



BOARD OF TRUSTEES
**Academic & Student
Affairs Committee**

**Wednesday, September 8, 2021
8:30 AM - 10:00 AM**

**Florida Polytechnic University
WEBEX TELECONFERENCE MEETING**

Dial in: 1-415-655-0001 | Access code: 161 817 6021#

MEMBERS

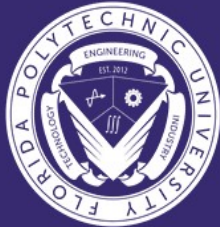
Dr. Earl Sasser, Chair
Dr. Ala' J. Alnaser

Dr. Laine Powell
Dr. Narendra Kini

Samantha Ashby

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 April 26, 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. Annual Textbook and Instructional Materials
Affordability Report
Action Required | Dr. Earl Sasser, Chair |
| VII. Closing Remarks and Adjournment | |



Academic & Student Affairs Committee Meeting

DRAFT MEETING MINUTES

Monday, April 26, 2021
3:00 PM – 05:00 PM

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 3:03 pm.

II. Roll Call

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

Other Trustees Present: Chair Cliff Otto, Vice Chair Mark Bostick, Trustee Gary Wendt, Trustee Bob Stork, and Trustee Beth Kigel.

Staff Present: President Randy K. Avent, Provost Terry Parker, Ms. Gina DeJulio, Dr. Tom Dvorske, Dr. Kathryn Miller, 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 Laine Powell made a motion to approve the Academic and Student Affairs Committee meeting minutes of February 10, 2021. Trustee Narendra Kini seconded the motion; a vote was taken, and the motion passed unanimously.

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

Provost Terry Parker reviewed the Work Plan while providing the Provost Report below.

VI. Provost Report and Discussion

The Committee discussed the academic calendar for the upcoming two years; these calendars anticipate returning the campus to normal pre-Covid operating conditions. The fall semester will open, barring any unforeseen circumstances, with normal schedules and classrooms that are not socially distanced.

Trustee Laine Powell made a motion to approve the 2021-2022 and 2022-2023 academic calendars. Trustee Narendra Kini second the motion; a vote was taken, and the motion passed unanimously.

Provost Parker discussed the forecast for the incoming student body, provided a short report on efforts in student affairs to promote student engagement, discussed the faculty hiring program, provided results of an enrollment model on student body growth, made note of the concerns over student learning loss due to Covid, and provided an update on the upcoming reaffirmation of accreditation effort.

The admissions season continues to be uncertain, but the positioning of the campus is good. Last fall, the total number of incoming students was 495; this fall it is forecast to be 535 students. Trustee Gary Wendt inquired about the fall 2021 deposits and diversity percentages. Dr. Ben Matthew Corpus responded the percentages are based on the number of deposits received which have been a little over 500. Trustee Earl Sasser inquired if other universities in the SUS are having the same issue. Dr. Corpus responded the University's deposits are up more than all others in the SUS.

Trustee Laine Powell asked several questions relating to Latino and Black student enrollment numbers and the strategies being employed to increase these numbers. Dr. Corpus responded by sharing these numbers are projections, and that applications and deposits for transfer students come later. He also stated that private family tours and meetings have worked better for Admissions staff in recruiting students from under-resourced communities. One strategy his team will employ in the coming year is increasing the number of personalized calls, emails, and visits with families.

Dr. Corpus stated he did not know the exact number of Latinos who applied, but he recognizes the Hispanic population is growing in Florida. Trustee Powell also inquired how many black students applying to engineering schools choose University of Florida and University of Central Florida. Dr. Corpus responded Florida Poly loses students to those two institutions because their volume is much larger.

Trustee Samantha Ashby asked if there will be placement tests for courses other than math; Provost Parker stated there is no plan to add placements tests at the moment.

Over thirty faculty searches are underway. A fraction of these searches will succeed, and many are in the final stages of campus visits and contract offers. In particular, there are five faculty leadership positions open, and he is hopeful three will be successful. Provost Parker stated faculty recruitment has been different during the pandemic but working out.

An Enrollment model was presented showing a forecast of student body growth in the coming years. The model tracks cohorts through their career and uses historical, by cohort evidence to forecast future performance. The expectation is that the University will start the fall of 2025 with over 2250 students.

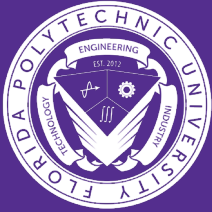
Summer and fall planning is underway with a focus on supporting students who may struggle due to learning loss from the educational interruption brought about by Covid. These activities include math support and preparation, focus on student engagement, the implementation of a peer mentoring program, and ongoing attention to freshmen-specific courses. Trustee Powell inquired if there has been an increase in the use of virtual mental health services by students. Dr. Kathryn Miller responded students have been working with mental health counselors and the University can increase hours as needed and decrease them when not in session. Consideration will be given to continuing availability of virtual mental health sessions in the fall.

Trustee Wendt inquired if the number of deposits is 510, how many acceptances has Florida Poly issued. Dr. Corpus responded the University has admitted approximately 850 students, and applications are up 26%. President Randy Avent stated it is better for a university to have a low acceptance rate because it makes it more exclusive, thereby generating more interest in people wanting to apply.

Trustee Ashby inquired about the acceptance rate as compared to last year's. Dr. Corpus responded the acceptance rate was 57-58% last year and he projects this year's acceptance rate will be approximately 50% for this coming fall, which is an improvement.

VII. Closing Remarks and Adjournment

With no further business to discuss, the Academic and Student Affairs Committee Meeting adjourned at 4:09 p.m.



Committee Work Plan

Academic & Student Affairs Committee Work Plan 2020-2022

COMMITTEE TOPICS

Following is a list of topics which will come before the Academic & Student Affairs Committee within the course of a year:

Topics for reporting this meeting:

- Admissions and Financial Aid
- Student Services
- Four year graduation improvement plan
- Degree Program Additions and Faculty Hiring
- Student and Faculty Diversity
- Graduate programs
- Technology and Pedagogy

At each Academic and Student Affairs Committee meeting the committee will have the opportunity to request reporting on a particular topic of interest. Reports to the committee may, if it is deemed necessary, include information beyond the topics listed above.

**The items listed above are standard items that occur in regular quarterly or annual cycles. However, other matters may be brought to the Committee for review and approval as required by law and regulation, as well as any other matters of interest.*

**Florida Polytechnic University
Student and Academic Affairs Committee
Board of Trustees meeting
September 8, 2021**

Subject: Annual Textbook and Instructional Materials Affordability Report

Proposed Committee Action

Recommend approval of the 2021 Textbook and Instructional Materials Report to the Board of Trustees.

Background Information

Section 1004.085, Florida Statutes, requires each state university to submit an annual report to the Chancellor of the State University System on textbook and instructional materials affordability.

The template for the annual report is specified by the Board of Governors and the report provided follows this template exactly. The information provided in the report provides:

- selection methodology for the textbook and instructional materials for high enrollment general education courses (see page 3),
- a listing of courses with no-cost of instructional materials (see page 4),
- a listing of courses that require or recommend a textbook or instructional materials for \$20 or less per credit hour (see page 5 and 6),
- a statement regarding instructional materials affordability initiatives (see page 7),
- a statement regarding our compliance for posting textbook and instructional materials for at least 95% of all courses and course sections 45 days before the first day of class with the University's plan to improve this compliance (see page 8), and
- a statement on textbook exceptions to the deadline with an explanation for the exception. The report also provides the percentage of the total exceptions.

As an explanatory note, courses that are no-cost or low-cost typically use open-source materials or textbooks for either lecture and lab portion.

Supporting Documentation: Annual Textbook and Instructional Materials Affordability Report (fall 2020 & spring 2021)

Prepared by: Tom Dvorske, Vice Provost, Academic Affairs; Zaira Medina, Academic Administration; and Kevin Calkins, Director of Institutional Research

Textbook and Instructional Materials Affordability Annual Report
Florida Polytechnic University

Instructions

1. Complete each tab/worksheet as designed. The template reflects the interpretation of the reporting requirements by Board staff.
Do not edit the content of the template. Expand the response space as needed.
2. Statutory due date is September 30, 2021.
3. If there are questions, contact Lynn Nelson, Director of Student Affairs - lynn.nelson@flbog.edu
4. Include the university contact name and email for the staff who completed the report below:
University Contact Name and Email: Kevin Calkins, kalkins@floridapoly.edu

**Textbook and Instructional Materials Affordability Annual Report
Fall 2020 and Spring 2021**

University Submitting Report:
Florida Polytechnic University

Date Approved by the University Board of Trustees:

Signature of Chair, University Board of Trustees:

Signature of Vice President for Academic Affairs:

Signature of President:

Courses with No Cost for Textbooks/Instructional Materials

Report all institution's course title(s) and number of section(s) (n) that did not require or recommend the purchase of a textbook(s)/ instructional materials and/or utilized open educational resources. These may include general education courses, upper level courses, and courses for directed independent study, internships, thesis/dissertation, etc.

Fall 2020			
Total Number of Course Sections Offered		$n = 307$ (Courses with and without textbooks to adopt)	
Course Title(s) with No Cost to the Student for Course Materials		Number of Section(s)	
AMH	2010	American History to 1877	1
AMH	2020	American History Since 1877	3
ARH	2000	Art Appreciation	4
CAP	4410	Computer Vision	1
CDA	4210	VLSI Design	1
CHM	2045	Chemistry 1	5
COP	4934C	Senior Design 1	4
COP	4935C	Senior Design 2	1
COP	5610	Advanced Operating Systems Concepts	1
EEL	5741C	Microcomputers	1
EGN	4930F	STEM Special Topic	1
EGN	4941	Internship	1
EGN	5970	Thesis 1	3
EGS	5930	Research for Master's Thesis	1
EMA	3066	Introduction to Organic Materials - Polymers	1
EMA	3084	Fundamentals of Nanomaterials and Nanotechnology	2
EML	4950C	Engineering Design Senior Capstone 1	5
EML	4951C	Engineering Design Senior Capstone 2	3
ENC	1101	English Comp. 1: Expository and Argumentative	9
IDC	4942	Data Analytics Capstone I	1
IDS	4941	Professional Experience Internship	1
IDS	5950	Project	1
IDS	5930	Research for Master's Thesis	1
IDS	5970	Thesis 1	5
PHI	2010	Introduction to Philosophy	1
PHY	2048L	Physics 1 Laboratory	5
PHY	2049L	Physics 2 Laboratory	8
PSY	2012	General Psychology	2
TOTAL		73	

Spring 2021			
Total Number of Course Sections Offered		$n = 298$ (Courses with and without textbooks to adopt)	
Course Title(s) with No Cost to the Student for Course Materials		Number of Section(s)	
AMH	2010	American History to 1877	1
AMH	2020	American History Since 1877	4
ARH	2000	Art Appreciation	3
CAP	4056	Game Design and Development 2	1
CAP	4410	Computer Vision	1
CAP	4613	Applied Deep Learning	1
CEN	4065	Software Design and Architecture	1
CHM	2046L	Chemistry 2 Laboratory	1
COP	4934C	Senior Design 1	1
COP	4935C	Senior Design 2	4
ECP	4044	Economic Analysis for Technologists	1
ECP	5007	Economic Analysis for Technologists	1
EEL	4515	Digital Communication Systems	1
EEL	5521	Advanced Digital Communications	1
EGN	2002C	Skills and Design 2	3
EGN	4941	Internship	1
EGN	5915	Research Methods	1
EGN	5950	Project	1
EGN	5970	Thesis 1	1
EGN	5975	Thesis 2	9
EGS	5930	Research for Master's Thesis	1
EML	4951C	Engineering Design Senior Capstone 2	2
ENC	1101	English Comp. 1: Expository and Argumentative	3
ESI	4513	Intelligent Mobility	1
IDC	4943	Data Analytics Capstone II	1
IDS	3930	Experiential Learning	1
IDS	4941	Professional Experience Internship	1
IDS	5950	Project	3
IDS	5970	Thesis 1	2
IDS	5975	Thesis 2	5
MAP	4314	Dynamical Systems	1
PHY	2048L	Physics 1 Laboratory	15
PHY	2049L	Physics 2 Laboratory	7
PHY	3101L	Introduction to Modern Physics	1
SLS	1106	Academic and Professional Skills	3
SLS	2930	Foundations for Academic Success	1
TOTAL		86	

Board Action Plan - Low Cost Course Materials

Report all institution's course title(s) and the number of section(s) that required or recommended textbook(s)/instructional materials for \$20 or less per credit hour (e.g., \$60 or less for a three-credit-hour course), which meets the State University System of Florida Action Plan for the Pricing of Textbooks and other Instructional Materials.

Fall 2020		
Total Number of Course Sections Offered		n = 234 (Courses with a textbook to adopt)
Course Title(s) that Required or Recommended Course Materials for Less than \$20 per Credit Hour	Number of Section(s)	
ACG 2020	Accounting for Managers	1
AMH 2930	01OL- Special topics in American History / Native American History	2
CAP 4612	02OL- Special topics in American History / Business, Advertising and Consumerism	1
CAP 4052	Machine Learning	1
CAP 4770	Game Design and Development 1	1
CAP 5771	Data Mining & Text Mining	1
CEN 4073	Data Mining & Text Mining	1
CEN 4721	Software Requirements Engineering	1
CHM 2045L	Human Computer Interaction	1
CIS 4204	Chemistry 1 Laboratory	15
CIS 4362	Ethical Hacking	1
CIS 4367	Applied Cryptography	1
CIS 4367	Computer Security	1
CNT 3004C	Introduction to Computer Networks	5
COP 2034	Introduction to Programming Using Python	1
COP 3530	Data Structures & Algorithms	1
COP 3710	Database 1	3
COP 4520	Introduction to Parallel and Distributed Computing	2
COP 4610	Operating Systems Concepts	3
COP 4656	Mobile Device Applications	1
COP 5727	Advanced Database Systems Design	1
COP 2271C	Introduction to Computation and Programming	6
COP 3337C	Object Oriented Programming	7
EEE 3310	Digital Electronics	1
EEE 3351	Electronic Devices	1
EEL 3135	Systems and Signals	1
EEL 3470	Electromagnetic Fields and Applications	1
EEL 4220	Electronic Motor Control	1
EEL 4251	Power System Analysis	1
EEL 4332	Intro to Autonomous Vehicles	1
EEL 4652	Control Theory	1
EEL 5250	Power System Analysis	1
EEL 5930	Advanced Kinematics and Control of Robotic Systems	1
EEL 4664C	Kinematics and Control of Robotic Systems	1
EGN 1007C	Concepts and Methods	2
EGN 5470	Advanced Engineering Math	1
EGN 4350C	Finite Element Analysis in Mechanical Engineering	1
EGN 3311	Statics	1
EGN 3321	Dynamics	2
EGN 4334	Mechanics of Composite Materials	1
EML 3452	Energy Conversion and Sustainability	1
EML 4140	Heat Transfer	2
ENC 2210	Technical Writing	4
HUM 2020	Introduction to Humanities	1
IDS 1380	Introduction to STEM	8
MAC 1147	Precalculus Algebra/Trigonometry	5
MAC 2311	Analytic Geometry and Calculus 1	5
MAD 2104	Discrete Mathematics	3
MAN 3610	Global Logistics Management	1
MAN 3520	Six Sigma	1
MAP 2302	Differential Equations	3
MAS 3105	Linear Algebra	1
MAS 3114	Computational Linear Algebra	3
QMB 3200	Advanced Quantitative Methods	1
SLS 1106	Academic and Professional Skills	20
STA 2023	Statistics 1	3
TOTAL		138

Spring 2021			
Total Number of Course Sections Offered		n = 212 (Courses with a textbook to adopt)	
Course Title(s) that Required or Recommended Course Materials for Less than \$20 per Credit Hour			Number of Section(s)
AMH	2930	Special Topics in American History	1
CAP	4052	Game Design and Development 1	1
CAP	4730	Computer Graphics	1
CAP	4763	Time Series Modeling and Forecasting	1
CEN	4073	Software Requirements Engineering	1
CEN	4721	Human Computer Interaction	1
CEN	4072	Software Verification and Quality Assurance	1
CHM	2045L	Chemistry 1 Laboratory	5
CIS	4204	Ethical Hacking	1
CIS	4362	Applied Cryptography	1
CIS	4367	Computer Security	1
CNT	3004C	Introduction to Computer Networks	3
COP	2073	Introduction to Data Science	1
COP	3530	Data Structures & Algorithms	1
COP	3710	Database 1	3
COP	4610	Operating Systems Concepts	2
COP	4656	Mobile Device Applications	1
COP	2271C	Introduction to Computation and Programming	6
COP	3337C	Object Oriented Programming	3
CTS	2375	Cloud Infrastructure and Services	3
DIG	2520C	Digital Media Production	3
EEE	4304C	Analog Electronics	1
EEE	4376	Analog Integrated Circuits	1
EEE	5311	Analog IC Design	1
EEL	4746C	Microcomputers	2
EEL	4612	Control System Design	1
EEL	4251	Power System Analysis	1
EEL	4685C	Embedded Control	1
EEL	5685C	Embedded Control	1
EGN	4350C	Finite Element Analysis in Mechanical Engineering	1
EGN	4611	Engineering Economics	1
EGN	3311	Statics	1
EGN	3321	Dynamics	2
EML	3015	Fluid Mechanics	2
EML	4140	Heat Transfer	1
EML	5237	Intermediate Mechanics of Materials	1
ENC	2210	Technical Writing	8
ENV	2003	Introduction to Environmental Engineering	1
ESI	5315	Optimization and Simulation	1
FIN	2001	Introduction to Business Finance	1
HUM	3930	Special Topics in the Humanities: Conspiracy Theories	1
IDS	2144	Legal, Ethical, and Management Issues in Technology	3
LIT	2000	Introduction to Literature	1
MAC	1147	Precalculus Algebra/Trigonometry	2
MAC	2311	Analytic Geometry and Calculus 1	5
MAC	2312	Analytic Geometry and Calculus 2	6
MAD	3401	Numerical Analysis	2
MAD	2104	Discrete Mathematics	2
MAD	3105	Discrete Mathematics II	1
MAN	4558	Lean Operations Management	1
MAP	2302	Differential Equations	3
MAS	3105	Linear Algebra	2
MAS	3114	Computational Linear Algebra	2
PHY	3101	Introduction to Modern Physics	1
STA	2023	Statistics 1	3
TOTAL			105

Textbook & Instructional Materials Affordability Initiatives

Describe specific initiatives of the institution designed to reduce the costs of textbooks and instructional materials.

- Partially due to Covid, the use of e-books was automatically adopted when available.
- A baseline was established for the total course sections offered for less than \$20 per credit hour. Faculty were encouraged to seek adoptions using this as part of their selection criteria.
- Improvements in vendor reporting of adoptions were made to more accurately reflect the costs of textbooks and instructional materials.

Has the *opt-in* provision been implemented by your institution for the purchase of student materials? If yes, describe the impact this has had on student savings, if any.

The opt-in provision was not fully implemented due to logistical issues during the Covid-19 response. The University representatives met with the bookstore vendor (Follett) to review their “Access” program. Further evaluation and potential savings will be conducted during the spring 2022 term.

Has the *opt-out* provision been implemented by your institution for the purchase of student materials? If yes, describe the impact this has had on student savings, if any.

No. Until the opt-in provision is evaluated and implemented, the opt-out provision is on hold.

University Policies for the Posting of Textbooks and Instructional Materials & Compliance with the Posting Deadline

Describe policies implemented to ensure the posting of textbooks and instructional materials for at least 95% of all courses and course sections 45 days before the first day of class.

- The University Textbook and Instructional Materials Selection and Affordability policy was revised to clarify posting deadlines, exceptions, and process requirements. In addition, changes to the Faculty Handbook further outlined the faculty responsibilities. Faculty orientation reinforced the requirements of faculty with close supervision by Chairs of the departments.
- Each term the Internal Auditor monitored and validated the textbook and instructional materials adoptions along with any approved exceptions. The findings were reviewed with the UBOT following each term.
- Prior to the fall 2020 term the AA administration took over the responsibility for monitoring and documenting all textbook adoptions with close adherence to faculty compliance and the validation of all exceptions. Previously this was a joint effort with Auxiliary Services.
- Developed a form to approve exceptions to the posting requirements that were timely reviewed by the Vice Provost of Academic Affairs.

Are the policies effective in meeting the reporting requirement? If not, what measures will be taken by the university to increase faculty and staff compliance for meeting the reporting requirement?

Yes

Fall 2020					
Total Course Sections at the 45-Day Posting Deadline (Not Including Exceptions)	# Of Course Sections Meeting Requirement (Not Including Course Sections That Changed Adopted Materials After The Deadline)	% Of Course Sections Meeting Requirement	# Of Course Sections That Changed Adopted Course Materials After The Required Posting Deadline	# Of Course Sections Not Meeting Requirement (Including Course Sections That Changed Adopted Materials After The Deadline)	% Of Course Sections Not Meeting Requirement
226	222	98.30%	4	4	1.70%

Spring 2021					
Total Course Sections at the 45-Day Posting Deadline (Not Including Exceptions)	# Of Course Sections Meeting Requirement (Not Including Course Sections That Changed Adopted Materials After The Deadline)	% Of Course Sections Meeting Requirement	# Of Course Sections That Changed Adopted Course Materials After The Required Posting Deadline	# Of Course Sections Not Meeting Requirement (Including Course Sections That Changed Adopted Materials After The Deadline)	% Of Course Sections Not Meeting Requirement
212	205	96.69%	7	7	3.31%

****Note:** Per Board Regulation 8.003 (1) (h), a course or course section added after the posting requirement is considered an exception and should be reported on the "Exceptions" tab. A request for any other exception to the compliance deadline shall be submitted in writing to the designated university official and shall provide a reasonable justification for an exception. A course or section added after the notification deadline is exempt from this notification requirement.

Exceptions

Per Board of Governors Regulation 8.003(1)(h), Textbook and Instructional Materials Affordability, any request for an exception to the compliance deadline shall be submitted in writing to the designated university official and shall provide a reasonable justification for an exception. A course or section added after the notification deadline is exempt from this notification requirement.

Fall 2020				
Total # of Course Sections (Not Including Exceptions)	# of Course Sections Identified As Exceptions	Total # Of Course Sections Including Exceptions (Column A + Column B)	% Of Total Course Sections That Were Identified As Exceptions	Reasons For Exceptions
200	19	219	8.6%	8 sections - the book adoption changed due to availability concerns; 11 courses added to meet student demand or needs after 45 day deadline

Spring 2021				
Total # Of Course Sections (Not Including Exceptions)	# Of Course Sections Identified As Exceptions	Total # Of Course Sections Including Exceptions (Column G + Column H)	% Of Total Course Sections That Were Identified As Exceptions	Reasons For Exceptions
190	10	200	5.00%	10 courses added to meet student demand or needs after 45 day deadline



FLORIDA POLYTECHNIC
UNIVERSITY

Provost's Report

Terry Parker

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

September 8, 2021

Today's Meeting Includes One "Approval" Item and Reporting and Discussion

- **Approval Item**
 - Text book affordability report
- **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:**
 - *Collective Bargaining Results*

Gray font items will not be discussed today

Textbook affordability: a request for approval

- **This is an annual reporting item that requires Board approval**
 - **The report and summary memo are in the board materials**
 - **Three operational audits have listed this as a concern**
- **Audit period 7/14 to 6/15**
 - **Finding: 64% of sections instead of 95% of sections adopted materials in time**
- **Audit Period 1/16 to 3/17**
 - **Finding: 68% of sections posted in a timely manner**
- **Audit Period 1/19 to 12/19**
 - **Finding: Spring 2019 88% sections posted in a timely manner**
- **The requirement is that 95% of course sections adopt and post required instructional materials 45 days before the start of the semester**

Difficulties are from overwritten records and with section additions

- **A key information source is the bookstore vendor records**
 - **This record is not “meant” to be historical and is routinely overwritten causing a change in date**
 - **We have resolved this with a registrar’s website that shows when a book was adopted**
- **Section and Course additions have “counted” as late adoptions**
 - **We routinely adjust section offerings to meet demand**
 - **We have resolved this with an exception policy that allows late course additions to not count as late adoptions**
- **Internal audits have shown us to be compliant starting with Fall 2019**

The Board formally approves the textbook report annually

- **The Text Book Affordability Report**
 - **Includes multiple mandated tabulations**
 - *Selection methodology for high enrollment courses*
 - *Listing of courses with no-cost instructional materials*
 - *Listing of courses with instructional materials that are less than \$20 per credit hour*
 - *Statement on affordability initiatives*
 - *Statement regarding our posting compliance*
 - *Statement on exceptions to the deadline*
- **Proposed Board Resolution**
 - **The Florida Polytechnic University Board of Trustees approves Textbook and Instructional Materials Affordability report for Fall 2020 and Spring 2021**



For Fall 2021, the Admissions Season was uncertain.....but ultimately very successful

- **What were the uncertainties**
 - High school shut down college fairs and visits
 - **TESTING:** Florida is the only system in the US that is NOT test optional
 - **Uncertain behaviors, uncertainty in pandemic:**
 - *Students wanting to stay closer to home*
 - *Students desperate to get away from home*
 - **An unconnected and different “different” high school senior year experience**
- **We have welcomed our largest class to campus in our history (check this)**
 - **Growth in the entering class is significant**
 - **Results across the State University System are mixed**

New Students Enrolled

(as of 8/30/21)

Category	Fall 2018 <i>IR Profile</i>	Fall 2019 <i>IR Profile</i>	Fall 2020 <i>CAMS 9/2/20</i>	Fall 2021 <i>CAMS 8/30/21</i>
FALL FTIC	312	278	256	323
Summer FTIC	0	0	59	80
Special Programs	0	0	63	139
Transfers	50	64	70	70
Grad	24	27	36	30
Totals	386	396	484	642

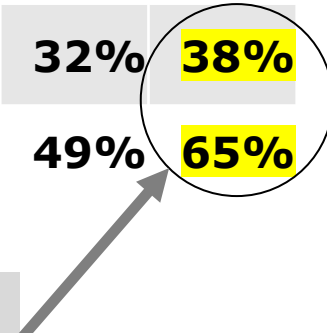
Out of state enrolled up by ~250%

Quality Measures for the Incoming Fall FTIC

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	1310
Average ACT	26.0	26.0	26.0	27.0	28.8	28.4	30.0	29.5
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%	65%

*as of 8.30.21 deposited students only

Strong increases in High School rank for incoming FTIC





Diversity for the total class

	Fall 2019	Fall 2020	Fall 2021
Int Deposits	21	10	14
All New Female %	19.0%	16.0%	18.3%
All New Latino %	20.3%	25.4%	26.7%
All New Black %	12.0%	9.8%	11.7%

- All deposits from each cohort (FR, TR, GR, summer, special programs). Metrics are a percentage of the class for that respective incoming cohort number only.*

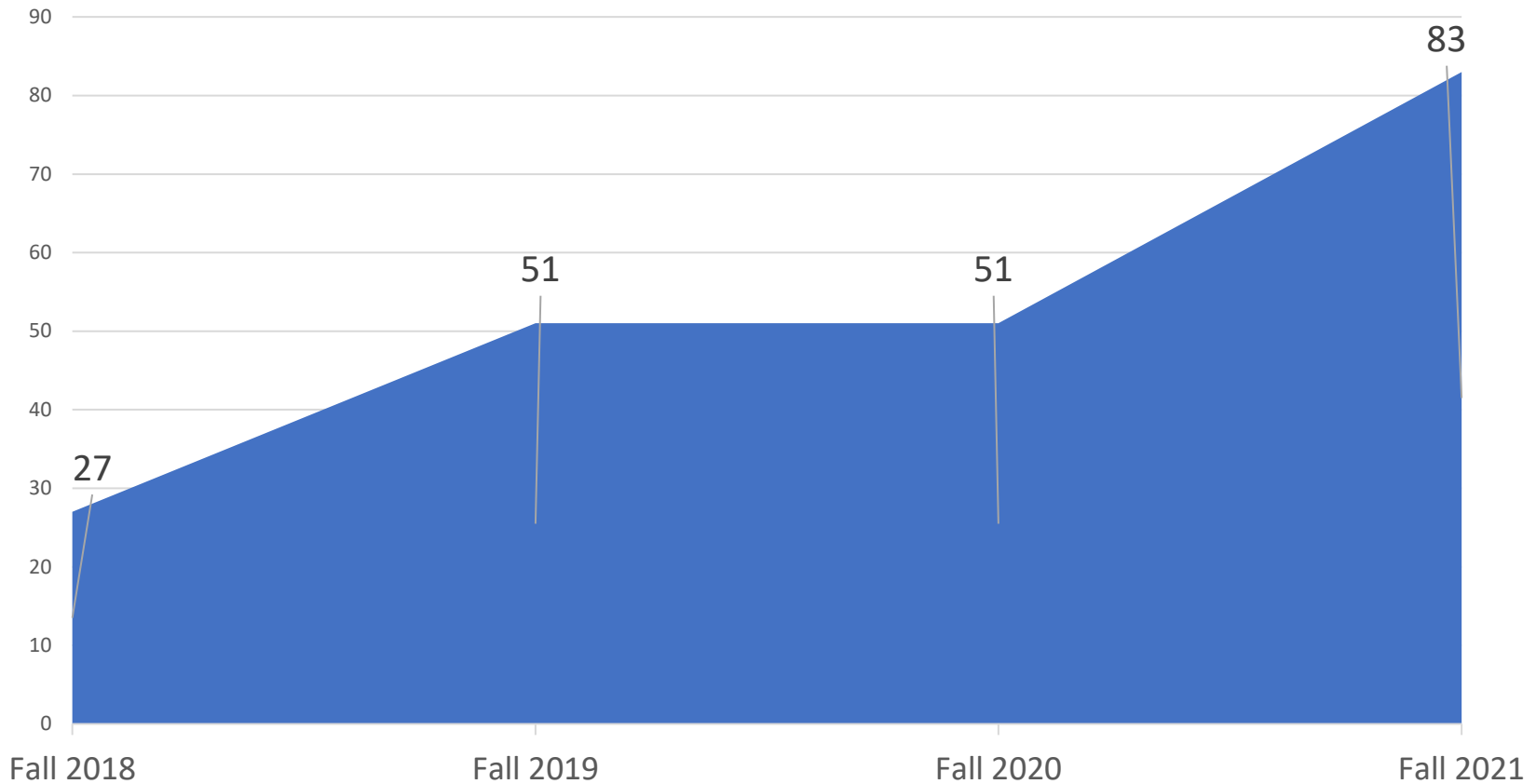
New Student Diversity

- **Biggest challenge is increasing female population and will be targeted focus this year**
 - **Efforts show momentum over time: Fall 2018 to Fall 2021**
 - **Females**
 - **Black/African Americans**
 - **Hispanics**
-



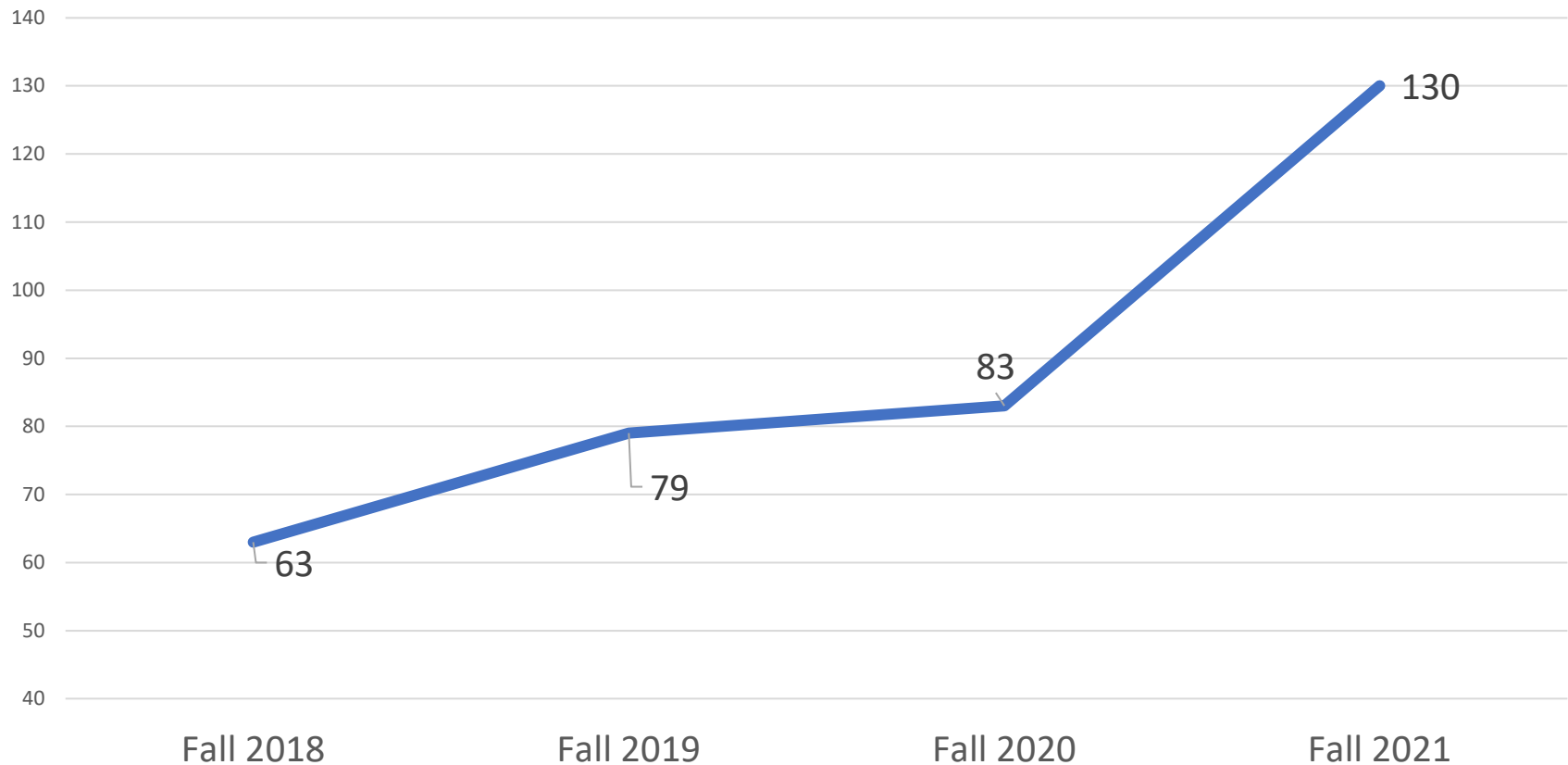
Black/African American New Deposits

Black New Students (all categories) deposits up from Fall 2018 by 207%



Female New Deposits

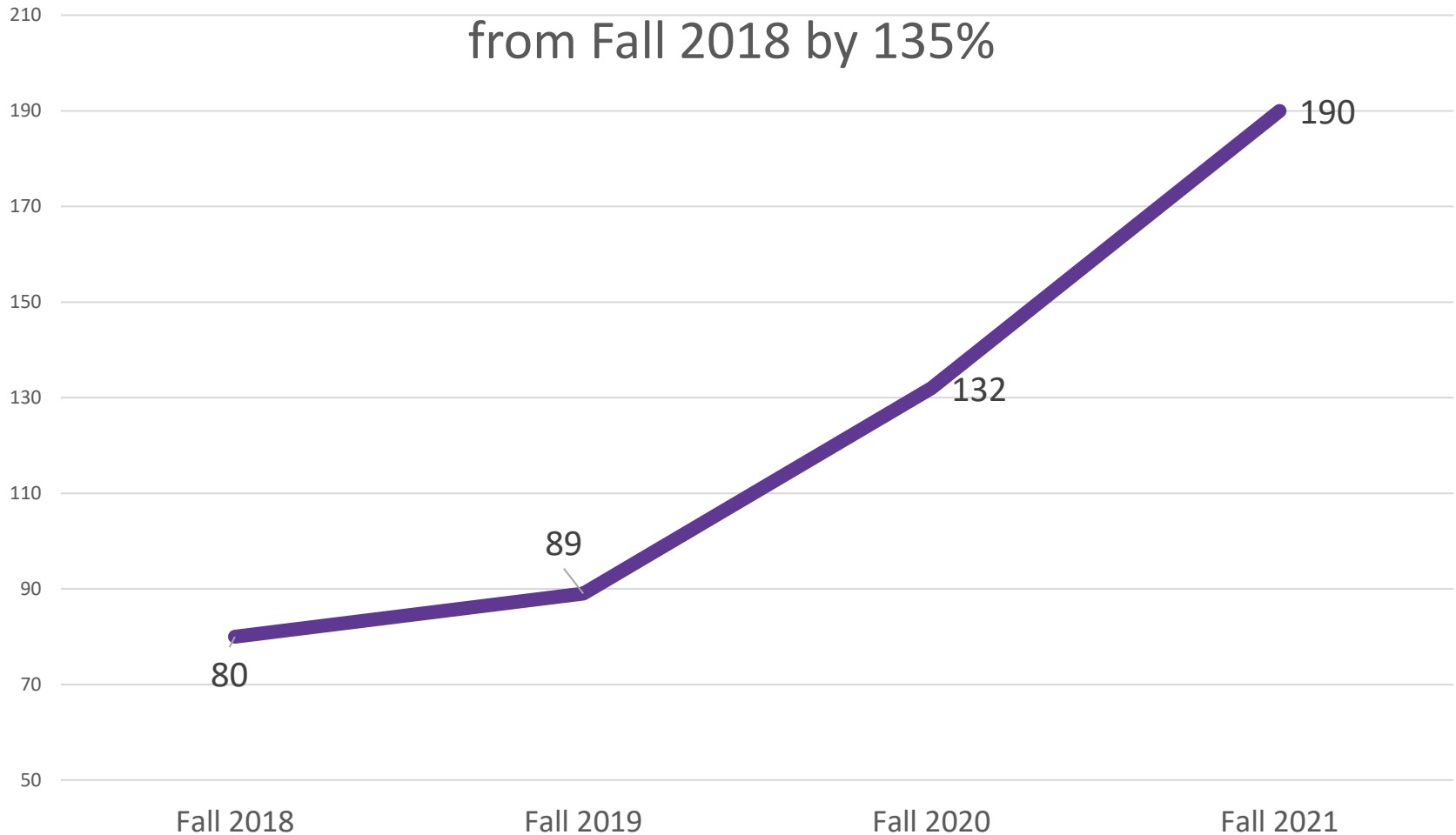
Female New Students (all categories) deposits up from Fall 2018 by 106%





Hispanics New Deposits

Hispanic New Students (all categories) deposits up from Fall 2018 by 135%



The admissions season has been successful BUT there are two significant concerns

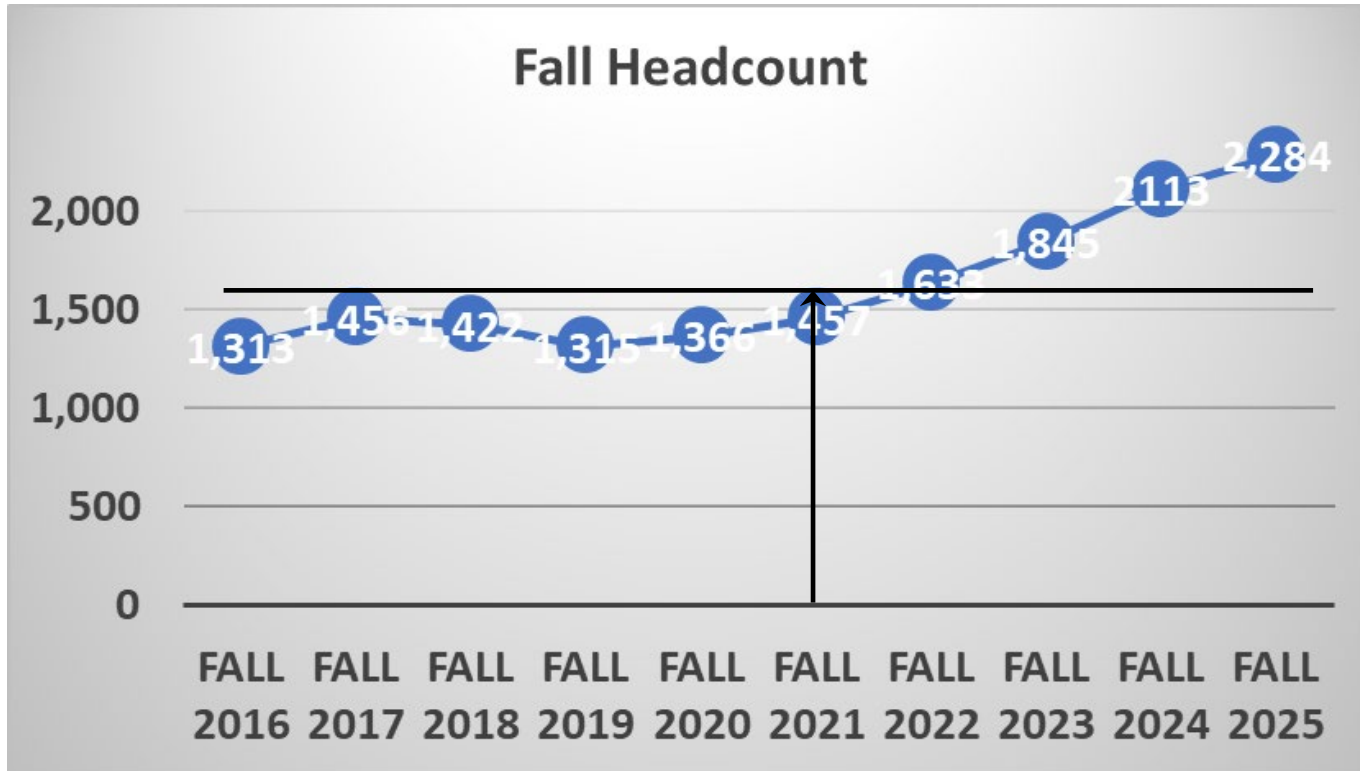
- **Housing availability.....**

- Our housing partner is full and off campus housing is in very short supply
- ~50 students chose to not come to Poly because of no housing
- We currently have 92 Spring 2022 applications, compared to 32 last year at this time

- **Financial aid.....**

- We operate with a cap on aid waivers of 4.5 Million
 - *This year, we forecast to be at the cap, last several years ~\$4.1M*
 - *Foundation Total for 20-21 = \$322,735.51 for 356 students*
- We will have to carefully consider next years aid offers and enrollment growth

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



- **Fall 2021 is ~1565**
- **Continued growth requires admissions and retention success**
- **Housing and Aid are a concern**

Board Discussion
















Student affairs opened the year with a robust in person orientation after Leadership week

- **Florida Poly U Lead**
 - **–Week-long Leadership Training for returning student leaders,**
 - **Cumulated in the Student Leader and Faculty Welcome Back Luncheon**
- **New Student Orientation—Highlights include:**
 - **PlayFair and Meaningful Connections**
 - **Introduction to Academic Programs**
 - **Civil Discourse and Mindset**
- **Student Activity: TEAMS**
 - **Women’s Soccer Club Team**
 - **Men’s Lacrosse Club Team**
 - **Robotics Club Team**
 - **Archery Club Team**
 - **Powerlifting Club Team**
 - **Band**
 - **Drum Line**
 - **NUPOC**

Student Affairs efforts focus on student engagement, success, and retention

Florida Poly's Performance Funding (83 Points)

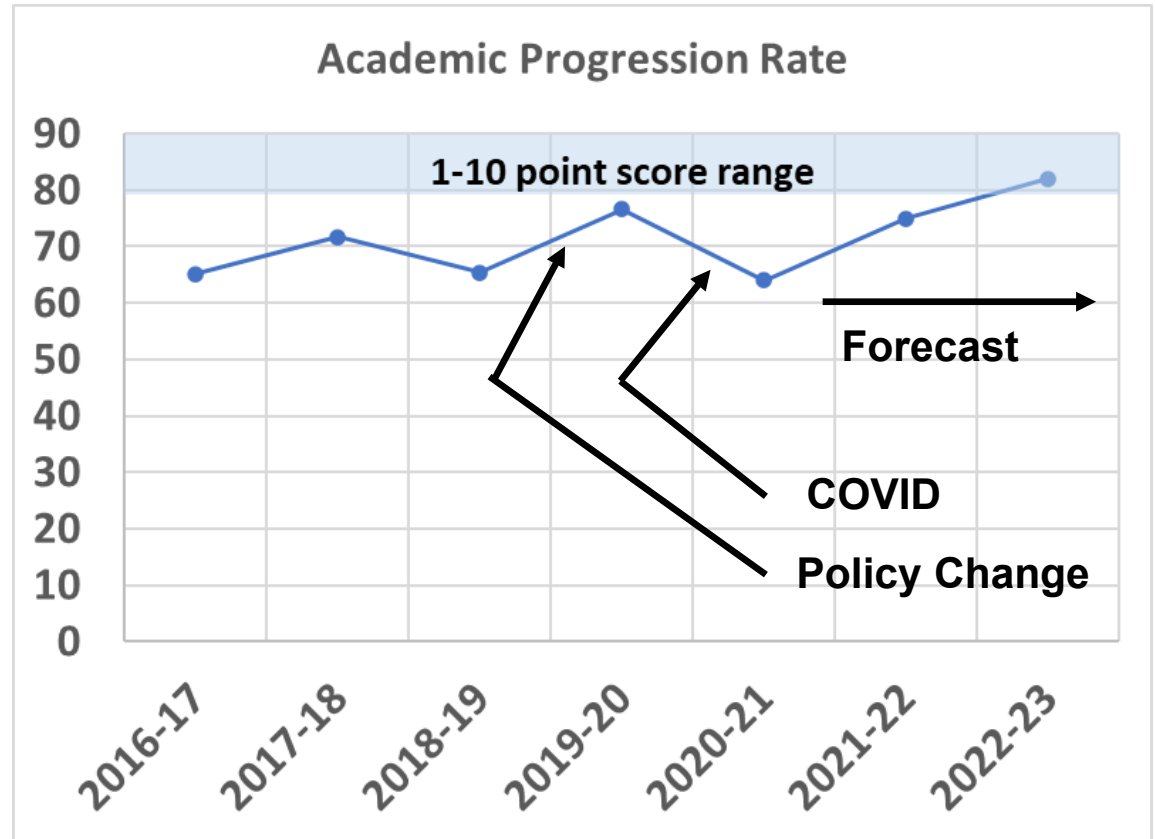
	BOG Benchmark (Excellence Pts.)			Actual Rpt. Year	Points
	 (10)	 (5)	 (1)		
• Percent BS graduates employed	72.8%	61.4%	52.3%	<u>74.1%</u> ✓ 2018-19	 10
• Median wages for BS graduates	\$ 40,700	\$ 28,200	\$ 18,200	<u>\$54,800</u> ✓ 2018-19	 10
• Average Cost to the Student	\$ 9,000	\$ 14,000	\$ 18,000	<u>-\$7,340</u> 2019-20	 10
• FTIC Four-Year graduation rate	50%	43.8%	38.8%	<u>35%</u> 2016-20	 0
• Academic progress rate (retention)	90%	83.8%	78.8%	<u>79%</u> 2019-20	 10
• BS awarded in strategic areas	50%	37.5%	27.5%	<u>100%</u> ✓ 2019-20	 10
• University access rate (UG w/ Pell)	42%	22%	6%	<u>34%</u> Fall 2019	 8
• % Freshmen in Top 10% HS	50%	47.5%	27.5%	<u>32%</u> Fall 2020	 10
• Two Yr. Grad. Rate – AA Transfers	50% (5)	40% (3)	30% (1)	<u><30%</u> 0	 5
• APR, 2 nd Yr. Retention, FTIC w/Pell	90% (5)	87% (3)	85% (1)	<u>81%</u> 0	
• BOT: % Grads w/ 2+ Workforce Experiences	79%	69%	61%	<u>~77%</u> 2019-20	 10

For Funding the issue is: what will the critical metrics do?

- **Our score this year was driven by a combination of “excellence” and “improvement” points**
 - **System is designed to provide pathways for campuses to improve and retain their budget**
 - **Our score was very good because of “improvement” points**
- **Next Year:**
 - **Likely good news**
 - *Graduation rate, we will be on the scale!*
 - **Areas of concern:**
 - *Academic Progress rate, Pell Access rate, % HS in top 10%*
 - **Much of the result for next year is done now**
- **Bottom line, we start NOW on metrics for summer 23**

The “sustainable” way to grow the campus is to improve our retention rate

- The imperative for improved retention is provided by funding and growth concerns
- This in turn produces an emphasis on the Freshman year



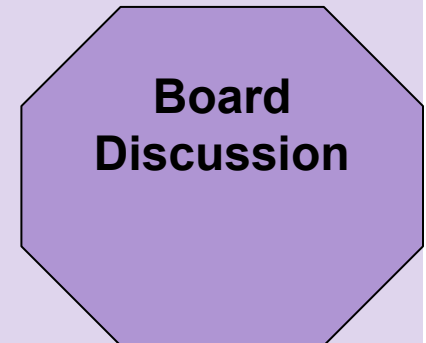
The Freshman Initiative (a focus on retention and success)

- **What do we know?**
 - **Great results are present on other STEM campuses**
 - **COVID-19 and its challenge on academic performance will be forgotten**
 - **We are not perfect:**
 - **Course Delivery**
 - **Student Engagement**
 - **Student culture and student life**
-



The Freshman Initiative

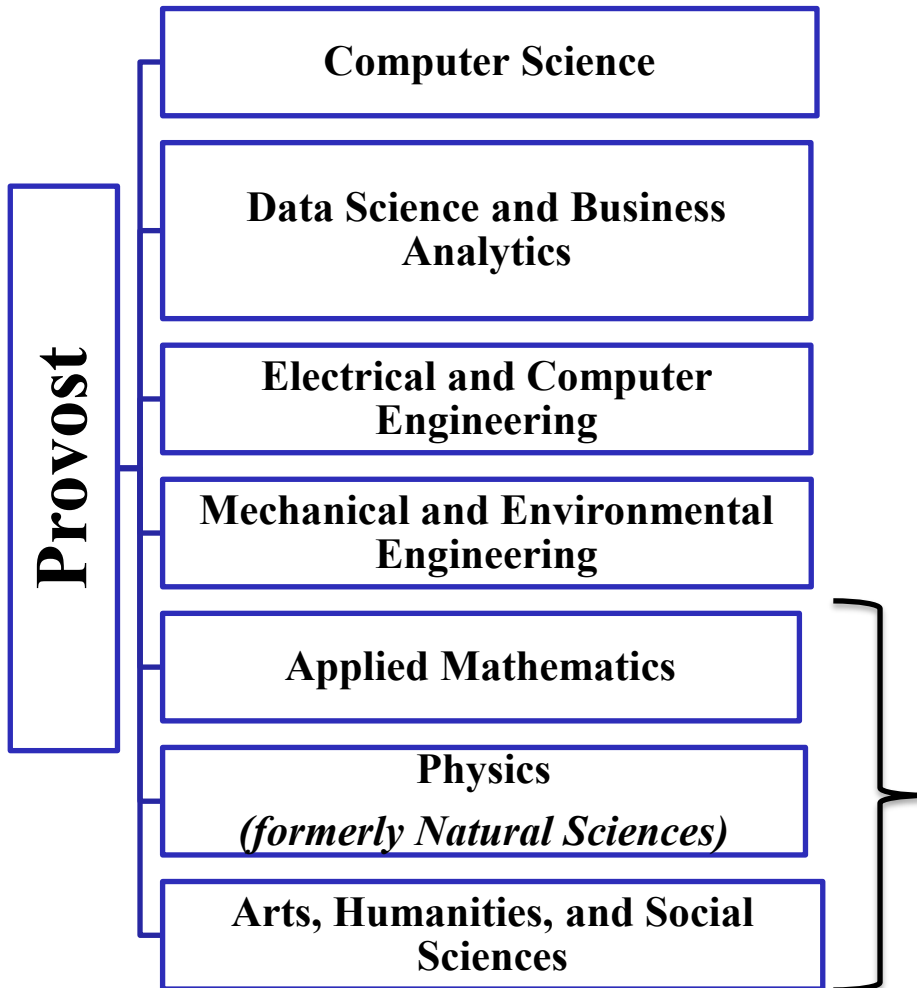
- **More importantly, what are we doing?**
 - **Registration**
 - *Courses and loads determined by student HS performance*
 - *Tighter controls on registration, carefully load balancing across semesters*
 - **Policies**
 - *Centrally driven forgiveness pathways (increased grade forgiveness)*
 - **Coursework**
 - *Freshman Course Guidelines*
 - *Replacement of APS*
 - **Peer Learning Strategy**
 - *The Learnwell Project*
 - **Student culture**
 - *Emphasis on student leadership*
 - *Emphasis on student activity*



Our hiring effort last spring has continued to grow and improve our faculty

- **Total ~30 searches, specified by subfield and rank**
 - **Large effort by all faculty**
 - **Two critical chair positions filled**
 - **ECE: 1**
 - **ME: 4**
 - **Env. Eng: 3**
 - **DSBA: 1, 2 visitors**
 - **CS: 1**
 - **Applied Math: 2**
- **Results**
 - **Mid-year hires: four**
 - **New spring hires: ten (note three awaiting visa)**

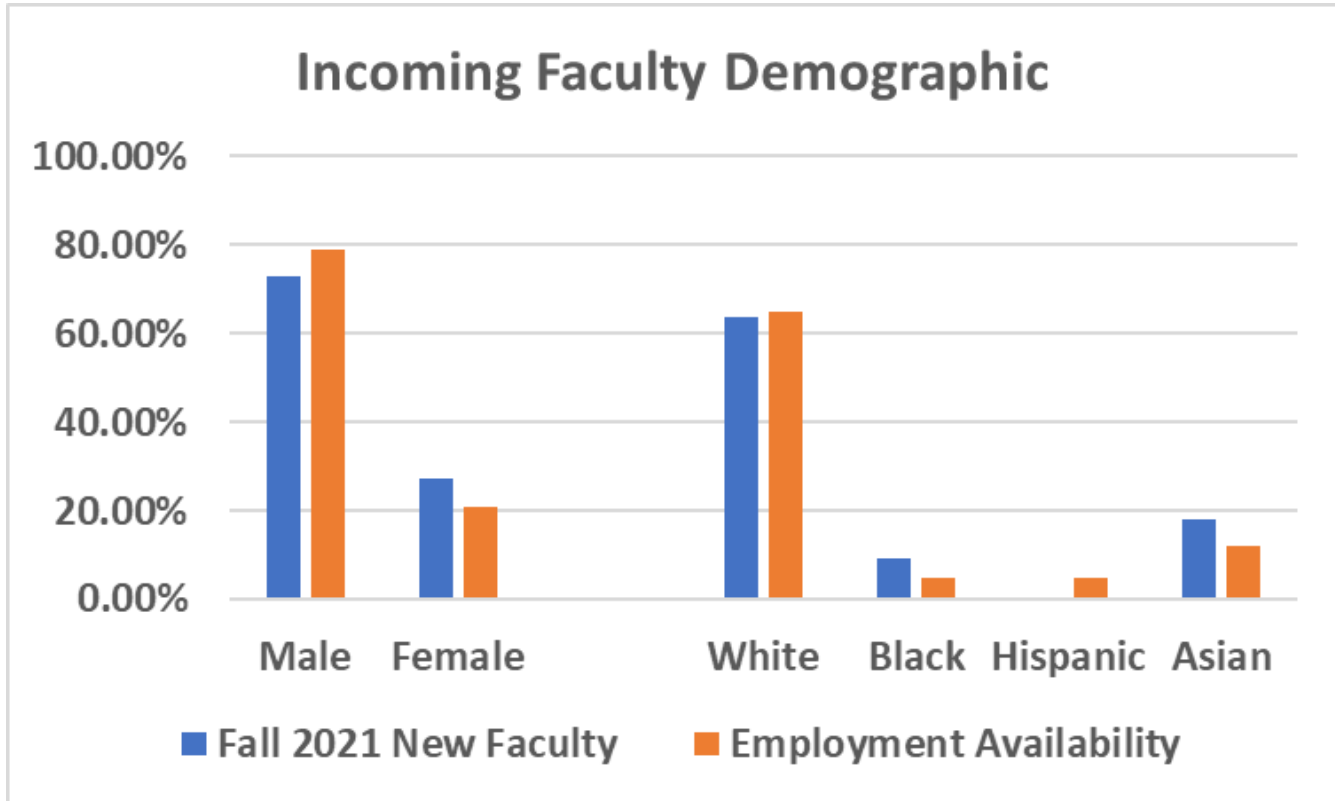
The Academic Organization has changed to reflect new degrees and new leadership



- **External Leadership Hires for Fall 2021**
 - **Dr. Michael Brilleslyper**
 - *Applied Mathematics Chair*
 - *Formerly Professor at the Air Force Academy*
 - **Dr. Bruce Jacob**
 - *Electrical and Computer Engineering Chair*
 - *Formerly Professor at University of Maryland*
 - *Established leader in computer memory system design*

Last year: Science, Arts, and Mathematics Division

Our Incoming Faculty Demographic is Similar to the Availability of Engineering Faculty





The Graduate Program is also growing

- **Performance Based Funding Metric 8**

- **AT 25 MS graduates per year, we see an upward “bounce” in points**

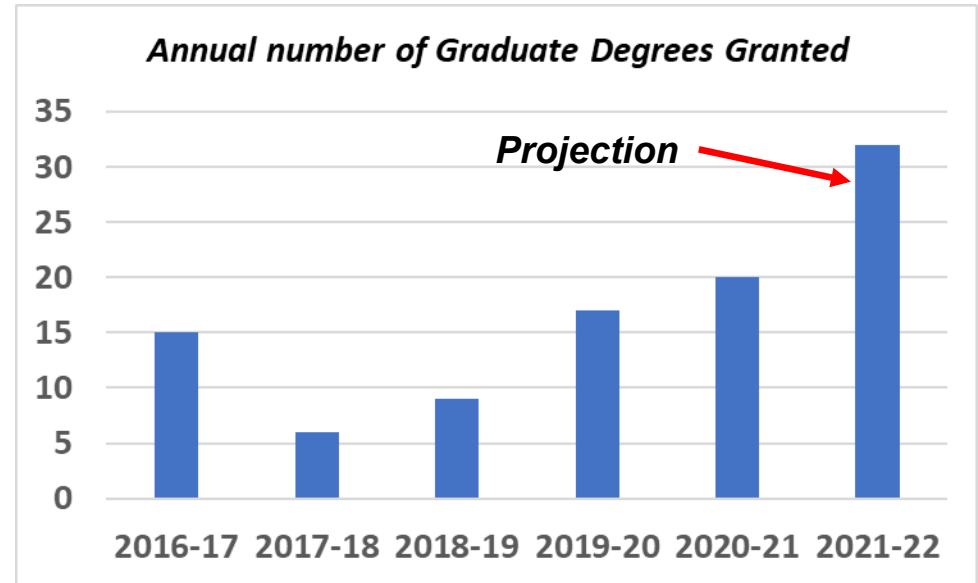
- **Our current Graduate Program needs to grow**

- **We have established three “pathways”**
- **Thesis, project, and coursework only**

- **Graduate Student Funding**

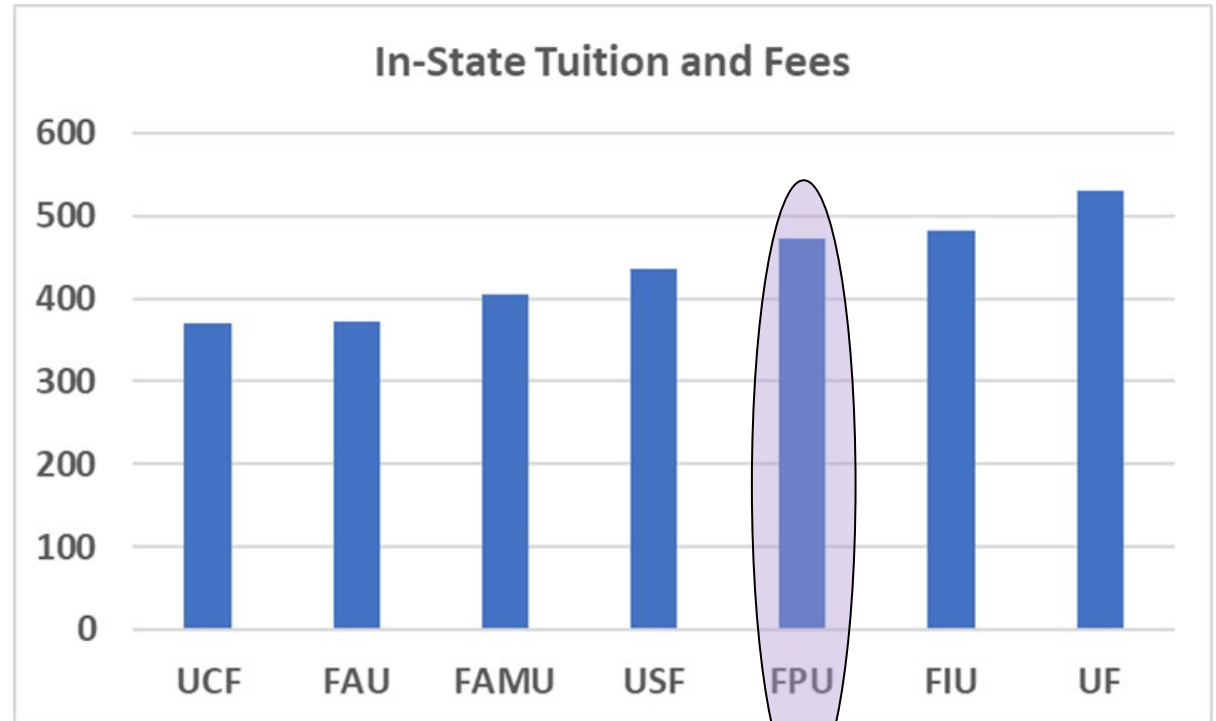
- **Thesis based: traditionally full tuition and stipend support**
- **Project based: mixed, we have a “TA light” model**
- **Coursework only: managed as an aid based program**

- **To grow the program, we will need to transition to less aid per student**



Local competitors have lower “sticker” prices for tuition and fees per credit hour

- **Currently we are more expensive for graduate programs within the State University System**
- **The majority of our graduate students receive aid**



Board Discussion

CBA and MOU Highlights that you should know

- **We have concluded “full book” negotiations on the Collective Bargaining Agreement**
- **Key elements:**
 - **Logical reconfiguration of the Appointment and Promotion article**
 - **Formal reappointment and promotion processes for Instructor, Wellness Counselor, and Assistant Librarian**
 - **Addition of Senior Instructor Rank**
 - **Puts in place a formal raise scale tied to performance evaluations**
 - **Restructures salary floors for various ranks (noting the tie of salary scales to national data)**

MOU re: Post-COVID-19 Impact on Faculty Progression

- **Background to MOU**
 - **Faculty contracts are fixed in duration**
 - **New contracts are offered through reappointment and promotion, which require significant and thorough reviews on a defined schedule**
 - **Standards for these reviews do not account for impact of COVID on faculty performance and research productivity**
- **MOU offers a 1-year delay for faculty reviews**
 - **This is a one-time offer, opt-in only, and irrevocable.**
 - **Deadlines established in MOU for opt-in notices, based on type of review and when the review was originally scheduled to be conducted.**
 - **All opt-ins for 1-year delays to mandatory reviews will be in place by the end of Spring 2022.**



Key Messages for Today

- **Admissions and Financial Aid**
 - We have had a “great” year for admissions
 - The “range” of admissions paths is important to our success
 - We are at our waiver authority limit
- **Student Affairs**
 - Focused on increasing student engagement on campus
- **Four Year Graduation Rate**
 - We have launched a comprehensive program to improve student success and retention
- **Faculty Hiring**
 - Spring results produced a new set of faculty
- **Graduate Program**
 - The program needs to grow
 - Our tuition structure is not aligned with local competitors
- **Collective Bargaining Results**
 - A positive result with a three year contract
 - Ongoing activity
- **Covid-19: operations**
 - We manage the campus consistent with SUS guidance