

**APPROVED**

Minutes

Florida SouthWestern State College District Board of Trustees  
Academic and Student Affairs Committee  
Tuesday, February 28, 2017  
1:30 pm – 2:45 pm  
M-120A, Collier Campus

The Academic and Student Affairs Committee met in Collier County, Florida, on February 28, 2017 at 1:30 p.m.

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

Absent: Julia G. Perry

**1. Introduction:**

Dr. Stewart called the meeting to order.

**2. Public Comment:**

None

**3. Approval of Minutes:**

Attachment #1 Approval of Academic and Student Affairs Committee Minutes from November 15, 2016 (Presenter: Dr. Davis)

A motion was made by Ms. Marjorie Starnes-Bilotti and seconded by Mr. Braxton Rhone to approve the minutes as presented. The minutes were approved unanimously and signed by Mr. Rhone.

**4. 2-Year Retention Rate:**

Presenter: Dr. Stewart

Dr. Stewart presented data in regards to the 2-Year Retention rate as previously discussed at the November 2016 Committee meeting. He indicated that our retention goal was achieved for two student categories: First-Time Associate Seeking Freshman and First-Time Full -Time Associate Seeking Freshman.

**5. 2017-2018 Academic Calendar:**

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

Dr. Stewart shared the 2017-2018 Academic Calendar which adheres to State mandates. Mr. Braxton Rhone will present this item to the Board members at the February 28, 2017 BOT meeting for approval.

**6. Faculty Sabbaticals:**

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

Faculty Sabbatical applications were reviewed by the Sabbatical Committee and three applications were vetted and submitted for final approval. From those recommendations, the Provost brought forward one for BOT approval. Professor John Pelot's application to write a draft of book four in an alternative history series was chosen based on the ability of the project to demonstrate the impact on students and the college. Mr. Braxton Rhone is interested in reading Professor Pelot's book series

and Dr. Stewart agreed to provide him with copies. Ms. Marjorie Starnes-Bilotti will present this item to the Board members at the February 28, 2017 BOT meeting for approval.

**7. Recruitment Plan for Phased-Out Programs:**

Presenter: Dr. Davis

As previously discussed at the November 2016 Committee meeting, Dr. Davis presented a summary of the marketing efforts specific to the \$10k degree programs that were phased out. She shared a variety of examples which highlighted the various programs. The plan also included an admissions application question in which the applicant indicated interest in the program. Based on the admissions response, a report was then generated and the applicant was referred to a School of Education designee. Academic Advising also implemented a \$10k degree program conversation as part of their 30 hour advising procedure.

**8. Spring 2017 Enrollment:**

Presenter: Dr. Davis:

Dr. Davis indicated that the college's FTE numbers are up from the previous year.

**9. Local Recruitment Events:**

Presenter: Dr. Davis:

The Spring Admissions Enrollment Plan was shared by Dr. Davis and included information about in-district (local) recruitment event, on-campus admission events, and on-campus group tours.

**10. Other Business:**

None

The meeting adjourned at 2:19 p.m.

Marjorie Starnes-Bilotti                      4/18/2017  
Member    Date  
District Board of Trustees