



FLORIDA STATE UNIVERSITY

BOARD OF TRUSTEES

Academic Affairs Committee

MEETING MINUTES

Wednesday, November 20, 2024
North Florida Innovation Labs, Room 103
3:00pm-4:30pm

In Person Attendees: Trustee Vivian de las Cuevas-Diaz (Chair), Trustee Bridgett Birmingham, Trustee Deborah Sargeant, Trustee Justin Roth

Absent: Trustee Kathryn Ballard

Staff: Provost James Clark and other Academic Affairs Staff

I. Call to Order and Welcome

Trustee Vivian de las Cuevas-Diaz (Chair) called the meeting to order at 3:04pm and confirmed a quorum.

II. Approval of Minutes (Academic Affairs Committee Meeting – September 12, 2024)

Trustee Roth moved to approve the committee meeting minutes from September 12, 2024, Trustee Birmingham seconded the motion, and the minutes were approved unanimously.

III. Informational Items

A. Status Report of Consultant Study on the Review and Audit of Promotion & Tenure Process and University Speech & Social Media Policies

Trustee de las Cuevas-Diaz introduced the agenda item and informed the committee that the consultant that was hired to conduct the studies to review FSU's Promotion and Tenure process as well as the social media and speech policies, have begun planning their work. Trustee de las-Cuevas Diaz introduced Dr. Rick Burnette. Dr. Burnette discussed the process for the comparative studies; the consultants will conduct both internal and external stakeholder interviews (including FSU Trustees); summarize comparative information about P&T and Speech and Social media policies at other institutions; and examine and review implications and data and recommend actions for consideration.

B. Amended New Academic Programs for the 2024-25 Academic Year

Trustee de las-Cuevas Diaz introduced Dr. Amy Guerette to present the revised 2024-2025 anticipated new academic programs. The revision made from the slate presented during the June 2024 meeting was the addition of a BA in Design and Visual Communications.

C. Status Report on the BOG Textbook Review

On October 3, 2024, Chancellor Rodrigues communicated with the State University System institutions a list of textbooks that were selected for review for antisemitism and for anti-Israeli bias. Trustee de las-Cuevas Diaz introduced Dr. Janet Kistner to introduce the proposed review process, and the selected courses and textbooks for review. Dr. Kistner reported that the two courses, IDS3197 Response to the Holocaust and IDS3198 Terrorism in Historical Perspective were selected for review. The textbooks used in those courses are: *Maus I & II Paperback Box Set*, *Survival in Auschwitz*, *The Shawl*, *The Dynamic Club: How a Bombing in Fin-de-Siècle Paris Ignited the Age of Modern Terror*, and *Voices of Terror: Manifestos, Writings and Manuals of Al Qaeda, Hamas, and other Terrorists from around the World and Throughout the Ages*.

Trustee Roth requested clarification on how the textbooks were identified for review and who made the decision to select those textbooks. Dr. Kistner replied that it was BOG staff that identified the textbooks for review and the methodology for identification was a key word search of submitted course syllabi.

D. Status Report on Student Ombudsman Position

Trustee de las-Cuevas Diaz asked Dr. Sara Hamon to provide an update on the progress of the creation of the Student Ombudsman Office. Dr. Hamon reviewed the university's current process for reviewing student complaints. The new Office of the Student Ombudsman will reside in the Office of Compliance & Ethics and has been created to develop a streamlined, impartial, and more effective process for students to file complaints and receive resolution. Dr. Hamon reported that the job posting has closed and the search committee is currently reviewing the resumes of eligible applicants.

Trustee de las-Cuevas Diaz stressed the need for this position to have centralized lines of communication with all university departments and that the position should also be tasked with monitoring potential student issues and adjusting accordingly, not just responding to student issues brought to their attention. Trustee Birmingham wanted to know how students would be informed that this resource would be available to them. Trustee de las Cuevas-Diaz suggested that this information be provided during student orientations.

IV. Action Items

A. Action Item I: Request for Approval: College of Medicine Graduate Medical Education Annual Institutional Review Executive Summary (AY 2023-24)

Dr. Bill Boyer, Associate Dean, at the College of Medicine presented the 2023-2024 Graduate Medical Education Annual Institutional Review.

Trustee Birmingham moved to approve the 2023-2024 Graduate Medical Education Annual Institutional Review, Trustee Sargeant seconded the motion, and the report was approved unanimously by all present at the meeting.

B. Action Item II: Request for Approval: Proposal to Implement New BA Degree in Modern Languages, Literatures, and Cultures

Dr. Amy Guerette, Associate Vice President, Faculty Development and Advancement and Dr. Reinier Leushuis, Linguistics Department Chair presented the request to implement a new BA in Modern Languages, Literatures and Cultures, CIP Code 16.0101. Trustee Vivian de las Cuevas-Diaz requested clarification that this proposal would be a consolidation of currently offered degrees. Dr. Guerette confirmed that this proposed degree would consolidate 7 modern languages degree offerings into a single Modern Languages, Literatures, and Cultures degree. Trustee Roth questioned the need for 42 faculty for a proposed 70-80 student headcount over the next 5 years. Dr. Reiner stated that the 42 faculty are specialized and provide instruction for graduate degrees. Also, in addition to the 70-80 students that would choose this degree as their primary major, there are many other students that select this degree as a second major, a minor, or attend these courses as requirements for core course requirements.

Trustee Birmingham moved to approve the proposal to implement a new BA degree in Modern Languages, Literatures, and Cultures, Trustee Sargeant seconded the motion, and the report was approved unanimously by all present at the meeting.

C. Action Item III: Request for Approval: FSU Regulation 2.02421 Tuition and Fee Assessments and Remittance

Consistent with the university-wide effort to review and update university regulations, the request for approval of the amended FSU Regulation 2.0241 was presented by Paul Harlacher. Mr. Harlacher explained the proposed amended regulation incorporates the topics addressed in FSU regulations 2.0241, 2.02410, 2.02412, 2.02415, 2.02417, 2.0242, 2.02423, 2.0246, 2.0247, and 5.081 and modernizes the language in the regulation to reflect current department and agency names, technologies and processes.

Trustee Birmingham asked if there was a method to waive transaction fees assessed to students during credit card transactions. Dr. O'Shea stated that students can choose to pay via ACH or in person at the Student Finance Office to avoid transaction fees.

Trustee Sargeant moved to approve the amended FSU Regulation 2.02421 as presented, Trustee Birmingham seconded the motion, and the amended regulation was approved unanimously by all present at the meeting.

D. Action Item IV: Request for Approval: Repeal FSU Regulation 2.0241 Tuition and Fees for Repeated Enrollment in College Credit Courses

E. Action Item V: Request for Approval: Repeal FSU Regulation 2.02410 Internet Payment of Tuition and Fees

F. Action Item VI: Request for Approval: Repeal FSU Regulation 2.02412 Financial Aid and Tuition and Fee Payment

- G. **Action Item VII:** Request for Approval: Repeal FSU Regulation 2.02415 Late Fee Waivers
- H. **Action Item IIX:** Request for Approval: Repeal FSU Regulation 2.02417 Refunds of Tuition and Fees
- I. **Action Item IX:** Request for Approval: Repeal FSU Regulation 2.0242 Registrations for Zero Hour
- J. **Action Item X:** Request for Approval: Repeal FSU Regulation 2.02423 Delinquent Accounts
- K. **Action Item XI:** Request for Approval: Repeal FSU Regulation 2.0246 Tuition and Fee Deferments
- L. **Action Item XII:** Request for Approval: Repeal FSU Regulation 2.0247 Tuition and Fee Liability
- M. **Action Item XIII:** Request for Approval: Repeal FSU Regulation 5.081 Tuition, Fees, Payment

Trustee Sargeant moved to repeal Action Items IV – XIII - FSU regulations 2.0241, 2.02410, 2.02412, 2.02415, 2.02417, 2.0242, 2.02423, 2.0246, 2.0247, and 5.081. Trustee Roth seconded the motion, and the motion was approved unanimously by all present at the meeting.

- N. **Action Item XIV:** Request for Approval: FSU Regulation 2.02419 Withdrawals and Return of Financial Aid
- O. **Action Item XV:** Request for Approval: Repeal FSU Regulation 2.02418 Student Withdrawals from Courses Due to Military Service

Trustee Roth moved to approve Action Items XIV – XV - amended FSU regulation 2.02419 as presented and repeal FSU regulation 2.02418; Trustee Birmingham seconded the motion, and the motion was approved unanimously by all present at the meeting.

- P. **Action Item XVI:** Request for Approval: FSU Regulation 2.0245 Tuition-free Courses for Those Sixty Years of Age and Older
- Q. **Action Item XVII:** Request for Approval: Repeal FSU Regulation 2.0243 Auditing Courses

Trustee Roth moved to approve Action Items XVI-XVII - the amended FSU regulation 2.0245 as presented, and repeal FSU Regulation 2.0243, Trustee Birmingham seconded the motion, the motion was approved unanimously by all present at the meeting.

R. Action Item XVIII: Request for Approval: FSU Regulation 2.0248 Cancellation of Student Schedule

Trustee Roth moved to approve the amended FSU regulation 2.0248 as presented, Trustee Birmingham seconded the motion, and the motion was approved unanimously by all present at the meeting.

S. Action Item IXX: Request for Approval: Repeal FSU Regulation 2.02411 Third Party Tuition and Fee Billings

Trustee Sargeant moved to repeal FSU regulation 2.02411 as presented, Trustee Birmingham seconded the motion, the motion was approved unanimously by all present at the meeting.

T. Action Item XX: Request for Approval: Repeal FSU Regulation 2.02424 Dishonored Checks or Electronic Payments

Trustee Roth moved to repeal FSU regulation 2.02424 as presented, Trustee Birmingham seconded the motion, and the motion was approved unanimously by all present at the meeting.

U. Action Item XXI: Request for Approval: General Education Course Revision

Dr. Guerette presented and reviewed the statutory regulation requiring the annual review and approval of General Education courses options by university presidents and trustees. Dr. Guerette reviewed Florida Statutes 1007.55 and 1007.25.

Dr. Guerette reviewed the General Education course review timeline and the changes that were made since staff first reported the General Education course slate to the Trustees in June 2024.

Trustee Birmingham requested clarification on how the reduction in General Education courses would affect students registering for General Education courses. Dr. James Hunt responded that the work to create and schedule additional sections of approved courses has already begun. Trustee de las Cuevas-Diaz stated that the solution to increase the availability of sections should not be to increase the online delivery of those sections.

Trustee Birmingham moved for approval, seconded by Trustee Roth, to approve the General Education Slate as presented including:

- The 432 Courses removed;
- The 126 Courses that have been reviewed and approved for submittal by BOG staff; and the
- 13 Courses that have been updated and are pending BOG staff initial review for inclusion, noting that any of the courses not recommended by BOG staff for submittal will be removed from the General Education Course offerings.

The motion was approved unanimously by all present at the meeting.

IV. Open Forum for Trustees

V. Adjournment:

Trustee Roth moved to adjourn the meeting, Trustee Sargeant seconded the motion, the meeting was adjourned at 4:35pm.