



Minutes  
Florida SouthWestern State College District Board of Trustees  
Academic and Student Affairs Committee  
Tuesday, February 4, 2020  
1:30 pm – 2:00 pm  
I-214 Lee Campus

The Academic and Student Affairs Committee met in Lee County, Florida, on February 4, 2020 at 1:30 p.m.

Present: Jonathan Martin  
Dr. Martin McClinton  
Dr. Christy Gilfert  
Sherolyn Crawford, recorder

Guest: Susan Bronstein,

**1. Introduction:**

Dr. DeLuca called the meeting to order.

Public Comment:  
None

**2. Approval of Minutes:**

Attachment #1 Approval of Academic and Student Affairs Committee Minutes from December 3, 2019 (Presenter: Dr. DeLuca)

A motion was made by Mr. Jonathan Martin to approve the minutes as presented. Approved unanimously and signed by Mr. Martin.

**3. Approval of College Calendar 2020-2021:**

BOT Item #3 Action Item (Presenter: Dr. DeLuca)

Dr. DeLuca presented the 2020-2021 College Calendar and Academic Calendar for Faculty, which adhere to state mandates. Dr. McClinton shared that there are a couple of changes for the 2020-2021 calendar cycle. The changes include two study days for students and FSW spring break week in 2021 to align with the Lee County School District's spring break week, for the benefit of our dual enrolled students. Mr. Jonathan Martin will present this item to the Board members at the February 4, 2020 BOT meeting for approval.

**4. Approval of Duty Day Calendar 2020-2021:**

BOT Item #2 Action Item (Presenter: Dr. DeLuca)

Dr. DeLuca presented the Faculty Duty Day Calendar, which has been reviewed and approved by the designated administrators. Susan Bronstein shared that the calendar represents duty days for faculty, faculty librarians, and staff. It is developed based on the academic calendar operating dates. It shows a combination of non-duty days, duty days, and holidays. Mr. Jonathan Martin will present this item to the Board members at the February 4, 2020 BOT meeting for approval.

5. **Continuing Contract Recommendations:**

BOT Item #4 Action Item (Presenter: Dr. DeLuca)

Dr. DeLuca shared information about the process of Continuing Contract recommendations which are awarded based on teaching, scholarly activity, and an annual evaluation. Faculty are supported throughout the process with a New Faculty Seminar, mentorships, guidance for portfolios, and meetings with the department dean to set goals. Mr. Jonathan Martin will present this item to the Board members at the February 4, 2020 BOT meeting for approval.

6. **Fall 2019 Enrollment Summary**

(Presenter: Dr. Gilfert)

Dr. Gilfert shared an enrollment summary for Fall 2019. The summary gave information for Full Time FSW students in comparison to Fall of 2018. The data showed enrollment by campus, major, status, and residency.

7. **Applicant Admissions Summary**

(Presenter: Dr. Gilfert)

Dr. Gilfert shared the Applicant Admission Summary for Fall 2019, which showed an overall increase in the number of admissions since Fall 2018. Data included all applicant types such as Dual Enrollment, Re-admit, Transfer, Bachelor, Non-Degree, First Time Freshman, and Transient Students.

8. **Other Business:**

None

The meeting adjourned at 2:00 p.m.



Member  
District Board of Trustees

10-6-2020

Date