

Academic and Student Affairs Committee Minutes
Trustee Nicole Washington, Chair
March 4, 2020

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, Kristin Harper, David Lawrence, Rochard Moricette, and Nicole Washington. A quorum was established.

Trustee Cavazos moved to approve the minutes for the meeting on December 4, 2019. The motion was seconded by Trustee Harper and the motion carried.

The Committee recommended approval of the following items:

Bachelor of Science in Cybersecurity - The Department of Computer and Information Sciences (CIS) submitted a proposal to offer a Bachelor of Science in Cybersecurity (CyS) program. This program is designed to satisfy the Accreditation Board for Engineering and Technology, Inc., (ABET) criteria for Cybersecurity. The goal of the B.S. program in Cybersecurity is to prepare students to meet the cybersecurity needs of business, government, healthcare, education, and society. The program will be offered face-to-face and online.

Trustee Cavazos moved to approve the Bachelor of Science degree in Cybersecurity. The motion was seconded by Trustee Harper and the motion carried.

Master of Science in Cybersecurity - The Department of Computer and Information Sciences (CIS) submitted a proposal to offer a Master of Science in Cybersecurity (CyS) degree. The general goals of the degree program are to provide breadth in cybersecurity foundations, depth in selected areas, and balance of experiential learning and research. The program seeks to serve a range of student and professional needs, including supporting the need for cybersecurity competencies in areas such as; STEM, health care, criminal justice and social sciences.

Trustee Moricette moved to approve the Master of Science degree in Cybersecurity. The motion was seconded by Trustee Cavazos and the motion carried.

Request for Leave Without Pay for Rhoda Cato - 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 Cato has requested leave without pay for November 12, 2019 through August 2020.

Trustee Cavazos moved to approve the request for leave without pay for Rhoda Cato from November 12, 2019 through August 2020. The motion was seconded by Trustee Moricette and the motion carried.

Tenure Upon Appointment for Idongesit Mkpog-Ruffin - *Tenure Upon Appointment* is a condition of employment that is offered to a faculty member who has previously held a tenured position. The requests for *Tenure Upon Appointment* are approved by the Provost and/or the President. As a practice, the university-wide tenure and promotion committee completed a courtesy review of the documentation. Prior to the review of the documentation by the university-wide tenure and promotion committee, the documentation was reviewed by both the school/college tenure and promotion committee.

The CV for Dr. Idongesit Mkpog-Ruffin was reviewed for evidence of highly competent teaching and research and other scholarly activities, services, and contributions to the University and to society.

Trustee Harper moved to approve the request for tenure upon appointment for Dr. Idongesit Mkpog-Ruffin. The motion was seconded by Trustee Cavazos and the motion carried.

Academic Calendar 2020-2021 - The academic calendar for 2020 - 2021 was presented to the Board of Trustees for approval, in accordance with Florida Board of Education Rule 6A-10.019. Additionally, 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.

Please note that 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 Moricette moved to approve the academic calendar for 2020-2021. The motion was seconded by Trustee Cavazos and the motion carried.

Student Affairs Updates – The following informational updates were provided:

- Updates were provided on the Southern Scholarship Foundation, Transfer Services, and Hazing Prevention Initiatives.
 - Dr. Hudson provided an update on the Southern Scholarship Foundation (SSF). SSF operates three houses on the campus of FAMU. SSF is responsible for all costs related to the maintenance and landscaping of the houses. FAMU’s original lease expires in 2025, with the option to extend for two additional 10-year periods. Ms. Brianna Collins, a SSF participant, provided a student perspective of living in the scholarship house and Dr. Shawn Woodin, President and CEO of SSF, provided brief comments.
 - Ms. Teri Little-Berry provided an update on the IGNITE Transfer Program to include the new personnel hires and the recruitment efforts at the 17 partnering FCS institutions. It was also noted that many of the academic maps are now posted on FAMU’s website.
 - Mr. Bryan Smith provided an update on the hazing prevention initiatives.

- This semester 18 hazing prevention workshops and individual organizational presentations were presented. In addition, 1,120 students completed the SUS sponsored Alivetek online hazing prevention course.

Academic Affairs Updates – The following informational updates were provided:

- Provost Edington provided updates on the key initiatives.
 - Ms. Beverly Barrington provided an update on the faculty workload study. The study focused on how the faculty spend their time, how we compare to other SUS institutions and peers, and the various types of faculty positions at the University. The overall purpose of the study was for us to look at ways to enhance faculty productivity in regards to teaching, research, and service.

Based on the results of the study, six recommendations were made to administration:

- Identify strategies to ensure that faculty teaching loads across the University are appropriate.
- Identify strategies to increase the time allocated for research and other scholarly/creative activities.
- Implement appropriate strategies to ensure that the distribution of research FTE with respect to gender is equitable.
- Investigate strategies to provide additional teaching assistance to faculty.
- Investigate to determine if specific strategies need to be implemented to reduce their teaching loads (assistant professor level).
- Identify strategies to address the potential for large-scale turnover in faculty (number of faculty approaching retirement age).

Some observations were made regarding the workload update:

- 1) What's the succession plan for the University to ensure that we are ready as an institution when the professors retire and what are the plans for hiring new faculty to fulfill those roles while maintaining strong programs?
- 2) What's the strategy to combat the gender difference for tenured full professors?
- 3) How does the teaching assistants factor into the faculty's workload (i.e., faculty that teach both undergraduate and graduate levels)?

A detailed plan and strategies will be presented at a future meeting.

- Dr. Charles Weatherford provided an update on the Division of Research and Development to include the research and development spending, awards received, and proposals submitted. In addition, he discussed the goals and strategies to increase the number of Ph.D. granting programs.
- Dr. Sundra Kinsey provided an update on a proposed engineering technology program. The new program—M.S. in Construction Management and Engineering Technology-- will have an impact on PBF metric #8. The proposal will be submitted for approval during the June 2020 Board of Trustees meeting.

FLORIDA **A&M** UNIVERSITY
Board of Trustees

- Dr. Edington provided updates on the licensure pass rates for the following programs:
 - Doctor of Physical Therapy (DPT),
 - Baccalaureate Nursing (BSN),
 - Doctor of Pharmacy (PharmD), and
 - Juris Doctorate (JD).

- Dr. Edington stated that the main issue with the licensure programs are sustained excellency. The respective licensure programs are working towards long-term sustainable improvements. The Task Force plans to release their report during the month of April.

- Dr. Lewis Johnson provided an update on the efforts to improve retention rates and 4-year graduation rates.

There being no further discussion, the meeting was adjourned at 3:15 p.m.

Respectfully submitted,

Nicole Washington, Committee Chair