

**Academic and Student Affairs Committee Minutes**  
**Trustee Nicole Washington, Chair**  
**June 2, 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, Nicole Washington, and Carrington Whigham. A quorum was established.

Trustee Harper moved to approve the minutes for the meeting on March 3, 2021. The motion was seconded by Trustee Whigham and the motion carried.

The Committee recommended approval of the following items:

**Academic Calendar (2022 – 2023)** - The academic calendar for 2022 - 2023 was presented to the Board of Trustees for approval, in accordance with Florida Board of Education Rule 6A-10.019. The Board of Governors Regulation 8.001 requires each university to adopt an annual calendar which includes the beginning and ending dates for each semester, the dates for final examinations, and the dates for the issuance of diplomas.

The beginning and ending dates of each semester, the holidays, and the breaks have been agreed upon by the Calendar Committee, which includes representatives from Florida A&M University, Florida State University, and Tallahassee Community College. The Calendar Committee meets annually to coordinate the calendars of the three educational institutions in Tallahassee.

Trustee Cavazos moved to approve the academic calendar. The motion was seconded by Trustee Dubose and the motion carried.

**Tenure** – Applications for tenure were reviewed by the departments, the colleges/schools, the University Tenure and Promotion Committee, Provost Edington, 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, records of publications and research, certifications and exceptional scholarly or creative activities.

Provost Edington reviewed the applications and recommendations prior to forwarding his recommendations to President Robinson, who conducted the final review of the applications and recommendations. The faculty members listed below were nominated for tenure:

1. Satyanarayan Dev, CAFS
2. Aaron Hilliard, COPPS\_IPH
3. Mahsan Mohsenin, SAET
4. Errick Farmer, SOAHS (Tenure Transfer)
5. George Audi, SOAHS

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6. Saungaylia Randolph, SOAHS
7. Courtney Micots, CSSAH
8. Anedra Small, CSSAH
9. Novell Tani, CSSAH
10. Evelyn Tyler, CSSAH

**Question:** What is tenure transfer?

**Response:** Tenure transfer refers to an individual that earned tenure in one school at the university, but has switched to another school. So, we are requesting that his tenure be transferred to the new unit.

Trustee Cavazos moved to approve the nominations for tenure. The motion was seconded by Trustee Harper and the motion carried.

**Leave Without Pay for Professor Phyllis Taite** – 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.

Professor Phyllis Taite is requesting leave without pay to teach taxation courses on a broader scale than her current situation allows. This experience will enhance her taxation foundation for teaching and scholarship. The dates of the request are August 1, 2021 through May 15, 2022.

**Question:** Are there skilled professors available to teach the taxation courses in Professor Taite's absence?

**Response:** Yes, the dean has confirmed that the courses will be covered during Professor Taite's absence.

Trustee Harper moved to approve the request for leave without pay for Professor Phyllis Taite. The motion was seconded by Trustee Cavazos and the motion carried.

**Student Affairs Updates** – informational updates were provided:

- Dr. William Hudson, Jr., and his team provided updates on admissions and enrollment data, Transfer Services, an overview of the new Student Financial Aid Planning module, an update on the Kognito Mental Health training, and an update on hazing prevention. In addition, Dr. Hudson introduced new staff within the Division of Student Affairs: Dr. Bill Means, Director of the Career Center; Mr. Hugh Durham, Director of Admissions; and Ms. Sacha Wilson, Assistant Director for Student Affairs in the Office of Student Conduct and Conflict Resolution.
- Ms. Teri Little-Berry stated that transfer applications from the Florida College System (FCS) for summer 2021 have surpassed pre-COVID numbers from 2019. The FCS admits

are also up 35% in comparison to summer 2020. In addition, there is an increase in the number of non-FCS/Out-of-State transfer applicants and admits. Participation in the Ignite program continues to grow and there is a total of 2,255 participants in the program that's attending 19 FCS institutions.

**Question:** What is the ratio of male and female for this entering class?

**Response:** Dr. Hudson would provide the information to the Trustees after meeting.

- For fall 2021, there are slight increases in applications and admits. Overall, applications for fall 2021 have exceeded our pre-COVID numbers. The overall admission numbers are up 3.88%. In addition, there are three remaining SAT/ACT test dates for summer 2021.
- The Oracle Student Financial Planning (SFP) project is progressing. In November 2020, the portal was opened to allow students to submit verification documents. In February 2021, FAMU began awarding new students for fall 2021. The anticipated date for finalizing all updates and processes is fall 2021.
- There are several positive impacts of SFP that include high visibility, clear program eligibility, electronic document submission, simplified verification, and imbedded loan counseling/debt management for students. For staff, SFP substantially improves business processes that include verification of parent signature, document intake, updated student loan data, Department of Education annual updates, improved compliance, and same day awarding.
- The Kognito Mental Health training is mandated by the Florida Board of Governors. Each SUS institution is required to have a minimum of 95% participation from faculty and staff who engage students. FAMU has a 99% completion. In addition, the Kognito Mental Health training will be incorporated into the new employee onboarding process.
- The final informational update was from Mr. Bryan Smith regarding the hazing prevention initiatives.
  - Approximately 7,556 students took the Alivetek online hazing training course since its inception.
  - Since the last Board meeting, hazing prevention education was presented to the Department of Athletics in collaboration with the Title IX & Department of EEO, Student Health Services, and the Office of Student Conduct & Conflict Resolution.
  - Educational training will be provided at the summer freshmen orientations. The Alivetek online test module will be provided to incoming students.
  - There is one pending investigation into suspicion of hazing.

**Academic Affairs Updates** – The following informational updates were provided:

- Provost Edington provided brief updates.
  - A brief recap of the COVID-19 year was provided that included enhancements to our classrooms; efforts to provide students and faculty with technology to facilitate remote learning; and working to modify most course sections from the traditional format into remote learning format.

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- In fall 2020, 77.5% of the courses were taught online and 22.5% of the courses were taught in-person. In spring 2021, 56.6% of the courses were taught online, 25.1% of the courses were taught hyflex, and 18.3% of the courses were taught in-person.
- Enormous effort has been devoted to faculty training over the past year. In addition, faculty professional development will continue during the summer to help faculty improve their teaching pedagogy.
- A *Course Satisfaction by Modality* survey (Spring 2021) was completed by students. Based on the survey, the freshmen prefer some type of in-person instruction. The upper level students and graduate/professional students prefer the online, remote, or hyflex options. The students also provided some comments/concerns on specific courses.
- A survey was completed by faculty. Based on faculty perceptions of students, one of the greatest challenges to the students learning virtually was “student engagement.”
- The Office of Freshmen Studies has worked to provide incoming freshmen students with opportunities for limited in-person classroom experiences. In addition, the Office of Freshmen Studies has been active in parent engagement.
- Updates on key searches were provided. The following searches are open: Dean, FAMU-FSU College of Engineering; Dean, School of Journalism and Graphic Communication; Director, Meek-Eaton Black Archives; and Dean, School of Graduate Studies and Research. The new hire for the Associate Vice President for Strategic Planning, Analysis, and Institutional Research will begin on June 14.
- We are in the process of completing an assessment and evaluation of the university’s academic program offerings and organizational structure to increase operational efficiency and effectiveness. This initiative will be discussed further during the August retreat.
- Updates on the Licensure Pass Rate Improvement Plan were provided regarding enrollment management and faculty excellence:
  - The School of Nursing (SON) has improved admission standards and as a result, SON is seeing increases in grade point averages and students meeting the baseline knowledge requirements as assessed by the team. Program rigor is increasing and at-risk students are being identified earlier. The last two graduating cohorts have shown improvement in their performance on the NCLEX predictor exam.
  - In addition, Dean Johnson reminded the Trustees that she would be meeting with the Florida Board of Nursing later that day regarding the low scores in 2019 and 2020. If the program is placed on probation, the program would be re-evaluated again in January 2022. A statement will be provided to the Trustees at the conclusion of the meeting with the Board of Nursing.
  - The College of Pharmacy and Pharmaceutical Sciences is using a standardized test as part of the admissions process. It is not an admission metric, but the college will use it to understand if there is any predictive strength for their population of students. The comprehensive exam performance showed significant improvement in 2021.
  - Progress has been made in all key indicator areas for the physical therapy program. The first time pass rate for the CAPTE is steadily improving, which was 83% in 2020 and 88% in 2021. The GRE requirement fell by a little over one point, but it was still over the minimum requirement of 300.

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- In addition, they continue to use the evidence to improve policies and processes that have helped to identify a range of program admission benchmarks. This will provide data of applicants who are prepared for the curriculum and the NPTE.
- For faculty excellence, there is a need to recruit, develop, and retain World Class Faculty; establish a Health Professions Recruitment and Admissions Team; establish a Health Professions Faculty Development Program; and provide increased support for faculty initiatives such recruitment, development, and retention.

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

Respectfully submitted,

Nicole Washington, Committee Chair