

Florida Polytechnic University
Board of Trustees

Academic and Student Affairs Committee Meeting

MEETING MINUTES

Wednesday, May 22, 2019
8:30 AM-9:30 AM

SUN 'n FUN Fly-In, 4175 Medulla Road, Lakeland, FL

I. Call to Order

Committee Chair Hallion called the Academic and Student Affairs Committee meeting to order at 8:36 a.m.

II. Roll Call

Amy Devera called the roll: Committee Chair Richard Hallion, Committee Vice Chair Adrienne Perry, Trustee Victoria Astley, Trustee Henry McCance, Trustee Ryan Perez and Trustee Mark Bostick were present (Quorum).

Other trustees present: Trustee Frank Martin, Trustee Cliff Otto, Trustee Gary Wendt, Trustee Bob Stork, Trustee Louis Saco and Trustee Don Wilson

Staff present: Provost Terry Parker, President Randy Avent, Mrs. Kathryn Miller, Mr. Tom Dvorske, Mrs. Kris Wharton, Mrs. Kim Abels, Ms. Michele Rush, Mr. BenMatthew Corpus, Ms. Regina Delulio, Mr. Rick Maxey, Mr. David Calhoun and Ms. Amy Devera were present.

III. Public Comment

There were no requests received for public comment.

IV. Approval of Minutes

Trustee Henry McCance made a motion to approve the Academic and Student Affairs Committee meeting minutes of March 13, 2019. Trustee Ryan Perez seconded the motion; a vote was taken, and the motion passed unanimously.

V. 2018-20 Strategic Planning Committee Work Plan Review

The 2018-2020 Work plan remains unchanged and no discussion occurred.

VI. **Provost Report**

Dr. Terry Parker reviewed activity aligned with the Work Plan, which included Admissions and Financial Aid, Student Services, four year graduation improvement plan, degree program additions and faculty hiring status, ABET accreditation, student and faculty diversity, Technology and Pedagogy and space planning.

A. Organizational Change

Provost Terry Parker reported to the committee that there has been a change to the Academic Affairs organizational model. Dr. Tom Dvorske is now the Vice Provost of Academic Affairs and Dr. Kathryn Miller is now the Vice Provost of Student Affairs. Admissions is now a direct report to Provost Parker's office. The University has also recently hired a Director of Research Services, Nicole Tardiff.

B. Admissions and Financial Aid

Provost Parker stated to the committee that inquiries and applications have been down all year long. Deposits are currently down three percent. Provost Parker briefly went over a graph that compared the difference between admits in Early May, 2018 to Early May, 2019. In total, the University is down ten deposits. Provost Parker reported the deposits for first time in college women are currently up, deposits for Latino students are around the same as last year and deposits for black students are up. Bridge is a program where the University has formed relationships with two high schools, Lake Wales and Jones, and students are brought in as non-degree seeking students. The non-degree students are not allowed to take on a full course load.

Trustee Gary Wendt asked if the University's enrollment would be the same as last year. Provost Parker stated that he originally predicted that the University would be down ten students, however, as of yesterday, the University was only down three students. The University added twenty new students due to the creation of the Bridge program. If the student succeeds in their first semester, they will be converted to degree seeking.

Chair Don Wilson asked how the Bridge students affect the SAT and completion rates for the University. Provost Parker stated that since they are non-degree seeking, they do not affect the numbers and are not included in the graduation rate.

Trustee Victoria Astley questioned what the GPA rate was to continue and Mr. BenMatthew Corpus stated that the students were given the same requirements as students who receive scholarships, which is a 2.75 GPA.

Trustee Henry McCance asked about the decrease in the number of the Graduate Program admissions and Provost Parker noted that there were late changes within the program that impacted admissions, but he expects the numbers to be made up within the next few weeks.

Trustee Frank Martin stated that advising for the non-degree students will be critical and should be done often. Provost Parker stated that we needed to be careful with advising. The University provides services and pathways, but the students should not be called out. He also explained that the students should blend in with the rest of the student body.

C. Student Affairs

Polycon is a student run event that was in its fifth year this year. There were about 1700 attendees for Polycon. The event brings a lot of visitors to campus. There has also been summer community activities such as dinners and evenings on the town. The Office of Disability Services has implemented and improved

a policy that is an interactive process. For advising last spring, the University piloted a program called a Students of Concern program. That program showed a 50 percent improvement which Provost Parker stated he is happy about. Currently, the University is having initial discussions about the campus bookstore going virtual. This is a longer discussion and will not be completed by Fall, but maybe next Spring.

D. Degree Program Additions and Faculty Hiring Status

Provost Parker stated that the degrees are currently being expanded at the University. The University has chosen to continue with the nearly common Freshman year. The common Freshman year allows students to enter FL Poly without knowing what degree they want to pursue. The University has a six credit hour Senior Capstone sequence in place and also put in place concentrations. Concentrations allows a small campus the ability to be diverse without having to be a large campus. Two of the three degrees that FL Poly is pursuing have been fully approved: Environmental Engineering and Engineering Mathematics. There is still a small amount of work that needs to be completed for the Engineering Physics degree before it can enter the state inventory.

Trustee Dick Hallion asked for elaboration on the Engineering Physics degree. Mr. Tom Dvorske explained to the committee that Physics of Space is a classic astro physics concentration, Physics of Medicine is pre-med and is for students who want to attend medical school and Physics of Energy is focused around energy and sustainability. Trustee Hallion stated that is encouraging and interesting to watch. Final ABET materials were submitted a few days ago and the outlook is positive. The degrees submitted to ABET were Computer Science, Computer Engineering, Electrical Engineering and Mechanical Engineering. Environmental Engineering and Engineering Physics will be two degrees that the University will want to accredit later. Provost Parker stated that you cannot get ABET accreditation until a student graduates and their transcript can be evaluated against the criteria. Mr. Dvorske confirmed that once accreditation is received, it will be back accredited to October 2017.

E. Faculty Hiring Status

Provost Parker stated that there has been a fair amount of success for hiring. The University is expecting twenty to twenty five new faculty members for the coming year.

F. Graduate Program

The University currently offers two graduate degrees: Masters of Science, Engineering and Masters of Science, Computer Science. Five tracks have been added to the degrees which include Computer Engineering, Electrical Engineering, Mechanical Engineering, Engineering Management, Computer Science and Data Science. What has been constructed is scalable. The new tracks have been configured to include two common courses and then four electives.

G. Space Planning

Provost Parker showed the plans for the center of the IST Commons to the committee. He showed the committee where new modular offices will be added to accommodate growth. Mr. David Calhoun confirmed the new offices will be comparable to the size of the current offices.

A reconsidered design for the Applied Research Center is being considered which would add more space in an efficient manner. This redesign adds approximately 9,000 square feet that could be used for a prototype shop, AV bays, student research project space and possibly labs that support FIPR.

H. Academic Affairs Initiatives

These initiatives line up with the strategic scorecard that President Avent talked about yesterday. Admissions is undergoing a top to bottom reconsideration of the operations. There is a Retention Initiative that will align the Student Affairs portion of the campus to academic portion of the campus. There is also an Academics and Instructional Quality Initiative that is under Mr. Dvorske. Provost Parker presented a funnel diagram that shows the Admissions Initiative. All of the little activities need to be strategically connected so that they flow. The Retention Initiative will improve campus wide retention by building a student culture of excellence and accomplishment, support student academic progress and success and educate the whole student with the Florida Poly Experience. There are two objectives under Academic Quality and Success which are: deliver a strong faculty instructional development program and enhance delivery through a stronger active learning methods.

VII. Academic Calendars

The Academic Calendars for 2020-2021 and 2021-2022 were presented by Provost Terry Parker.

Committee Vice Chair Adrienne Perry made a motion to approve the 2020-2021 and the 2021-2022 Academic Calendars. Trustee Henry McCance seconded the motion; a vote was taken, and the motioned passed unanimously.

VIII. 2019-2020 Faculty Handbook

The Faculty Handbook for 2019-2020 was presented by Provost Terry Parker.

Trustee Victoria Astley made a motion to approve the 2019-2020 Faculty Handbook. Trustee Henry McCance seconded the motion; a vote was taken, and the motioned passed unanimously.

IX. Closing Remarks and Adjournment

With no further business to discuss, the meeting adjourned at 9:29 a.m.