



Item: AS: A-M

**COMMITTEE ON ACADEMIC AND STUDENT
AFFAIRS**
Tuesday, April 20, 2021

Subject: Roll Call and Approval of February 16, 2021 and April 6, 2021 Minutes

PROPOSED COMMITTEE RECOMMENDATION

Initiate roll call to document member participation, ensure quorum, and approve the Minutes of February 16, 2021 meeting and April 6, 2021 workshop.

COMMITTEE MEMBERS

Mr. Brad Levine, Chair	_____
Mr. Daniel Cane, Vice Chair	_____
Mr. Brent Burns (ex-officio)	_____
Mrs. Barbara Feingold	_____
Mr. Abdol Moabery (ex-officio)	_____
Ms. Celine Persaud	_____
Dr. Kevin Wagner	_____

PARTICIPATING BOT MEMBERS

Mr. Shaun Davis	_____
Mrs. Mary Beth McDonald	_____
Ms. Elycia Morris	_____
Mr. Robert Stilley	_____



**Committee on Academic and Student Affairs
Meeting Minutes – February 16, 2021**

Committee on Academic and Student Affairs Chair Brad Levine called the meeting to order and requested a roll call to confirm a quorum. In addition to Chair Brad Levine, the following committee members were present: Vice Chair Daniel Cane, Trustee Brent Burns (*ex-officio*), Trustee Barbara Feingold, Trustee Abdol Moabery (*ex-officio*), Trustee Celine Persaud and Trustee Kevin Wagner. Also present were the following: Trustee Shaun Davis, Trustee Mary Beth McDonald, Trustee Elycia Morris and Trustee Robert Stilley.

AS: A-M. Roll Call and Approval of Minutes from the November 17, 2020 Committee on Academic and Student Affairs.

The minutes from the November 17, 2020 meeting were presented for approval. A motion was made to approve the minutes as distributed. The motion was seconded and unanimously approved.

AS: A-1. Request for Approval of the 2021 CASA Work Plan

Dr. Bret Danilowicz, Provost and Vice President of Academic Affairs presents the 2021 CASA Work Plan. This work plan is important in order to establish a comprehensive process to streamline Committee actions, improve information provided to Committee members, create comprehensive programs tied to the University's Strategic Plan, and to develop informed decision-making to better serve students, faculty, staff and other constituencies of Florida Atlantic University. Chair Brad Levine requests the CASA Work Plan to include a discussion on Mental Health.

A motion is made and seconded to schedule the 2021 CASA Work Plan on March 16, 2021. The motion was approved unanimously.

AS: I-1. Provost's Updates

Dr. Bret Danilowicz, Provost and Vice President of Academic Affairs provided a general update on academic issues and initiatives. The Academic Affairs budget is built on 70% E&G funds and there will be increasing costs. The carryforward is fully committed. Second, the shifting delivery modalities get us to 35% online by 2025, however, we are currently there as an institution. We are working on refining the goals. Finally, there was a discussion of the campus taskforce. Davie has had significant changes when we went online. The Provost is working on goals for the 6 campuses.



AS: I-2. Update on SUS Tenure and Tenure upon Appointment Processes

Dr. Bret Danilowicz, Provost and Vice President of Academic Affairs gives a general update on SUS Tenure and Tenure upon Appointment Processes. Procedures for the awarding of tenure is outlined in *FAU Regulation 5.006 Tenure Procedures* and *Article 15 of the FAU-BOT and UFF Collective Bargaining Agreement for 2018-2021*. Likewise, the tenure upon appointment process follows these procedures. Furthermore, the University's Office of the Provost issues specific guidance including *the Principles for Creating Criteria for Promotion & Tenure; Criteria for the Appointment, Promotion, and Tenure of Faculty; Annual Tenure and Promotion Guideline Memos*; and various college-level guidelines and documents. To provide the Committee on Academic and Student Affairs (CASA) with insights regarding how these processes work at other institutions, Dr. Bret Danilowicz, provost and vice president for academic affairs, and Trustee Brad Levine, CASA chair, review comparable practices across the State University System of Florida. The Committee discusses best practices and opportunities for enhancing procedures at FAU.

AS: I-3. Revising Pass/Fail Grading Policy

Dr. Bret Danilowicz, Provost and Vice President of Academic Affairs provides an update on the University's pass/fail grading policy. The University Faculty Senate eliminated the pass/fail option and replaced it with the satisfactory/unsatisfactory grading policy. This policy is consistent with the rest of the State University System.

AS: I-4. Discussion of Honorary Doctorates Nomination Process

Dr. Bret Danilowicz, provost and vice president for academic affairs, and Trustee Brad Levine, CASA chair, lead a discussion regarding broad strategy of awarding these honorary doctorates, as well as possible benefits to FAU's academic colleges. Procedures for the awarding honorary degrees at the University follow *FAU Policy 2.3 Honorary Doctorates*. Provost Danilowicz will provide data on the Honorary Doctorates nomination process from our peer institutions in the State University System.

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



Committee on Academic and Student Affairs Workshop
Meeting Minutes – April 6, 2021

Committee on Academic and Student Affairs Chair Brad Levine called the meeting to order and requested a roll call to confirm a quorum. In addition to Chair Brad Levine, the following committee members were present: Vice Chair Daniel Cane, Trustee Brent Burns (*ex-officio*), Trustee Barbara Feingold, Trustee Abdol Moabery (*ex-officio*), Trustee Celine Persaud and Trustee Kevin Wagner. Also present were the following: Trustee Shaun Davis, Trustee Elycia Morris and Trustee Robert Stilley.

AS: I-1. Optimizing Academic Programs Offerings

Dr. Bret Danilowicz, Provost and Vice President of Academic Affairs presents the Optimizing Academic Programs Offerings. Provost Danilowicz discusses the Academic Affairs E&G Budget Distribution & Terminology. College of Medicine is a separately managed E&G budget. 87.7% of the E&G budget are within the Colleges, 6.7% in the Office of Information Technology, and 5.6% within the Office of the Provost, Broward, and Jupiter Campuses, Center for Global Engagement, and the Registrar's office. 94% of the Deans' E&G is Personnel (63% Faculty and 31% Staff and Students). The College's E&G budgets have been increasing until this prior year which had a decrease of 4.06%. We are increasing in grants, contracts, and auxiliaries.

The Academic Program Committee has been developing criteria by which academic programs will be evaluated and prioritized. They will recommend programs for immediate phasing out beginning in Fall 2021, and identify the top 25 and bottom 25 performing academic programs, and identify 'Programs of Concern'. They will also recommend specific actions such as programs that should receive resources for growth, programs that should be consolidated, programs that should be phased out, or other pertinent recommendations, and report out regularly to Executive Leadership Team, Deans, and Faculty Senate.

Next, self-supporting programs are market rate or self-sustaining programs where all costs are fully recovered by tuition. The programs must be offered in a different format than the existing E&G program, require Board of Trustees approval but not Board of Governor's approval, and marginal revenue is to be reinvested in the program, although a tax is used to offset some other costs at the university. There are currently ten self-supporting programs.



Budget challenges include program start-up costs, marketing costs –programs will need a well-designed campaign with financial resources and costs to grow (e.g. staffing, books, facilities) but tuition may not (Market Rate tuition cannot be reset). Budget planning for the future include plans for revision of Academic Affairs Annual Budget Reallocation (ABR) model, training Deans, Director, and Chairs on use of Academic Financial Model (AFM), evaluating recommendations from Academic Program Committee (APC) on Program Closures and Budget Reallocation, combining ABR and APC into a single model in partnership with new CFO, and continuing to grow margins in summer and other revenue sharing opportunities

Potential opportunities for the Board of Trustees include advocacy for restoring funding from unfunded state tuition waivers, advocacy against future unfunded state tuition waivers, advocacy for differential tuition and fees to offset expenses of the student movement to STEM programs, and advocacy for the expansion of self-sustaining programs (e.g. fewer restrictions on numbers, types, and expenditures of programs).

Provost Danilowicz will assist the Board of Trustees in writing a letter to the Board of Governors explaining the desire to use revenue from self-sustaining programs to support other E&G programs in the college. Next, he will also provide program-level employment data per program for discussion at a future meeting. Also, he will analyze the specific shifts in majors at FAU and align that with the cost per credit hour. Finally, he will look into restructuring data on student demand.

AS: I-2. Remote Teaching: Past, Pandemic, Future

Provost Danilowicz, Mr. Jason Ball, Associate Provost, and Chief Information Officer, and Dr. Julie Golden-Botti, Executive Director for Online and Continuing Education presents the Remote Teaching: Past, Pandemic, Future. First, they discuss the remote, online, and HyFlex modalities. Undergraduate FTE enrollment in fully online went from 27% in Spring 2020 to 59% in Spring 2021. In Class went from 67% to 1% and Hybrid went from 6% to 40% (flex). Our strategic goal 'percent of undergraduate FTE in Online Courses' went from 28% in 2019 and 2020 to 26% in 2020 and 2021 (preliminary) with 52% remote. In spring 2020, we had a rapid remote response. In summer 2020, we focused on improving and repairing continued remote learning focusing on higher-quality delivery. In fall 2020, we launched Hyflex in which 25% of sections in person with a remote option. In spring 2021, the majority of sections are Hyflex (80%).



This summer, we will optimize by strategically offering a mix of online, HyFlex, and in-person courses. There is a professional development to ensure the quality which is the one-stop faculty resource website that includes one-on-one, group, and HyFlex training. We have pending training which includes online student readiness workshops and online design and delivery of science and non-science labs. We are onboarding new online programs including the Professional Master of Science in Computer Science and Master of Science in Artificial Intelligence. Finally, we have new four-year, fully online Bachelor's degrees including the Bachelor of Business Administration with concentrations in Accounting, Marketing, Hospitality and Tourism, Management, and Finance.

AS: I-3. Student Mental Health Initiatives

Dr. Larry Faerman, Acting Vice President for Student Affairs and Enrollment Management, and Dr. Kathryn Kominars, CAPS Director presents the Student Mental Health Initiatives. We have increased the number of Mental Health clinicians in which one clinician serves 1,000 students. There was also 91% participation from Faculty & Staff for the Kognito 'At-Risk' Training. Total CAPS expenditures are expected to increase in FY21 and FY22. The percent of health fee revenue will also increase well. However, the health fee revenue will decrease. A few mental health initiatives include the fit first-year mental health literacy campaign, customized workshops, programming for departments, colleges, and student organizations, and FAU Police Department's collaborative support for students in crisis. Also, the Mental Health Summit had 384 attendees and there is a faculty task force for student mental health. There is also an initiated 'one-stop' for reporting mental health. The Counseling and Psychological Services offers 24-hour crisis interventions and individual, group, and relationship counseling. In the National Collegiate Health Assessment last year, 29% of responding FAU students received psychological or mental health services within the last 12 months. Finally, marketing and outreach for summer and fall 2021 include orientation, housing, online platforms, and parent and family engagement.

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