



Minutes  
Florida SouthWestern State College District Board of Trustees Academic  
and Student Affairs Committee  
Tuesday, April 28, 2015  
1:30 pm – 2:45 pm  
O-116 – Charlotte campus

The Academic and Student Affairs Committee met in Lee County, Florida, on April 28, 2015 at 1:30 p.m.

Present: Braxton Rhone  
Eric Loche  
Julia G. Perry  
Dr. Denis Wright  
Dr. Christine Davis  
Michelle King, recorder  
Bonnie Lawler, recorder

Others: None

**1. Introduction:**

Dr. Davis called the meeting to order.

**2. Public Comment:**

None

**3. Approval of Minutes:**

Attachment #1. Approval of Academic and Student Affairs Committee Minutes from February 24, 2015 (Presenter: Dr. Davis)

A motion was made by Mr. Braxton Rhone, and seconded by Eric Loche to approve the minutes as presented. Approved unanimously, and signed by Mr. Loche.

**4. Approval of the new College Credit Certificate:**

Attachment #2 Action Item (Presenter: Dr. Wright)

Dr. Wright provided an overview of a new certificate program in Network Enterprise Administration. This certificate is 32 credit hours, which can be earned as a “stand alone” certificate or in conjunction with an existing AS in Network Systems Technology. Mr. Eric Loche will present it to the Board members at the April 28, 2015 BOT meeting for approval.

**5. 2016-2017 Official College Calendar:**

Attachment #3 Action Item (Presenter: Dr. Wright)

Dr. Wright discussed the advantages in approving the official college calendar for academic year, 2016-2017. He also recommended that we continue to approve it a year in advance to afford us a strategic advantage in recruitment efforts and college wide planning that affects students, faculty, and staff. Mr. Braxton Rhone will present it to the Board members at the April 28, 2015 BOT meeting for approval.

**6. Faculty Evaluation Process:**

Dr. Wright briefly discussed the evaluation plan. It is given to full-time faculty members at the beginning of each year, and overall has been well received. Included in the process, each faculty member creates a portfolio, which includes items such as: student evaluations, Dean's visit, teaching philosophy, syllabi, etc. This process is aligned with our current board policy. New F/T faculty underwent extensive training regarding expectations. Discussions are ongoing to streamline the process.

**7. Award of Contracts:**

Dr. Wright provided positive data regarding FSW faculty. Discussion was held.

**8. Resident Profile:**

Dr. Davis presented data regarding the Lighthouse Commons residents for fall 2014 and spring 2015. The data included information on Florida residents and non-Florida residents, as well as, data broken down by county. Committee members requested additional demographic data to include racial and ethnic information

**9. Admission/Recruitment:**

Dr. Davis provided an update on the College's recruiting efforts for the 2014-2015 academic year.

**10. Academic Advising Study:**

Dr. Davis provided a brief update about National Academic Advising Association's (NACADA) recent visit to the College. Dr. Davis and her team analyzed the report and devised an Implementation Plan. The plan is structured into three phases with phase one implementation scheduled for spring 2016. Updates will be provided at future meetings.

**11. Other Business:**

None

The meeting adjourned at 2:55 p.m.

  
Member

District Board of Trustees

  
Date