, Trustee Laine Powell, Trustee Ala' J. Alnaser, Trustee Connor Coddington, and Trustee Narendra Kini were present (Quorum)

   Other Trustees Present: Chair Cliff Otto, Trustee Gary Wendt, Trustee Lyn Stanfield, Trustee Bob Stork and Trustee Beth Kigel.

   Staff Present: President Randy K. Avent, Provost Terry Parker, Ms. Gina DeIulio, Dr. Tom Dvorske, Mrs. Kathy Bowman, Dr. Ben Matthew Corpus, Mrs. Kristen Wharton, Ms. Michele Rush, and Ms. Zaira Medina

III. Public Comment

   There were no requests received for public comment.

IV. Approval of Minutes

   Trustee Narendra Kini made a motion to approve the Academic and Student Affairs Committee meeting minutes of November 18, 2020. Trustee Laine Powell seconded the motion; a vote was taken, and the motion passed unanimously.

V. 2020-22 Academic & Student Affairs Committee Work Plan Review

   Provost Parker reviewed the Work Plan items to be discussed today, including admissions and financial aid, four-year graduation improvement plan, Performance Based Funding (PBF), faculty hiring status, student and faculty diversity, spring COVID operations, and SACSCOC.

VI. Provost Report

   Provost Terry Parker presented his quarterly Provost's report. He stated that admissions gains across the SUS from fall 2020 are at risk for fall 2021, due mostly to the negative impact of COVID. Trustee Wendt inquired if Florida Poly admissions rates are up or down. Dr. Parker projects Florida Poly will be up 13% in applications; however, the University is down in terms of diversity projections.

Trustee Wendt inquired who approves this. Provost Parker responded this is approved at the Board of Trustee level and it goes no further than the Board.

Dr. Parker proposed a **Pilot Out-of-State Fee Waiver Program** that would waive $410 of the $510 per credit hour out-of-state fee. The Pilot would only apply to undergraduate students entering Florida Poly for the first time in the fall or spring semester of the 2021-22 Academic Year. Each of these students would be able to use the waiver for the out-of-state fee for the following 4-year period for a maximum of 120 credit hours. Dr. Parker also requested a corresponding increase in waiver authority.

Trustee Narendra Kini made a motion to recommend approval to the Board of Trustees of the proposed Pilot Out-of-State Fee Waiver Program and authorize an increase to the waiver authority by the amount necessary to effectuate the program. Trustee Laine Powell second the motion; a vote was taken, and the motion passed unanimously.

Chair Cliff Otto recommended approving the pilot plan for two years instead of one. Trustee Kini agreed with the two-year plan but recommended adding a review of the program after year one in case there are any issues that need to be addressed. Trustee Bob Stork inquired about extending the waiver authority to students already enrolled at Florida Poly. Provost Parker responded this pilot is drawn for next year and will not be extended to those currently enrolled. BenMatthew Corpus advocated for the two-year plan. The enrollment recruitment cycle starts 24-months prior to when students enroll and if they target high school juniors right now as they go into their senior year, the University will have a stronger enrollment for Fall 2022.

Trustee Narendra Kini made a motion to recommend approval to the Board of Trustees of the proposed Pilot Out-of-State Fee Waiver Program for the year 2022-2023 and authorize an increase to the waiver authority by the amount necessary to effectuate the program. Trustee Ala' J. Alnaser second the motion; a vote was taken, and the motion passed unanimously.

Trustee Laine Powell inquired about obtaining additional information on the coding certificate. Provost Parker responded Dr. Corpus will provide printed material.

Provost Parker reviewed data relating to Florida Poly's Performance Based Funding status. This is Florida Poly's first year in the program and there is some uncertainty with legislative funding in 2020-2021 due to the economy (COVID-19). Trustee Wendt inquired how much money might the University receive from Performance Based Funding. President Randy Avent responded if Florida Poly had been in the program last year, the institution would have received just over $4 million. Trustee Kini inquired if this type of funding requires being attentive at the legislative level or is this based purely off of metrics. President Avent responded this is quantitative by metrics; the University provides the data, and the Board of Governors calculates and distributes the money accordingly. The only input from the legislature is how much they fund the program.

Provost Parker reviewed faculty hiring targets and hiring activity to date. He also covered the spring 2021 instructional effort in light of COVID. Trustee Connor Coddington inquired how much percent of the 6% of students that filed an accommodation request was approved. Dr. Kathryn Miller will look for the information and provide to Trustee Coddington.

VIII.   Closing Remarks and Adjournment

With no further business to discuss, the Academic and Student Affairs Committee Meeting adjourned at 9:33 a.m.

Florida Polytechnic University
Board of Trustees
Academic & Student Affairs Committee
April 26, 2021

Subject: **2021-2023 Academic Calendar approvals**

Proposed Committee Action

Recommend approval of the 2021-2022 Academic Calendar and the 2022-2023 Academic Calendar to the Board of Trustees.

Background Information

The calendar dates are included as an attachment to this document. These calendars return to "pre-COVID-19" calendar dates.

Supporting Documentation: 2021–2023 Academic Calendars

Prepared by: Dr. Terry Parker, EVP & Provost

2021 – 2023 Academic Calendars
Florida Polytechnic University:

[Board of Governors Regulation 8.001, University Calendars](#), outlines the specific entry periods for fall, spring, and summer and other additional key points in the semester.

Exceptions to Policy
If your institution does not meet the entry point dates specified in regulation, please attach a request for an exception to this requirement.

Academic Calendar for the 2021 – 2022 Academic Calendar Year
Please complete the dates for the specified points of each term in the following table:

Activity	Institutional Date(s)
Fall 2021: First Day of Class	8/24/2021
Fall 2021: Breaks (no classes)	9/6/2021; 11/11/2021; 11/24/2021-11/27/2021
Fall 2021: Last Day of Class	12/8/2021
Fall 2021: Commencement	5/8/2022
Spring 2022: First Day of Class	1/10/2022**(end of document)
Spring 2022: Breaks (no classes)	01/17/2022; 2/8/2022; 03/05/2022-03/12/2022
Spring 2022: Last Day of Class	4/27/2022
Spring 2022: Commencement	5/8/2022
Summer "A" 2022: First Day of Class	5/16/2022
Summer "A" 2022: Breaks (no classes)	5/30/2022
Summer "A" 2022: Last Day of Class	6/24/2022
Summer "B" 2022: First Day of Class	7/5/2022
Summer "B" 2022: Breaks (no classes)	7/4/2022
Summer "B" 2022: Last Day of Class	8/12/2022
Summer "C" 2022: First Day of Class	5/16/2022

Activity	Institutional Date(s)
Summer "C" 2022: Breaks (no classes)	05/30/2022; 6/27/2022-07/01/2022; 07/04/2022
Summer "C" 2022: Last Day of Class	8/12/2022
Summer "D" 2022: First Day of Class	6/6/2022*(Tentative-Based on FL HS end date.)
Summer "D" 2022 Breaks (no classes)	7/4/2022
Summer "D" 2022: Last Day of Class	8/12/2022
Summer 2022 Commencement(s):	5/8/2022

Academic Calendar for the 2022 – 2023 Academic Calendar Year

Please complete the dates for the specified points of each term in the following table:

Activity	Institutional Date(s)
Fall 2022: First Day of Class	8/23/2022
Fall 2022: Breaks (no classes)	9/5/2022; 11/11/2022; 11/23/2022-11/26/2022
Fall 2022: Last Day of Class	12/7/2022
Fall 2022: Commencement	5/7/2023
Spring 2023: First Day of Class	1/9/2023
Spring 2023: Breaks (no classes)	1/16/2023; 2/14/2023; 3/4/2023-3/12/2023
Spring 2023: Last Day of Class	4/26/2023
Spring 2023: Commencement	5/7/2023
Summer "A" 2023: First Day of Class	5/15/2023
Summer "A" 2023: Breaks (no classes)	5/29/2023
Summer "A" 2023: Last Day of Class	6/23/2023
Summer "B" 2023: First Day of Class	7/3/2023

Activity	University Date(s)
Summer "B" 2023: Breaks (no classes)	7/4/2023
Summer "B" 2023: Last Day of Class	8/11/2023
Summer "C" 2023: First Day of Class	5/15/2023
Summer "C" 2023: Breaks (no classes)	5/29/2023;6/26/2023-6/30/2023; 7/4/2023
Summer "C" 2023: Last Day of Class	8/11/2023
Summer "D" 2023: First Day of Class	6/12/2023 *(Tentative-Based on FL HS end date.)
Summer "D" 2023: Breaks (no classes)	7/4/2023
Summer "D" 2023: Last Day of Class	8/11/2023
Summer 2023 Commencement(s):	5/7/2023

Please remember to attach the request for an exception is required.

**Exception Request for Spring 2021 and Spring 2022: FPU cooperatively works with the feeder high schools and Florida higher education institutions to ensure a smooth transition for incoming and outgoing students. We do not offer continuing education courses for teachers, school personnel.

Provost's Report

Terry Parker
Contributions from B.M. Corpus, T. Dvorske, K. Miller

April 26, 2021

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- **Reporting and Discussion**
  - **Admissions and Financial Aid**
  - **Student Affairs**
  - Four Year graduation improvement plan
  - Degree Program Additions and **Faculty Hiring Status**
  - **Student and Faculty Diversity (included in admissions and faculty hiring)**
  - Graduate Programs
  - Technology and Pedagogy

- **Special Discussion Items:**
  - *Enrollment growth*
  - *SACSCOC*
  - *Covid 19 and Learning Loss*

  Gray font items will not be discussed today

- **Approval Item**
  - **Academic year Calendar for 2021-2022 and 2022-2023**

Approval of the Academic Year Calendar

- **BOT regulation requires calendar adoption by March 1 prior to the start of the Academic Year**
  - **BOG informed of our proposed calendar**
  - **By Practice, annually approve two years in advance**
- **Calendar provided in the premeeting board materials**
  - **Dates follow BOG guidelines**
- **Proposed resolution:**
  - ***The Florida Poly Board of Trustees approves the proposed Academic Year calendars for 2021-2022 and 2022-2023 as presented in the meeting materials.***

The Admissions "Season" Remains Impacted by COVID-19

- **Key Impacts**
  - **High school shut down college fairs and visits**
  - **TESTING: Florida is the only system in the US that is NOT test optional**
  - **Uncertain behaviors:**
    - *Students wanting to stay closer to home*
    - *Students desperate to get away from home*
  - **Extraordinarily "different" high school senior year experience**

- **Competition for students**
  - **Continued concern over the number of students entering universities**
  - **Some universities with significant enrollment declines**
  - **State budget uncertainties making universities consider adding students at very low marginal cost**

Quality Measures for the Incoming FTIC Reflect Standardized Test Difficulties

FTIC Fall Cohort	Fall 2014	Fall 2015	Fall 2016	Fall 2017	Fall 2018	Fall 2019	Fall 2020		Fall 2021 *
Average SAT	1,250	1,200	1,200	1,269	1,287	1,275	1,327	*Gains are at risk*	1300
Average ACT	26.0	26.0	26.0	27.0	28.8	28.4	30.0		29
Average HS GPA	3.80	3.98	3.78	3.95	4.03	4.00	4.20		4.2
Ranked Top 10% in HS Class		17%	14%	22%	25%	25%	32%		38%
Top Quartile HS Class					45%	48%	49%		67%

*as of 4/23/21 deposited students only

Strong increases in High School rank for incoming FTIC

Incoming Class Size Remains Uncertain But Indications Are Strongly Positive

	Fall 2019	Fall 2020		Fall 2021*
New UGs	345	460		510
FTIC + Certificate	278	319		405
Transfer Students	64	75		80
First Year Stem Program	24	58		25
Graduate Students	27	35		25
Int Deposits	21	30		10
All New FTIC Female %	15.0%	16.6%		17%
All New FTIC Latino %	20.3%	24.5%		24%
All New FTIC Black %	5.8%	7.2%		8%
New Transfer Female	41%	19%		32%
New Black Transfer	0	4.8%		8.8%
New Latino Transfer	25%	19%		29%

- *Fall 2019 is Census and Fall 2020 Data is first day of class. New UG 2021 are projections as of 4/3/21 on all categories*
- *Graduate student numbers are very uncertain*
- *Purple shaded items are deposits as of late April for all years listed*

Student Affairs: A Critical Effort to Promote Student Engagement

- **University affinity groups, locally called University TEAMS, have been developed to provide added structure to the student experience.**
  - **Men's Club Lacrosse**
  - **Band Robotics**
    - *Vex World Championship Initiation (June 2021)*
  - **Women's Club Soccer**
  - **Archery**
  - **Ultimate Frisbee**
- **Leadership Initiative**
  - **Campus-wide initiative to bring student leaders together and provide leadership training**
- **Student Government Association**
  - **Is a catalyst for student engagement via the Campus Activities Board, End of Year Banquet, Development of "The Nest"**
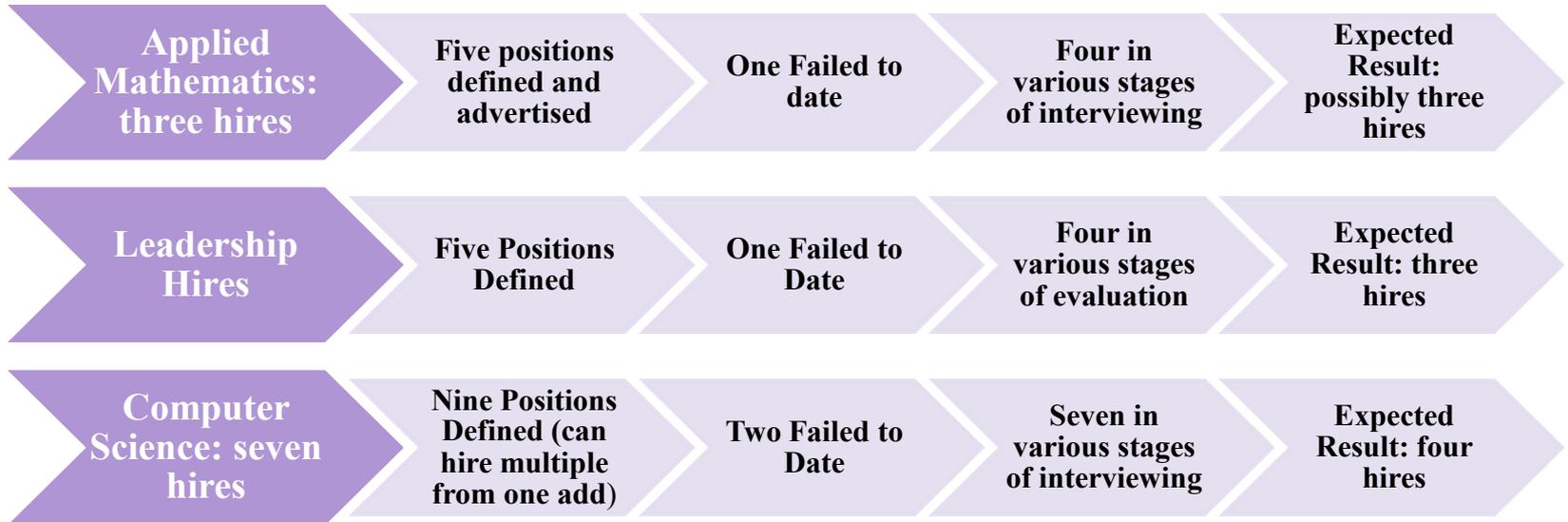
Hiring Program

- **Identify Targets by Department, Field, Sub-Field**
  - **Meet broad teaching needs and build areas of research strength**
- **Advertise by specific needs: rank and specific area**
  - **Recruit for more positions than we have to fill**
  - **~30 searches, each with a specific add and a distinct hiring committee**
  - **Strong Team effort by the faculty**
  - **Process: Triage, short phone confirmation, short Teams interview, full day remote interview, full day onsite interview**
    - *We are currently interviewing individuals onsite*
- **Promoting Diversity in the hiring activity**
  - **Committee "charge" included instruction for AVP Diversity and Inclusion**
  - **Each committee includes an individual that represents diversity in some way**
  - **Candidate selection requires approval**
    - *At least two searches sent back to reconsider recommendations*

The competition for high quality candidates makes the results very uncertain

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Examples

| Applied Mathematics: three hires | Five positions defined and advertised | One Failed to date | Four in various stages of interviewing | Expected Result: possibly three hires |

| Leadership Hires | Five Positions Defined | One Failed to Date | Four in various stages of evaluation | Expected Result: three hires |

| Computer Science: seven hires | Nine Positions Defined (can hire multiple from one add) | Two Failed to Date | Seven in various stages of interviewing | Expected Result: four hires |

Total Program

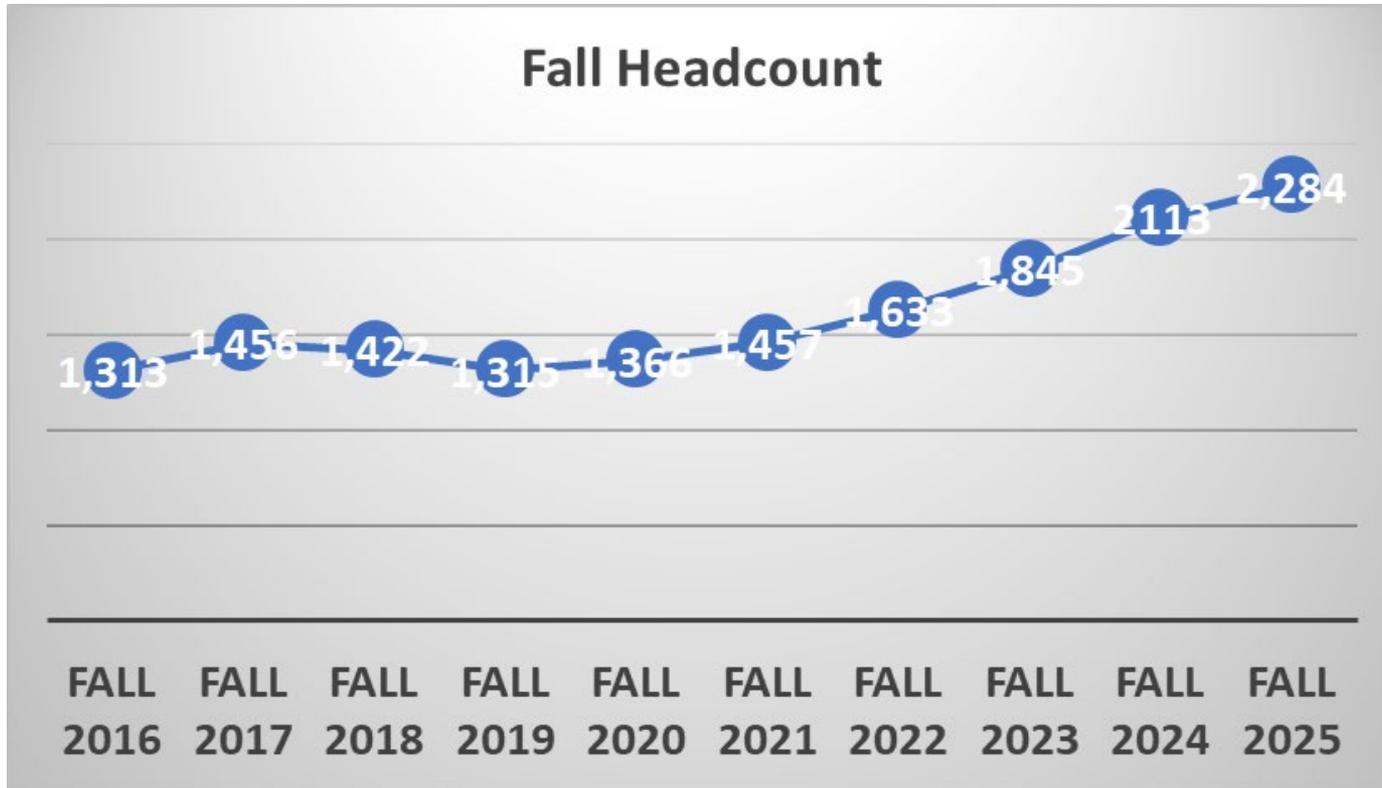| Overall: 25 hires | Overall: 32 positions defined | Expected result: very uncertain, likely ~12 |

- **Core Principles**
  - **Data Mine the Student Information System to provide cohort-based behaviors by entry year and semester**
  - **Forecast semester to semester retention by cohort for future years based on:**
    - *History*
    - *Change*
  - **Forecast incoming cohorts for future years based on**
    - *History*
    - *Change*
- **Result:**
  - **Forecast of enrollment by semester in the future**

# Enrollment growth is predicted to grow steadily in the coming five years

Fall Headcount

1,313 1,456 1,422 1,315 1,366 1,457 1,633 1,845 2113 2,284

FALL 2016 FALL 2017 FALL 2018 FALL 2019 FALL 2020 FALL 2021 FALL 2022 FALL 2023 FALL 2024 FALL 2025

- **Fall 2021 and forward are forecasts**

Enrollment model is based on history and behavior forecast

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- **Enrollment model inputs**
  - **Historical semester by semester retention**
  - **Cohort types**
  - **Admission forecast for each cohort**
  - **Retention forecast**
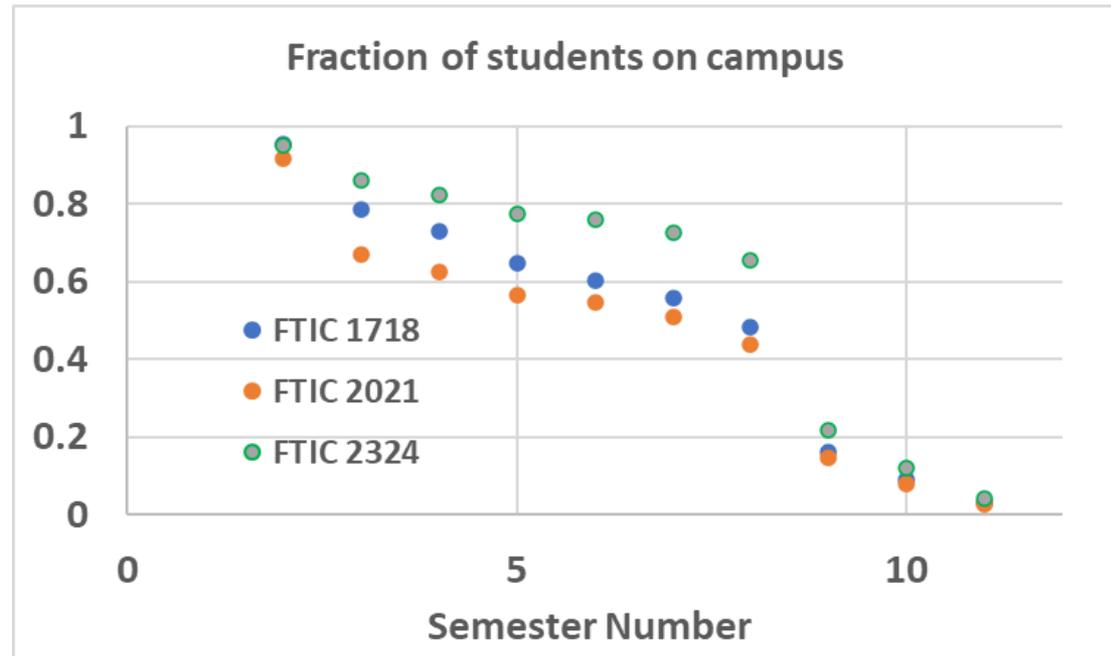
Fraction of students on campus

FTIC 1718
FTIC 2021
FTIC 2324

- **Our entering freshman next year have not been in a "normal" educational setting since March 2020**
    - **This means they lost much of their second semester junior year, all of their senior year**
    - **Assessment of proficiency in subject areas is highly variable**
- **We have to prepare for a student body that is less than optimally prepared**

Activity that will further support student success

- **Spring 2021**
  - **Moved to as much Face to Face as possible,**
  - **Implemented attendance requirement**

- **Summer 2021**
  - **Registering students into courses they need to progress**
  - **June Pre-calc prep**
  - **Summer calculus make-up**

- **Fall 2021**
  - **TEAMS to promote student engagement**
  - **Implementation of Peer leaders**
  - **Continued attention to Freshman specific courses and support for success**

SACSCOC Deadlines

- **May 15th – Compliance Certification--Full Final Draft Due (internal deadline)**
  - *Mid-year assessment reports DUE Feb*
  - *End of Year assessment reports DUE June*
  - *Faculty/Academic Assessment Days May 10 and 11 (finalize all reports and evidence 2018-2019 through current AY.*

- **September 7, 2021 – Compliance Certification Due**
  - *Nearly 90 principles to address*
  - *Significant emphasis on assessment – how all units/programs in the university measure/achieve objectives and align with strategic priorities*

- **Between September 2021 and January 2022**
  - *Finalize Quality Enhancement Plan Report*
  - *Address non-compliances found by offsite Team*
  - *Submit both documents 6 weeks prior to on-site visit.*

- **February 21 -24, 2022 – Onsite Committee Visit**
  - *Follows-up on non-compliances found by the off-site committee*
  - *Determines whether the QEP is acceptable*
  - *Requires engagement with a broad range of campus personnel—faculty, staff, administrators in all divisions, and students.*

- **December 2022 – SACSCOC Annual Meeting – DECISION**

SACSCOC – Quality Enhancement Plan

- **Quality Enhancement Plan**
  - **Required for reaffirmation**
  - **5-year project designed to improve student success**
- **Analysis and Recommendation**
  - **Based on data review and multi-stakeholder input**
- **FL PEER: Florida Poly Engaged Education Project***
  - **Focus on 1st to 2nd year retention, student success and progression**
  - **Peer-support for students (*orchestrated by VPAA*)**
    - *Embedded within the curriculum*
    - *Further support out of select (and trained) student leaders*
    - *Peer overall "wellness" students*
- **Implementation Team**
  - **Planning effort underway summer 2021, implementation fall 2021**

Key Messages for Today

- **Admissions and Financial Aid**
  - **Continued COVID uncertainty**
  - **Potentially a solid result for a difficult year**
- **Student Affairs**
  - **Focused on increasing student engagement on campus**
- **Faculty Hiring**
  - **The coming three weeks will be critical**
- **Enrollment modeling indicates we will grow**
- **SACSCOC**
  - **Ongoing activity**
- **Covid-19 and Its Impacts**
  - **Many challenges, we will continue to adjust our operation to promote student success**