

**Florida Agricultural and Mechanical University
Board of Trustees**



Academic Affairs Committee Meeting

Date: July 21, 2015

Time: 10 am

Location: Band Rehearsal Hall

Committee Members: Bettye Grable, Chair
Torey Alston, Lucas Boyce, Tonnette Graham, Cleve Warren, and Robert Woody

AGENDA

- | | | |
|-----|---------------|-----------------------|
| I. | Call to Order | Trustee Bettye Grable |
| II. | Roll Call | |

ACTION ITEMS

- | | | |
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| III. | Approval of Minutes for May 18 and June 9, 2015 Meetings | Trustee Bettye Grable |
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INFORMATION ITEMS

- | | | |
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| IV. | Update on Progress of University's Revised Work Plan for 2015 – 2016 | Provost Marcella David and Dr. Gita Pitter |
| V. | Low Productivity Programs | Dr. Gita Pitter |
| VI. | Enrollment Plan Update | Provost Marcella David |
| VII. | Division of Academic Affairs Update <ul style="list-style-type: none">• FAMU DRS• Black Television News Channel | Provost Marcella David
Dean Ann Kimbrough |
| VIII. | Adjournment | |



**Florida Agricultural and Mechanical University
Board of Trustees
ACTION ITEM**

Academic Affairs Committee

Date: July 21, 2015

Agenda Item: III

Item Origination and Authorization			
Policy _____	Award of Bid _____	Budget Amendment _____	Change Order _____
Resolution _____	Contract _____	Grant _____	Other _____

Action of Board				
Approved _____	Approved w/ Conditions _____	Disapproved _____	Continued _____	Withdrawn _____

Subject: Academic Affairs - Minutes (May 18 and June 9, 2015)

Rationale: In accordance with the Florida Statutes, a governmental body shall prepare and keep minutes or make a tape recording of each open meeting of the body.

Attachments: Minutes for May 18 and June 9, 2015

Recommendation: Approve the minutes of May 18 and June 9, 2015.

**Florida Agricultural and Mechanical University
Board of Trustees**



**Academic Affairs Committee Minutes
Trustee Bettye Grable, Chair**

Date: Monday, May 18, 2015

The meeting was called to order by Committee Chair Bettye Grable. Ms. Valeria Singleton called the roll, and the following committee members were present: Torey Alston, Lucas Boyce, Bettye Grable, Tonnette Graham, and Trustee Warren. A quorum was established.

The committee reviewed the minutes for the meeting of March 4, 2015. On a motion by Trustee Warren, seconded by Trustee Alston, the minutes were unanimously approved as corrected:

- During the discussion of the academic calendar, Trustee Alston inquired about the four-day work week during the summer. President Mangum stated that the university would no longer observe the four-day work week.

Trustee Grable made one correction to the agenda. The "Approval of Tenure" is not an action item, but an informational item. Provost Marcella David acknowledged that the applications for tenure are still being reviewed.

Next, Dr. Gita Pitter discussed the University's 2015 – 2016 Work Plan. Dr. Pitter stated that the Work Plan includes strategies, initiatives, key performance indicators and goals. The three key initiatives identified in the Work Plan are:

1. increase retention/graduation rates
2. increase undergraduate and graduate degrees awarded in STEM and health-related fields;
3. broaden the student base.

The plan included the headcount enrollment goals for the next three years as well as the University's current performance and future goals on the Board of Governors performance funding metrics.

Trustee Warren requested that in presenting future Work Plans, there be a discussion on performance with respect to key metrics from one year to the next, and identify where the University may need to change course because goals were not met.

Trustee Grable requested that wording be included in the Statement of Strategy to indicate that the University will examine the issue of faculty workload, including course load, with the aim of increasing time for research in order to improve research productivity. The Committee approved the Work Plan with this addition.

After the meeting, the Work Plan was revised to include the statement on faculty workload in the Statement of Strategy section (page 4), as well as an increase of four students in the fall 2014 enrollment (page 14),

Florida Agricultural and Mechanical University
Board of Trustees



resulting from a definitional discussion with BOG staff. The fall 2014 official headcount enrollment is now reflected in the Work Plan as 10,233 students.

Trustee Warren moved approval of the University's 2015 – 2016 Work Plan. The motion was seconded by Trustee Graham; the motion carried.

The final action item was presented by Provost David regarding the request for an honorary doctorate degree for Mr. James Latimer. Mr. James Latimer rendered outstanding service as a faculty member in the Department of Music at Florida A&M University from 1957 – 1962, where he served as assistant director of bands under Dr. William Foster as a percussion instructor. From there he went on to study in Boston and freelance "up and down the coast." Most significantly, he performed for several years with the Boston Pops Orchestra under Arthur Fiedler and with the Boston Ballet under Sarah Caldwell. In 1968, he began his tenure at the University of Wisconsin-Madison and retired after a distinguished 31-year career as Professor of Music.

Mr. Latimer's extensive background with international persons of music/percussion is endless including Makoto Aruga and Halim El-Dabh. His personal and professional friendships with Duke Ellington, Max Roach, William Kraft, and other music greats have placed him in many high places at the right time.

Trustee Lucas moved approval of the honorary doctorate degree for Mr. James Latimer. The motion was seconded by Trustee Alston, and the motion carried.

Provost David briefly discussed the updates for the Division of Academic Affairs to include office reorganization (i.e., Associate Provost for Undergraduate Education, Associate Provost for Faculty Affairs and Faculty Development, Associate Provost for Graduate Education and Dean of the Graduate College, and Associate Provost for International Education) and searches for the deans of the College of Education and College of Law and the director of the Black Archives. In addition, Provost David gave a brief update on the status of the Black Television News Channel delay due to the proposed merger between Comcast and Time Warner. Provost David requested that the Moment of Recognition item be presented during the full board meeting in June.

Trustee Alston requested an update of the Black Television News Channel during the full board meeting in June. Dean Kimbrough would not be available during the June meeting, so Dean Kimbrough would provide an update during the August full board meeting.

There being no further discussion, the meeting was adjourned 2:00 p.m.

Respectfully submitted,

Bettye Grable, Committee Chair

**Florida Agricultural and Mechanical University
Board of Trustees**



**Academic Affairs Committee Minutes
Trustee Bettye Grable, Chair**

Date: Tuesday, June 9, 2015

The meeting was called to order by Committee Chair Bettye Grable. Ms. Valeria Singleton called the roll, and the following committee members were present: Torey Alston, Bettye Grable, Trustee Warren, and Trustee Woody. A quorum was established.

The only action item was the recommendation for tenure. Provost Marcella David recommended tenure for 10 faculty members. The applications were reviewed by the respective college/school committees, the respective deans, the University Tenure and Promotion Committee, the Provost, and the President. The applications were reviewed for evidence of highly competent teaching and research and other scholarly activities, services, and contributions to the University and to society. Based upon their mutual agreement, the 10 faculty members were nominated for tenure ([http://www.famu.edu/BOT/AA June 2015 Committee%20Material.pdf](http://www.famu.edu/BOT/AA_June_2015_Committee%20Material.pdf)).

Trustee Warren moved approval of the applications for tenure. The motion was seconded by Trustee Alston, and the motion carried.

The only informational item was the recognition of the scholarly accomplishments of two students from the College of Science and Technology: Staci Brown and Patrice Jackson-Edwards. Dr. Brown and Dr. Jackson-Edwards are two African-American females that were awarded PhDs in Physics during the spring 2015 commencement.

There being no further discussion, the meeting was adjourned 9:15 a.m.

Respectfully submitted,

Bettye Grable, Committee Chair



**Florida Agricultural and Mechanical University
Board of Trustees
INFORMATION ITEM**

Academic Affairs Committee

Date: July 21, 2015

Agenda Item: IV

Subject: Update on Progress of University's Revised Work Plan for 2015 - 2016

Summary: Remarks will be provided by Provost David and Dr. Pitter.



**Florida Agricultural and Mechanical University
Board of Trustees
INFORMATION ITEM**

Academic Affairs Committee

Date: July 21, 2015

Agenda Item: V

Subject: Review of Low Productivity Programs

Summary: The Board of Governors (BOG) Regulation 8.004 requires that Board staff work with the Council of Academic Vice Presidents (CAVP) to review proposed and existing programs to facilitate collaboration, articulation and coordination of academic program delivery across the State University System. Board Chair Hosseini has requested that the findings of this project be presented at the September 2-3, 2015, BOG meeting. Board staff has provided data and a list of programs that fall below established thresholds in degree productivity. The thresholds for degrees awarded within a five year period are: 30 degrees for baccalaureate level, 20 degrees for master's level and 10 degrees for doctoral level. The University administration, deans and department chairs have reviewed the list for Florida Agricultural and Mechanical University and are proposing actions relative to each program. Several of the programs flagged have already been terminated by the FAMU Board of Trustees. Others have specific actions, either under way or planned for implementation in the coming year, to increase enrollment and degree productivity. The FAMU response was submitted to the BOG on July 8, 2015, and will be discussed by the CAVP Academic Coordination Work Group on August 12, 2015. The resulting recommendations will be provided to the BOG.

Attachments: FAMU Summary Response to Programs with Low Degree Productivity

**Articulation, Coordination, and Coherence of Academic Delivery in the State University System
Programs with Low Degree Productivity: 2015 Review**

Florida Agricultural and Mechanical University		Actual or Proposed ACTION										
I E V F L	Six-Digit CIP Code	Academic Program Name	I. Continuation, with Specific Rationale		II. New Collaborative or Joint-Delivery Model		III. Other Corrective Action Plan		IV. Program Placed in Inactive Status		V. Termination of Program	
			Specify General Nature or Rationale	Specify General Nature of Plan	Identify the New Delivery Format and Program Partners	Date of Implementation	Date for UBOT Consideration, if Required	Date for Suspension of New Enrollments	Date for UBOT Consideration	Date for Program Termination		
6	B 13.1210	Early Childhood Education and Teaching	<p>There is a high need for minority early childhood teachers in child care and public school settings. Continuation of the program is essential to meeting critical (minority teachers) state and local needs.</p> <p>A major program transition is also taking place, i.e., an online format. TCC has over 200 students (many of whom are minority) in their A.S. program, 50% of whom are interested in an online early childhood ed. bachelor's degree (data results via summer 2014 survey conducted with TCC students). Because most of the TCC students work full time and are NOT in Leon County, FAMU began transitioning to an online format for the early childhood undergraduate program.</p> <p>Summer/fall 2015 admissions report approximately 13 students admitted in Pre-Early Childhood Education. In fall 2014, 30 students were enrolled in the program, with 10 more anticipated to enter fall 2015. For accreditation purposes, programs must remain stand-alone degrees rather than collapsed, but there is overlap in the use of several teacher education courses in the college making programs more cost effective.</p>	<p>Final and full online curriculum revised and approved by Curriculum Committee spring 2016.</p> <p>Projected enrollment and degrees awarded over the next five years is 40 students earning degrees.</p> <p>Continue to recruit and retain students each semester.</p> <p>Increasing the retention rate has been our priority during the 2014-15 academic year. This effort will continue during the 2015-16 year.</p> <p>Begin dual enrollment high school courses in spring 2016.</p>	<p>The program will be delivered in an online format. Three courses have already been revised to an online format. In fall 2015, we will be set to offer an online program for 18 course hours (6 courses). Online development of courses will continue until all courses have this format. This will be marketed with TCC and other A.S. program students and graduates.</p> <p>Collaboration with Statewide Early Childhood Ed Career Articulation Committee (Children's Forum, Dept. of C&E, Head Start) to advance FAMU's online program to A.S. and A.A. students. A significant partnership will begin our partnership with FAMU DRS and Lincoln HS in Leon Co to offer dual enrollment classes (EEC 3005 Foundations of ECE and EEC 3700 Child Development) to high school seniors interested in E.C. career.</p>	<p>Fall 2015</p>						
7	B 13.1302	Art Teacher Education	<p>According to the Florida Department of Education (2015), English/Language Arts is one of the critical shortage areas in education for the 2015-16 year. Therefore, there is definitely a need to produce more African American English Education graduates and other ethnic English Education graduates. For accreditation purposes, programs must remain stand-alone degrees rather than collapsed, but there is overlap in use of several teacher education courses in the college making programs more cost effective.</p> <p>Currently, there are 12 students enrolled in the program and approximately 11 students were admitted into Pre-English Education Summer/fall 2015. With the continued collaboration with TCC and the development of the online curriculum in this area to reach nontraditional students, enrollment is expected to increase over the next few years.</p>		<p>Continuation of Full time Program Coordinator for 2-21/2 years</p> <p>Collaborate partnership established with TCC in the TCC/FAMU Program</p> <p>Continued employment of revamped curriculum/program to include selected online/hybrid classes to meet the needs of nontraditional students</p>	<p>Fall 2013</p>						
8	B 13.1305	English/Language Arts Teacher Education		<p>Increased contact with premajors and majors via phone call campaigns, Community Blackboard, emails and other low budget University approved marketing and advisement strategies.</p> <p>Visits to local high schools for recruitment purposes.</p>		<p>Spring 2014</p> <p>Fall 2014- Spr. 2015</p>						

**Articulation, Coordination, and Coherence of Academic Delivery in the State University System
Programs with Low Degree Productivity: 2015 Review**

Florida Agricultural and Mechanical University		Actual or Proposed ACTION										
#	SIS- Digit CIP Code	Academic Program Name	I. Continuation, with Specific Rationals		II. New Collaborative or Joint-Delivery Model		III. Other Corrective Action Plan		IV. Program Placed in Inactive Status		V. Termination of Program	
			Specify General Nature of Rationale	Identify the New Delivery Format and Program Partners	Date of Implementation	Specify General Nature of Plan	Date for UBOT Consideration, if Required	Date for Suspension of New Enrollments	Date for Planned Program Reactivation	Date for UBOT Consideration	Date for Program Termination	
9	B 13.1311	Mathematics Teacher Education	<p>There is a high need for minority teachers to educate math students and our graduates are in demand. Continuation of the program is essential to meeting critical state and local needs as Mathematics is identified as a Critical Teacher Shortage Area.</p> <p>In fall 2014, 16 students were enrolled in the program. Summer/fall 2015 admissions report approximately 13 students admitted in Pre-Math Education. For accreditation purposes, programs must remain stand-alone degrees rather than collapsed, but there is overlap in the use of several teacher education courses in the college making programs more cost effective.</p>		Fall 2015	A math course was designed, developed and approved to provide a Florida Teacher Certification (General Knowledge) Exam prep opportunity for FAMU and Tallahassee Community College (TCC) students. Offering this course in a dual enrollment capacity serves as a recruitment tool, as well as a retention strategy, to ensure timely admission to the Teacher Education programs.						
10	B 13.1316	Science Teacher Education/General Science Teacher Education	<p>There is a high need for minority teachers to educate science students and our graduates are in demand. Continuation of the program is essential to meeting critical state and local needs as Science is identified as a Critical Teacher Shortage Area.</p> <p>Summer/fall 2015 admissions report approximately 16 students admitted in Pre-Science Education. For accreditation purposes, programs must remain stand-alone degrees rather than collapsed, but there is overlap in use of several teacher education courses in the college making programs more cost effective.</p>			The program has developed an aggressive plan in the recruitment of Preservice teachers and directing educational interfacing with K-12 future STEM students.						
11	B 13.1317	Social Science Teacher Education	<p>There is a need to produce more African American teachers and our graduates are in demand. In part this is due to the fact that State of Florida Statute 1003.42(2)(b) requires educators to be proficient in teaching history, including African American history.</p> <p>In fall 2014, 47 students were enrolled in the program. Summer/fall 2015 admissions report approximately 11 students admitted in Pre-Social Science Education. For accreditation purposes, programs must remain stand-alone degrees rather than collapsed, but there is overlap in use of several teacher education courses in the college making programs more cost effective.</p>	<p>Established a 1.0 FTE social science education (concentration in History and/ or Political Science) Program Coordinator to strengthen collaborations with the History and Social Science Department in an effort to increase recruitment initiatives.</p> <p>Social Science Education faculty have also established a collaborative partnership with the History and Social Science Department as part of an effort to recruit students for the program and increase the number of students eligible to teach the content area in the social sciences. This is done as part of the TCC/FAMU Initiative, which has resulted in 4 new students entering the program through this pathway. More students are expected to enroll with continued efforts through this partnership.</p>	Fall 2013	<p>Establish monthly social science education Career Forums as a tool for new students entering the university to learn more about the major and also for current majors to increase preparation for the FTCE and communicate with new students who might be thinking of teaching as a major.</p> <p>Spring 2014</p>						

Florida Agricultural and Mechanical University		Articulation, Coordination, and Coherence of Academic Delivery in the State University System Programs with Low Degree Productivity: 2015 Review									
		Actual or Proposed ACTION									
Siv. #	Digit. CIP Code	I. Continuation, with Specific Rationale		II. New Collaborative or Joint Delivery Model		III. Other Corrective Action Plan		IV. Program Placed in Inactive Status		V. Termination of Program	
		Academic Program Name	Specify General Nature of Rationale	Identify the New Delivery Format and Program Partners	Date of Implementation	Specify General Nature of Plan	Date for UBOT Consideration, if Required	Date for Suspension of Program or New Enrollments	Date for UBOT Consideration	Date for Program Termination	
12	B 13.1320	Trade and Industrial Teacher Education	The Technology and Engineering Teacher Education Program's mission is to create technologically literate STEM teachers that can excel in the 6-12 arena.						Recommend program be considered for inactive Status beginning Fall, 2015		
13	B 14.0301	Biological and Agricultural Systems Engineering	Historically program is highly productive in other ways. It has excellent graduate placement, with seven eventual PhDs from prestigious universities. Implemented improvements during past 2 years include monthly faculty-student get-togethers, a lab engineer hired, and purchase of tutorial texts. Result is 3 graduates in 2015, and anticipated 4 or 5 graduates in 2016. At this rate, the program 5-year graduation rate will triple.					Signs of greater growth: (1) new \$800,000 USDA-NRCS scholarship to support 12 students per year through 2020 (2) three new dedicated faculty meetings (3) new bi-weekly faculty recruitment diversity (4) Effort to increasing student tutorial/GIS room (5) discussions for new program curriculum options. Also See Attached.			
14	B 14.0701	Chemical Engineering		Joint Delivery Model with FSU. Threshold Met	1982						
15	B 14.0901	Computer Engineering, General		Joint Delivery Model with FSU. Threshold Met	1982						
16	B 14.1901	Mechanical Engineering		Joint Delivery Model with FSU. Threshold Met	1982						
17	B 14.3301	Industrial Engineering		Joint Delivery Model with FSU. Threshold Met	1982						
18	B 16.0901	French Language and Literature (Terminated)									
19	B 16.0905	Spanish Language and Literature (Terminated)									
20	B 27.0101	Mathematics, General	STEM program. African Americans are underrepresented in this STEM discipline. The Mathematics program is also in an academic unit that delivers a high number of student credit hours to all degree programs as a service unit. Math faculty generate over 550 FTE each year, including bachelors and general education credit hours. The baccalaureate program is also ranked among the top 10 in the nation in production of math degrees to African Americans.					Full-time STEM recruiter position has recently been established, targeted recruitment activities for this program are being implemented.			



**Florida Agricultural and Mechanical University
Board of Trustees
INFORMATION ITEM**

Academic Affairs Committee

Date: July 21, 2015

Agenda Item: VI

Subject: Enrollment Plan Update

Summary: Remarks will be provided by Provost David.



**Florida Agricultural and Mechanical University
Board of Trustees
INFORMATION ITEM**

Academic Affairs Committee

Date: July 21, 2015

Agenda Item: VII

Subject: Division of Academic Affairs Update

Summary: Provost's remarks.

- Update on FAMU DRS
- Update on the Black Television News Channel partnership with Florida A&M University's School of Journalism & Graphic Communication

Summary: The School of Journalism & Graphic Communication and the School of Architecture + Engineering Technology students were involved with the Black Television News Channel in the early phases of preparation for the formal debut of the cable news network. The SJGC students prepared public relations campaigns, video footage, news articles and photography. The SOAET professional design students provided concepts of exterior and interior concepts.