



Minutes
Florida SouthWestern State College District Board of Trustees
Academic and Student Affairs Committee
Tuesday, November 15, 2016
1:30 pm – 2:45 pm
O-116 Charlotte Campus

The Academic and Student Affairs Committee met in Charlotte County, Florida, on November 15, 2016 at 1:29 p.m.

Present: Braxton Rhone
Marjorie Starnes-Bilotti
Julia G. Perry
Dr. Jeff Stewart
Dr. Christine Davis
Michelle King, recorder
Sherolyn Crawford, recorder

Others: Susan Bronstein

1. Introduction:

Dr. Davis called the meeting to order and introduced Sherolyn Crawford, Executive Assistant, Academic Affairs and Susan Bronstein, Director, Human Resources.

2. Public Comment:

None

3. Approval of Minutes:

Attachment #1 Approval of Academic and Student Affairs Committee Minutes from April 26, 2016 (Presenter: Dr. Davis)

A motion was made by Mr. Braxton Rhone and seconded by Ms. Julia Perry to approve the minutes as presented. Approved unanimously and signed by Ms. Perry.

4. Approval for the Ratified Florida SouthWestern State Collective Negotiations Agreement July 1, 2016-June 30, 2019:

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

Contract negotiations started late February and continued through August. It is a three year contract with a "one" college concept. With a consistent standard, faculty will know what they will be evaluated on. Mr. Rhone asked about potential issues. Dr. Stewart indicated it would be evaluated and if any issues should arise they would be addressed at the next contract negotiation session. Mr. Braxton Rhone will present this item to the Board members at the November 15, 2016 BOT meeting for approval.

5. Approval to Close Five Programs:

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

Dr. Stewart discussed the programs to be closed. The determination to close them was made after reviewing enrollment data from inception to current. Even after the \$10,000

degree programs were implemented-enrollment in these programs were still very low. The plan is to phase them out while continuing to see already admitted students through to completion, but not enroll anymore. Mr. Rhone asked if any marketing occurred for these degrees. Dr. Davis will discuss the marketing plan at the February 28, 2017 BOT meeting. Discussions are being held to expand in other program areas. Mr. Braxton Rhone will present this item to the Board members at the November 15, 2016 BOT meeting for approval.

6. Course Deletion:

Attachment #4 Action Item (Presenter: Dr. Stewart)

Potential course deletions are considered every five years if that particular course has not been taught within a five year span or less. Prior to deleting a course, faculty and administration conduct a thorough review before making their decision. Mr. Braxton Rhone will present this item at the Board of Trustees meeting on November 15, 2016 for approval.

7. Textbook Affordability:

(Presenter: Dr. Stewart)

Dr. Stewart indicated that invites will go out on November 16th to the committee members for a December 2, 2016 meeting. Regional and national standards will be discussed. The college adopts new text book and any changes in the fall for a spring roll out.

8. Curriculum Proposals:

(Presenter: Dr. Stewart)

Students will be charged a small course fee on four courses and those fees will support funding various study abroad trips. There will be no financial impact to the college.

9. Performance Funding Update:

(Presenter: Dr. Stewart)

Dr. Stewart and Abby Wilcox are on the committee. No major changes. Data has not been released yet to determine if there is any institutional impact.

10. FSW Collegiate Institute at Clewiston High School:

(Presenter: Dr. Stewart)

Dr. Stewart indicated that ongoing discussions are being held regarding a partnership with Clewiston High School to implement a collegiate dual-enrolled experience. The classes would be held on their campus. Class instructors would be both FSW and Clewiston High School faculty. Faculty would have to meet FSW's qualifications. Ms. Perry questioned why Moore Haven wasn't chosen. More information to come.

11. Fall 2016 Enrollment:

(Presenter: Dr. Davis)

Dr. Davis indicated that the enrollment is the third highest since the college's inception. 2010 and 2011 were the highest. Dr. Stewart informed the committee that the 2 year retention rates would be presented at the February 28, 2017 BOT meeting.

12. Admissions Recruitment Plan for 2017:

(Presenter: Dr. Davis)

Dr. Davis shared that the recruiting season for the following academic year gets

underway every October. She shared a list of national college fairs, both in state and out of state areas that will be visited by our recruiters.

13. Residents Profile:

(Presenter: Dr. Davis)

Dr. Davis provided data from fall 2016. As of the end of October, LHC had 394 residents. She further discussed male to female ratios, age, race/ethnicity, residency, and financial aid status.

14. Dedicate to Graduate Update:

(Presenter: Dr. Davis)

Dr. Davis shared the institution's three year plan which launched on September 1, 2016. A few key points discussed were the restructuring of our Advising Department, caseload management, technology, and training and development.

15. Other Business:

None

The meeting adjourned at 2:30 p.m.



Member
District Board of Trustees

2/28/2017

Date