



Florida SouthWestern State College
Board of Trustees
Combined
Institutional Advancement & Policy Committee & Academic and Student Affairs Committee
Tuesday, April, 18, 2017
1:30 – 2:45
Room I– 228, Thomas Edison (Lee) Campus
Minutes

Institutional Advancement & Policy Committee & Academic and Student Affairs Committee met in Lee County, Florida, on April 18, 2017 at 1:37 p.m.

Present: Tristan Chapman
Brian Chapman
Marjorie Starnes-Bilotti
Mark Lupe
Dr. Lou Traina
Dr. Bob Jones
Dr. Denis Wright
Dr. Jeff Stewart
Dr. Christine Davis

Other: Valerie Miller (Recorder)
Susan Marcy
Teresa Araque
Thyrie Bland
Dr. Mark Bukowski

Absent: Julia Perry
Braxton Rhone

Introduction:

Mr. Lupe welcomed all to the committee meeting.

Public Comment:

None

Approval of Minutes:

Mr. T. Chapman moved to accept the minutes of the February 28, 2017 Institutional Advancement & Policy, Committee, seconded by Mr. B. Chapman. Passed unanimously.

Mrs. Starnes-Bilotti moved to accept the minutes of the February 29, 2017 Academic and Student Affairs Committee. Passed unanimously.

Action Items

Item # 9 Faculty Sabbaticals Presenter: Dr. Stewart

Dr. Stewart presented the proposed request for sabbaticals from Jill Hummel and Sara Lublink and briefly presented the Committee on what each intended to do if their sabbaticals were approved.

Mrs. Starnes-Bilotti will present the sabbaticals of Jill Hummel and Sara Lublink for approval at the April 18, 2017 board meeting.

Item # 5 BOT 6Hx5.03 Employee Code of Ethics and Professional Responsibilities. Presenter: Mark Lupe

Mr. Lupe presented an updated policy and reviewed the process of how the changes were made. The policy will now not only align with the Florida ethics laws but will contain other norms of conduct for all College employees.

Mr. T. Chapman will present the Employee Code of Ethics and professional Responsibilities for approval at the April 18, 2017 meeting.

Item # 6 BOT 6Hx5.04 Sick Leave Presenter: Mark Lupe

Mr. Lupe discussed the Florida Statue that requires the College to adopt a board policy on sick leave. The proposed Policy incorporates the existing College Operating Procedure and includes updates and simplifications which were developed by a multi-disciplinary work group. The College new policy also creates a legal basis at the College for the development of a sick leave pool for employees on a voluntary basis. The sick leave pool procedures will be developed within a separate College Operating Procedure which is authorized by the proposed Policy.

Mr. T. Chapman has requested that once the operational procedure has been completed, that it be brought back to the Committee and/or Board of Trustees.

Mr. T. Chapman will present the Sick Leave Policy for approval at the April 18, 2017 meeting.

Item 7 BOT 6Hx6.01 Student Code of Conduct Presenter: Mark Lupe

Mr. Lupe discussed the process of the multi-discipline work group that met over the last twelve weeks to review and update the College's existing Student Code of Conduct. The updated Student Code of Conduct was incorporated into the new Policy. Mr. Bukowski reviewed with the Committee the updated Student Code of Conduct as incorporated into the proposed policy.

Mr. B. Chapman will present to Student Code of Conduct with a minor change to Section IV, item P, first sentence to add Federal to the current wording, for approval at the April 18, 2017 board meeting.

Item # 8 Mediated Settlement with Dr. Laura Weir

Mr. Lupe shared the content of early discussion that occurred with the College's insurance carrier, United Educator and outside counsel to mediate an employment dispute with Dr. Weir. The mediation had been held and resulted in a proposed resolution. Mr. Lupe presented an outline of charges and terms of the settlement.

Mrs. Starnes-Bilotti will present the Mediated Settlement with Dr. Laura Weir for approval at the April 18, 2017 board meeting.

Information Only:

Dr. Stewart presented the placement rates of students who graduate within one year of graduating at the College.

Dr. Davis gave an update on the strategies her department uses to start recruitment in local middle schools in the area.

Dr. Davis presented follow-up information on the inquiry from a board member about the bus passes for students through LeeTran in Lee County. The Committee has asked if Dr. Davis can move forward and speak with LeeTran about transportation options for FSW students. Dr. Davis to report back her findings.

Dr. Traina gave an update on what the Foundation and some of their new campaigns.

Adjournment

Meeting adjourned at 2:47 p.m.

Marjorie Starnes Bilotti
Member
District Board of Trustees

12/7/2017
Date