



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES  
*Academic Affairs Committee*

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**MEETING MINUTES**

Thursday, September 12, 2024  
Augustus B. Turnbull Conference Center, Room 205  
3:00pm-4:30pm

**In Person Attendees:** Trustee Kathryn Ballard, Trustee Deborah Sargeant, Trustee Justin Roth

**Trustees Present via Zoom:** Trustee Vivian de las Cuevas-Diaz (Chair), Trustee Bridgett Birmingham (joined meeting at 3:25pm)

**Staff:** Provost James Clark and other Academic Affairs Staff

**I. Call to Order and Welcome**

*Trustee Vivian de las Cuevas-Diaz, Chair*

Trustee Vivian de las-Cuevas Diaz (Chair) called the meeting to order at 3:02pm and confirmed a quorum.

**II. Approval of Minutes**

*June 20, 2024, Meeting Minutes*

*Trustee Sargeant moved to approve the committee meeting minutes from June 20, 2024, Trustee Roth seconded the motion, and the minutes were approved unanimously.*

**III. Action Items for Consideration of Recommendation to the Board of Trustees**

**a. Action Item I: Request for Approval: Self-supporting and Market Tuition Rate College-Credit Programs Annual Report**

James Hunt, Director of Institutional Research presented the annual report on Self-Supporting and Market Tuition Rate College Credit Programs which must be approved by the Trustees via Florida BOG regulation, 8.002. There are currently nine (9) market rate tuition programs (7 master's degrees and 2 certificates).

*Trustee Sargeant moved to approve the 2023-2024 Self-supporting and Market Tuition Rate College-Credit Programs Annual Report, Trustee Ballard seconded the motion, and the 2023-2024 Self-supporting and Market Tuition Rate College-Credit Programs Annual Report was approved unanimously by all present at the meeting.*

- b. **Action Item II: Request for Approval:** Annual Textbook and Instructional Materials Affordability Report (August 2023-July 2024)

James Hunt, Director of Institutional Research presented the Annual Textbook and Instructional Materials Affordability Report. In Fall 2023, 69% of the course sections offered had no cost materials and 6% had low-cost materials; in Spring 2024, 71% of course sections had no cost materials and 6% of low-cost materials.

*Trustee Sargeant moved to approve the Annual Textbook and Instructional Materials Affordability Report (August 2023-July 2024), Trustee Roth seconded the motion, and the Annual Textbook and Instructional Materials Affordability Report (August 2023-July 2024) was approved unanimously by all present at the meeting.*

- c. **Action Item III: Request for Approval:** 2025-2026 Academic Calendar

Associate Vice President of Faculty Development and Advancement, Amy Guerette presented the proposed 2025-2026 Academic Calendar.

*Trustee Sargeant moved to approve the proposed 2025-2026 Academic Calendar, Trustee Roth seconded the motion, and the 2025-2026 Academic Calendar was approved unanimously by all present at the meeting.*

- d. **Action Item IV: Request for Approval:** Proposal to Implement Genetic Counseling Master's Degree

Associate Vice President of Faculty Development and Advancement, Amy Guerette presented a request to approve a new master's degree in Genetic Counseling. Dr. Pradeep Bhide joined AVP Guerette to discuss the proposed program. Dr. Bhide, is the Director of the new FSU Institute for Pediatric Rare Diseases.

This proposed degree will be the first degree in Florida within the CIP Code 51.1509: Genetic Counseling/Counselor. The proposed curriculum for the MS in Genetic Counseling will include professional standards, legal and ethical principles of genetic counseling; basic and advanced concepts of human genetics; medical terminology; genetic testing and diagnostics; counseling techniques and practical skills for working with patients; and clinical shadowing experiences and case studies. Additional coursework in four specialty areas will be offered: 1) Prenatal and Reproductive Genetic Counseling, 2) Pediatric Genetic Counseling, 3) Adult Genetic Counseling, and 4) Cancer Genetic Counseling. Following approval of the degree program by the FSU Board of Trustees and a technical review by the Florida Board of Governors, the College of Medicine will apply for accreditation from the Accreditation Counsel for Genetic Counseling.

*Trustee Ballard moved to approve the proposal to implement the Genetic Counseling Master's Degree, Trustee Sargeant seconded the motion, and the proposal to implement the Genetic Counseling Master's Degree was approved unanimously by all present at the meeting.*

- e. **Action Item V: Request for Approval:** Termination of Management Master's Degree

Associate Vice President of Faculty Development and Advancement, Amy Guerette presented a request to terminate FSU's Master of Management in the College of Business.

The temporary suspension of new enrollments began in Spring 2023 and the anticipated Phase-Out term is Spring 2025. This degree does not meet the minimum statewide threshold for degree production; master's degrees are required to grant 20 degrees within the previous 5-year period and the Master of Management has only granted 3 degrees. Research has shown that student demand favors majors within the Master's of Business Administration program rather than the Masters of Science in Management.

*Trustee Roth moved to terminate the Master's of Management in the College of Business, Trustee Sargeant seconded the motion, and the proposal to terminate the Master's degree in Management was approved unanimously by all present at the meeting.*

- f. **Action Item VI: Request for Approval:** Regulation Amendment to FSU 5.099, Development, Temporary Suspension, and Termination of Degree and Certificate Programs

Associate Vice President of Faculty Development and Advancement, Amy Guerette presented a request to the committee to review and approve the proposed revisions to FSU Regulation 5.099. The proposed amendments to this regulation brings current FSU Regulation 5.099 into compliance with Board of Governors Regulations 8.011 and 8.012. The amended regulation includes an updated sequence of steps for proposing a new degree program, clarifying aspects of both the temporary suspension of new enrollments and the termination of a degree program.

*Trustee Sargeant moved to approve the proposed changes to FSU Regulation 5.099, Trustee Roth seconded the motion, and the proposed changes to FSU Regulation 5.099 was approved unanimously by all present at the meeting.*

- g. **Action Item VII: Request for Approval:** Repeal of FSU Regulation 3.045, College of Law Student Conduct Code

Monoka Venters presented the repeal of FSU Regulation 3.045.

*Trustee Roth moved to approve the repeal of FSU Regulation 3.045, Trustee Sargeant seconded the motion, and the repeal of FSU Regulation 3.045 was approved unanimously by all present at the meeting.*

**h. Action Item VIII: Request for Approval: Repeal of FSU Regulation 4.0395, College of Law Phased Retirement Program**

Monoka Venters presented the repeal of FSU Regulation 4.0395.

*Trustee Ballard moved to approve the repeal of FSU Regulation 4.0395, Trustee Sargeant seconded the motion, and the repeal of FSU Regulation 4.0395 was approved unanimously by all present at the meeting.*

**IV. Informational Items and Updates**

Associate Vice President for Admission, John Barnhill presented the data from the Enrolled First-Year Class of 2028, including college admission application statistics, a year over year academic student profile, and the year over year financial aid distribution comparison.

- 79,502 total applications received, 18,953 admitted (Fall & Summer), 5,905 students enrolled (Fall & Summer), 6% increase over 2023
- 25% first generation, 75% ranked top 10% in HS class, 10% HS AA degree
- Average GPA: 4.3; Average SAT: 1320; Average ACT: 29

Provost Clark presented a summary on the graduate student enrollment and degree production for Academic Year 2023-2024.

- Highest # of PhD graduates ever in Academic Year 23-24 (500)
- Highest Postdoctoral Associates ever in Academic Year 23-24 (269)
- # of enrolled doctoral students increased by 3% and # of enrolled masters students increased by 2% from Fall 2023

A Faculty update was presented by Provost Clark including:

- 230 new faculty hires
- Faculty awards, fellowships, and academy appointments

Provost Clark, James Hunt, and Trustee Vivian de las Cuevas-Diaz presented on the metrics for obtaining the Hispanic Serving Institution (HSI) designation. Discussion ensued on the benefits of becoming an HSI designated institution and next steps.

**V. Open Form for Trustees**

*Trustee Vivian de las Cuevas-Diaz, Chair*

Trustee de las Cuevas-Diaz informed the members of the committee that the Office of the Provost is in negotiation with CiTTA Partnership to conduct a comparative and analytical review on the process and policies associated with promotion and tenure; and the policies and practices regarding public statements made by FSU employees on social media. This study will be comprehensive and inclusive of all stakeholders, therefore representatives from across the university, including members of the board of trustees, will be interviewed, and consulted during this process. This study will also include discussions with and the review of policies and procedures of other higher education institutions.

Trustee Birmingham expressed support for conducting this study and learning more about best practices and the policies and procedures of other universities.

**VI. Adjournment**

*Trustee Vivian de las Cuevas-Diaz, Chair*

*Trustee Sargeant moved to adjourn the meeting, Trustee Ballard seconded the motion, and the meeting was adjourned at 4:01pm.*