



**Academic and Student Affairs Committee Meeting**  
**Minutes**  
**October 24, 2007**

Chairman Armand Grossman convened the meeting with the following committee members present: Lalita Janke, Sherry Plymale, Eric Shaw, and Tony Teixeira.

Other trustees attending the meeting included: Board Chairman Norman Tripp.

The following university officials participated: Frank T. Brogan, President; John Pritchett, Provost; David Kian, General Counsel; Larry Glick, Associate General Counsel; Mike Armstrong, Associate Provost; Norman Kaufman, Associate Provost; and, Barry Rosson, Dean of Graduate Studies.

**AS-M. Approval of the Minutes**

A motion was made and seconded to approve the minutes of the April 25, 2007 meeting.

**The motion passed unanimously.**

**AS: A-1.** Approval of Regulations on Academic Programs

- a) Regulation 3.002 on Approval of New Academic Programs
- b) Regulation 3.003 on Academic Program Termination

Provost Pritchett introduced Larry Glick who presented the proposed regulations noting that they were new regulations being created as a system-wide initiative under the direction of the Florida Board of Governors. The regulations were developed to provide guidelines by which individual institutions would develop or terminate academic programs and do not substantively change current process but merely codify the process and procedures currently in use.

A motion was made and seconded to recommend approval of Regulations 3.002 and 3.003 as presented. **The motion passed unanimously.**

**AS: A-2. Approval to Repeal Regulation 3.001 on Continuing Education**

Associate Provost Norman Kaufman presented the request to repeal Regulation 3.001 noting that the regulation still references the former Florida Board of Regents as the university's governing body and provides for centralized administration of continuing education programs. Programs in continuing education are now administered under the deans of the respective academic colleges.

A motion was made and seconded to recommend approval of the repeal of Regulation 3.001. **The motion passed unanimously.**

### **AS: A-3. Approval to Amend Regulation 5.003 on Limited Access to Employee Records**

Mr. Glick presented the proposed amendment to Regulation 5.003 (last revised in 1987) as part of the initiative to update the university's regulations. This proposed amendment provides for the inclusion of promotion and tenure files as being evaluation records and, as such, confidential documents. The amendment also allows us to include as much employee information as the law permits as confidential records.

A motion was made and seconded to recommend approval to amend Regulation 5.003. **The motion passed unanimously.**

### **AS: A-4. Approval to Amend Regulation 4.008 on Student Records**

Dr. Mike Armstrong presented the proposed amendment to Regulation 4.008 noting that the purpose of the amendment was to more clearly define and identify those employees of the university authorized to review student records.

A motion was made and seconded to recommend approval to amend Regulation 4.008 on Student Records. **The motion passed unanimously.**

### **AS: A-5. Approval to Establish a Graduate College**

Dr. Pritchett introduced the item by providing an overview of the function and responsibilities of a Graduate College, noting that the current Office of the Dean of Graduate Studies was clearly operating and performing at the level of a Graduate College.

Some of the responsibilities of a Graduate College include: enhancing the ability to recruit top quality graduate students, directing fund raising initiatives, standardizing and monitoring admissions standards and program requirements to assure program quality, standardizing graduate faculty criteria, developing graduate college procedures and policies and assuring that these policies and procedures are met.

The Provost highlighted the various steps taken toward establishing a Graduate College. He noted that the areas of graduate studies and graduate admissions were removed from the Division of Research and realigned as units under the direct supervision of the Provost's Office, graduate faculty were identified, and a Graduate Council has now been established.

Dr. Pritchett then introduced Dr. Barry Rosson, FAU's Dean of Graduate Studies, who briefly reviewed the development of the unit, graduate student enrollments, and the functions and responsibilities of the proposed Graduate College. He cited increasing numbers of graduate programs and graduate students as evidence of the need to establish a Graduate College. He noted that the creation of a Graduate College would enhance the visibility of the University with regard to graduate education and the recruitment of high quality research faculty.

A motion was made and seconded to recommend approval to establish a Graduate College at FAU. **The motion passed unanimously.**

**AS: I-1. Discussion of Proposed Amendment to Regulation 5.006 on Tenure Procedures**

Dr. Pritchett led the discussion of the development of an amendment to revise and refine the tenure process at the University. He reminded the Committee that it was at the request of the Committee that the item was being brought forward. The proposed amendment would revise the tenure approval process by allowing the Board of Trustees to delegate tenure approval authority to the President based upon the BOT-approved procedures and processes currently in place. The tenure process provides for input and review from all levels of the academic and administrative membership.

General Counsel Kian commented that after the devolution of authority to the individual Boards of Trustees, all SUS institutions were now in the process of revising their process of tenure approval in addition to many other processes. Chairman Tripp concurred that it was not the intent of the Board to review each candidate and noted that unless the Board reviewed each candidate in detail, it would not be able to vote with assurance in the process. He was comfortable to know that BOT approved processes were in place and would govern the process of the awarding of tenure.

**Adjournment**

A motion was made and seconded to adjourn the meeting. **The motion passed unanimously.**

The meeting was adjourned.

(Prepared by M. Mertz)