

**Florida State College at Jacksonville
District Board of Trustees
Minutes of the February 8, 2022, Regular Meeting
Advanced Technology Center, Rooms T-140 & 141, 1 p.m.**

- PRESENT:** Michael M. Bell, Chair
 Laura M. DiBella, Vice Chair, Nassau County
 O. Wayne Young, Vice Chair, Duval County
 Jennifer D. Brown
 Shantel N. Davis
 D. Hunt Hawkins
 Thomas R. McGehee, Jr.
 Roderick D. Odom
 Andrew B. Shaw (via remote attendance)
- ABSENT:** None
- CALL TO ORDER:** Chair Michael Bell called the meeting to order at 1:11 p.m. and welcomed those in attendance. He acknowledged the presence of Trustee Andrew Shaw, M.D. via remote attendance.
- PLEDGE:** Chair Bell led the Pledge of Allegiance.
- COMMENTS BY THE PUBLIC:** Chair Bell opened the public comments segment of the meeting wherein members of the public were invited to make comments on matters before the Board's consideration. It was noted that under the Administrative Procedure Act, a public hearing would be considered as to Action Items on the agenda, and any comments regarding the Rules would be stated at that time.
- Chair Bell advised the Board that no member of the public had requested to speak. He asked if there were any comments by the Trustees, and there were none.
- MINUTES:** Chair Bell asked the Board if there were any comments or recommended revisions to the Florida State College at Jacksonville (FSCJ) District Board of Trustees (DBOT) minutes – as a slate – of the November 9, 2021, Finance & Audit Committee Quarterly Meeting, on agenda pages 414 – 416; November 9, 2021, Board Workshop, on agenda pages 417 – 420; and November 9, 2021, Regular Meeting, on agenda pages 421 – 436, and there were none.
- MOTION:** (Young – McGehee) The motion was made to approve the FSCJ DBOT minutes – as a slate – from the November 9, 2021, Finance & Audit Committee Quarterly Meeting; November 9, 2021, Board Workshop; and November 9, 2021, Regular Meeting, as recommended.
- Motion carried unanimously.

(Ref. Board Agenda for
 February 8, 2022; Pages
 202200414 – 436)

REPORT OF THE COLLEGE
PRESIDENT:

Thank You for Planning
Meeting:

College President John Avendano, Ph.D. thanked the Trustees for their engagement and contributions at the January 2022 DBOT Deep Dive Workshop/Planning Meeting. The meeting had excellent discussion with great direction.

President Avendano thanked the Executive Leadership Team for their involvement and contributions during the planning meeting, noting a lot of work goes into preparing for the annual session.

President Avendano noted that the Board received an evaluation survey from the planning meeting and asked Trustees to please complete/return the survey to Board Liaison Kimberli Sodek. The survey is the College's effort to focus on continuous improvement in all aspects of FSCJ.

Nassau County Transportation
Education Institute:

President Avendano noted as everyone might have seen, FSCJ received a \$3,181,792 Florida Job Growth Grant from the Florida Department of Economic Opportunity (DEO) and Enterprise Florida to support the Nassau County Transportation Education Institute. This significant grant will allow FSCJ to establish a designated truck driving training facility at the Nassau Center to address the growing workforce need within the institution's region.

On December 16, Governor Ron DeSantis and DEO Secretary Dane Eagle visited the College's Nassau Center to announce the grant award. President Avendano thanked Chair Bell for representing FSCJ at the presentation and accepting the check on behalf of the College.

President Avendano noted FSCJ has had a Commercial Vehicle Driving training program at the Cecil Center since 2007. However, thanks to this grant, the College is now looking forward to expanding the program into Nassau County.

President Avendano acknowledged and thanked the grant team for their work to secure this award and all their efforts to implement the plan moving forward.

The FSCJ Florida Job Growth Grant Team members are as follows:

- Morris Bellick
- Dr. Cedrick Gibson
- Joe Lackey
- Samantha Lazic
- Donna Martin
- Danielle Ray
- FSCJ grant writers, Jennifer Peterson and Tyler Winkler

SACSCOC:

President Avendano shared with the Board that the College is in the early stages of the SACSCOC reaffirmation process, which the institution must complete every 10 years. This time around, FSCJ has been approved for a differentiated process, which means the College is required to address 40 core requirements instead of the typical 73. FSCJ must still be in compliance with all standards, however, the College will focus on 40 standards. The full report is due March 1, 2023, and on-site committee visits will take place on October 23-26, 2023.

The Quality Enhancement Plan (QEP) is a component of the decennial report. The QEP is not due to SACSCOC until summer 2023. This targeted plan will focus on improving student learning outcomes (SLOs) and/or student success over a five-year period.

President Avendano shared that an exploratory committee has been formed, and more information on the process will be forthcoming.

Prior to sharing upcoming College events, President Avendano asked if there were any questions or comments by the Board relating to his President's Report up to this point, and there were none.

President's Circle:

President Avendano announced in honor of the contributions and support shown to FSCJ by the members of the President's Circle, the College will be hosting the first President's Circle Appreciation Reception on Thursday, February 11 at the River Club beginning at 5:30 p.m. Members are those who have donated \$1,000 or more (either via themselves or through the company they work for or with), and there are multiple donor category levels. He shared the College received a great response in terms of donors over the last year.

Data Summit: President Avendano announced The Achieve@FSCJ Spring 2022 Data Summit will be held on Friday, February 11, from 9 a.m. – noon at the ATC, T-140 & 141 and virtually through WebEx. He invited Trustees to attend the event and if they had not yet registered, please let him know.

The agenda will focus on data and a holistic view of FSCJ students. This is part of the College's Achieving the Dream (ATD) efforts and is one of three Collegewide events for 2021-22.

Dental Clinic Ribbon Cutting: President Avendano invited Trustees to join him on Friday, February 25 at the College's North Campus for the ribbon-cutting ceremony in celebration of the dental hygiene clinic renovation.

The upgraded clinic connects FSCJ students to state-of-the-art technology and learning spaces that will help expand their capacity for learning and ensure the institution can continue to provide essential dental services for those within the College's community who are in need.

Commencement Events: President Avendano shared with great excitement, the College is planning for an in-person Commencement Ceremony on May 12, 2022, at Vystar Veterans Memorial Arena. He is personally looking forward to the traditional ceremony, as this will actually be his first time participating in the in-person event since he joined the College. His hope is for all Trustees to be able to attend.

In addition to the in-person ceremony, the College will hold Grad Fest events at each campus/center location during the months of March and April. These events will allow FSCJ students to pick up their cap and gown, honors cords and more. There will be representation from FSCJ's Alumni Association, as well as the baccalaureate programs. The College will also have career information available for graduates, giveaways, photo opportunities and more.

More information on each of the activities will be forthcoming on how Board members can participate and assist in the celebration of FSCJ students' achievements.

Data Dashboard:

President Avendano shared with the Board information relating to the February 2022 Data Dashboard/high-level view of the institutional data sets.

- Enrollment Dashboard: The first dashboard is the Spring Term College Credit Enrollment report as of January 19, 2022, which shows a negative variance of 7.4% credit hours for spring 2021 over spring 2020. That enrollment number is down 21,351 credit hours when compared to the same day in the spring 2020 enrollment cycle.
- Finance Dashboard: The second dashboard illustrates the actual revenues and expenditures compared to budget for the period ending December 31, 2021 and December 31, 2020.

Unrestricted fund revenues were up \$15.7 million from the prior year, mostly due to indirect cost recovery from federal HEERF grant funds. Expenditures were up approximately \$2.3 million, primarily from the 2.5% lump sum payment to employees in December.

It's important to note that restricted fund revenues and expenditures reflect both student and grant activities so the federal stimulus funds also account for the significant increase.

- Spotlight Dashboard I: The third dashboard is a spotlight on the College's Visionary Impact Plan 2.0 (VIP). At the January 2022 Deep Dive Workshop, there was discussion regarding the priorities and goals for FSCJ's VIP 2.0 and within this dashboard you will see some of the work being done to achieve those goals along with the KPIs for the plan.
- Spotlight Dashboard II: The fourth dashboard is a spotlight on the College's Engineering Technology Associate in Science (A.S.) Degree, which is an advanced manufacturing program designed to prepare students to succeed in the industrial and manufacturing industries.
- Spotlight Dashboard III: The fifth dashboard is a spotlight on the College's Automotive Service Management Technology Associate in Applied Science (A.A.S.), a two-year training program to prepare students to become service technicians in the automotive service industry.

- **Spotlight Dashboard IV:** The sixth dashboard is a spotlight on the College's Building Construction Technology Associate in Science (A.S.). Through academic, laboratory and hands-on training, this program prepares students for careers in residential and commercial construction.
- **Grants Dashboard:** The final dashboard is a snapshot of the grants that have been awarded to the College during the first part of FSCJ's 2021-22 fiscal year, which total \$13,712,736.

One of those is a new National Science Foundation (NSF) grant, called STEM Success through Scholarships, Support & Service (S-5).

President Avendano acknowledged and introduced Professor Chris Lee who led the NSF grant and is working to develop and implement the plan. He then thanked the entire team who contributed to securing the grant:

- Ivetta Abramyan
 - Dr. Monica Parker
 - Killy Kim
 - Dr. Jametoria Burton
 - Dr. Mamdouh Babi
 - Dr. Sondra Evans
 - Dr. Douglas Brauer
 - Dr. Eddy Stringer
 - FSCJ grant writer, Tyler Winkler
- Trustees can also find additional information/photos relating to the Florida Job Growth Grant to support the Commercial Vehicle Driving training program expansion at the Nassau Center discussed earlier in the report.

STRATEGIC
 PROGRAMMATIC
 DISCUSSION:

President Avendano asked if there were any questions or comments by the Board related to the Data Dashboards and/or any other College Strategic matter at this time, and there were none.

CONSENT AGENDA:
 (Ref. Board Agenda for
 February 8, 2022; Items 1
 through 3, Pages 202200437
 – 442)

Chair Bell noted the Trustees had fully reviewed the Consent Agenda items prior to today's meeting and had the opportunity to discuss any questions and/or concerns with the College President. As a result, questions and concerns regarding agenda items were addressed and resolved in advance of the

Board meeting. He then asked if there were any items the Trustees wished to remove from the Consent Agenda for individual consideration/discussion under Action Items, and there were none.

ACTION ITEMS:
 (Ref. Board Agenda for
 February 8, 2022; Items 1
 through 10, Pages 202200443
 – 462)

MOTION: (Hawkins – Young) The motion was made to approve the Consent Agenda, as recommended.

Chair Bell asked if there were any questions or comments by the Board, and there were none.

Motion carried unanimously.

President Avendano presented the administration's recommendation on Action Item 2, Administrative Procedure Act – Board Rules, Section 9 – Instruction, on agenda pages 444 – 445.

MOTION: (McGehee – Hawkins) The motion was made to approve the revised Board Rule 6Hx7-9.7 – Avocation and Recreation Courses under Section 9 – Instruction, as recommended.

Chair Bell asked if there were any questions or comments by the Board, and there were none.

Motion carried unanimously.

President Avendano presented the administration's recommendation on Action Item 3, Administrative Procedure Act – Board Rules, Section 10 – Educational Support Services, on agenda pages 446 – 449.

MOTION: (Hawkins – Brown) The motion was made to approve the revised Board Rules 6Hx7-10.6 – Student Standards of Academic Progress, 6Hx7-10.10 – Requirements for Graduation and Issuance of Degrees, Diplomas and Certificates, and 6Hx7-10.11 – Graduation under Section 10 – Educational Support Services, as recommended.

Chair Bell asked if there were any questions or comments by the Board, and there were none.

Motion carried unanimously.

President Avendano presented the administration's recommendation on Action Item 4, Administrative Procedure Act – Board Rules, Section 11 – Student Support Services, on agenda pages 450 – 453.

MOTION: (Davis – DiBella) The motion was made to approve the revised Board Rule 6Hx7-11.5 – Hazing Prohibited under Section 11 – Student Support Services, as recommended.

Chair Bell asked if there were any questions or comments by the Board, and there were none.

Motion carried unanimously.

President Avendano presented the administration's recommendation on Action Item 5, Administrative Procedure Act – Board Rules, Section 12 – Staff and Program Development, on agenda pages 454 – 455.

MOTION: (McGehee – Hawkins) The motion was made to approve the revised Board Rule 6Hx7-12.1 – Professional Development under Section 12 – Staff and Program Development, as recommended.

Chair Bell asked if there were any questions or comments by the Board, and there were none.

Motion carried unanimously.

President Avendano presented the administration's recommendation on Action Item 6, Purchasing: Collegewide 5-Year Master Plan, on agenda page 456.

MOTION: (Young – DiBella) The motion was made to approve the Collegewide 5-Year Master Plan, as recommended.

Chair Bell asked if there were any questions or comments by the Board, and there were none.

Motion carried unanimously.

President Avendano presented the administration's recommendation on Action Item 7, Finance: Fees and Charges, on agenda pages 457 – 458.

MOTION: (Brown – McGehee) The motion was made to approve the Fees and Charges, as recommended.

Chair Bell asked if there were any questions or comments by the Board, and there were none.

Motion carried unanimously.

President Avendano presented the administration's recommendation on Action Item 8, Academic Affairs: Academic Calendar, 2022-2023, on agenda pages 459 – 460.

MOTION: (Hawkins – Brown) The motion was made to approve the Academic Calendar, 2022-2023, as recommended.

Chair Bell asked if there were any questions or comments by the Board, and there were none.

Motion carried unanimously.

President Avendano presented the administration's recommendation on Action Item 9, Academic Affairs: Activation of Financial Technology (FinTech) Advanced Technical Certificate, on agenda page 461.

MOTION: (Young – Hawkins) The motion was made to approve the Activation of Financial Technology (FinTech) Advanced Technical Certificate, as recommended.

Chair Bell asked if there were any questions or comments by the Board, and there were none.

Motion carried unanimously.

President Avendano presented the administration's recommendation on Action Item 10, Academic Affairs: Inactivation of Associate in Science in Ophthalmic Technician Degree Program, on agenda page 462.

MOTION: (Davis – McGehee) The motion was made to approve the Inactivation of Associate in Science in Ophthalmic Technician Degree Program, as recommended.

Chair Bell asked if there were any questions or comments by the Board, and there were none.

Motion carried unanimously.

INFORMATION ITEMS:
(Ref. Board Agenda for
February 8, 2022; Items
A – F, Pages 202200463
– 514)

Chair Bell asked the Board if there were any questions or comments related to Information Items A – F, on agenda pages 463 – 514, and there were none.

REPORT OF THE BOARD
CHAIR:

Chair Bell reported he echoed President Avendano's remarks regarding the January 2022 Deep Dive Workshop/Planning Meeting, noting he walked away energized and extremely impressed with the analysis completed by the staff and all the preparation that went into the meeting. Chair Bell believes the willingness to do things in a different way will produce great results, once the plan is executed. He thanked everyone for their in-depth dialogue and contributions at the annual session.

REPORT OF TRUSTEES:

Trustee Hawkins reported he recently attended the February 2022 FSCJ Business Speaker Series virtual panel event on the topic, "Supply Chain & Logistics: Keep it Moving in an Uncertain World." He complimented the College on their choice of topics as this particular series was outstanding as well as today's workshop topic. Trustee Hawkins shared his appreciation for keeping the Board up to speed on topics relevant with the latest trends and programs offered at the College.

Trustee McGehee noted the Business Speaker Series topic shows a certain amount of relevance to the latest trends in the economy and that is the College's role.

President Avendano noted the timing was perfect for the event topic, especially as FSCJ is looking at a CDL program that the College is inheriting but also supply chain, logistics and transportation faces some of the biggest challenges in the country. President Avendano thanked the Business Speaker Series for being relevant to our community with the event topics they select/present each month.

Trustee DiBella reported she is a member of a statewide advisory committee, Florida Freight Advisory Committee (FLFAC), wherein the College's CDL grant was recently discussed in great detail. She noted it was a proud moment when FSCJ was mentioned. Trustee DiBella commended the grants team and everyone who assisted with the grant award.

REPORT OF THE BOARD
FINANCE & AUDIT
COMMITTEE CHAIR:

FSCJ Finance & Audit Committee Chair Hunt Hawkins provided the Board with a summary of the February 2022 quarterly meeting, which included information regarding the Property Insurance Update, to include information on the property insurance contract with Arthur J. Gallagher Risk Management Services, Inc.; discussion of Interim Financial Statement for the quarter ending December 31, 2021, sharing information on student fees and enrollment trends, indirect cost recovery and spending plan recommendations; discussion of the Fund Balance Calculation Methodology, to include information on the current statutory requirement and the proposed methodology of the Government Finance Officers Association (GFOA) fund balance guideline; and FSCJ's Investment Report, sharing information on the Investment Reports for the Surplus Fund Account (Operating Fund) and the Quasi-Endowment Fund for the quarter ending September 30, 2021 as well information for the quarter ending December 31, 2021.

The next meeting of the Finance & Audit Committee is scheduled for Tuesday, April 12, 2022, 10:45 a.m.

REPORT OF THE BOARD
LIAISON, FSCJ
FOUNDATION BOARD OF
DIRECTORS:

FSCJ Foundation Board Liaison Jennifer Brown provided the Board with an overview of the written report relating to the FSCJ Foundation Board of Directors quarter-to-quarter Board meetings along with other committee meetings and activities. (Appendix A)

REPORT OF THE
ADMINISTRATIVE AND
PROFESSIONAL
COLLABORATIVE (APC):

Administrative and Professional Collaborative Chair Dr. Mark Boese provided the Board with a written report relating to current APC initiatives and activities. (Appendix B)

REPORT OF THE CAREER
EMPLOYEES COUNCIL
(CEC):

Career Employees Council Chair Matt Wetzel provided the Board with a written report relating to current CEC initiatives and activities. (Appendix C)

REPORT OF THE FACULTY
SENATE (Senate):

Faculty Senate President Dr. John Woodward provided the Board with a written report relating to current Senate initiatives and activities. (Appendix D)

REPORT OF THE STUDENT
GOVERNMENT
ASSOCIATION (SGA):

Collegewide Student Government Association President Breana White addressed the Board and presented an overview of the written report relating to current SGA initiatives and activities. (Appendix E)

President Avendano shared with the Board that SGA President White is the student commencement speaker at this year's Commencement Ceremony, noting he looked forward to hearing her presentation there as well.

NEXT MEETING:

Chair Bell announced the next regular meeting of the Board is scheduled for Tuesday, April 12, 2022, 1 p.m.

ADJOURNMENT:

There being no further business, Chair Bell declared the meeting adjourned at 1:50 p.m.

APPROVAL OF MINUTES:



Chair, District Board of Trustees



Executive Secretary, District Board of Trustees

Submitted by: Kimberli Sodek, Secretary to the Board



REPORT OF THE BOARD LIAISON, TRUSTEE SHANTEL DAVIS FEBRUARY 8, 2022

The Foundation's 2020-2021 fiscal year-end was September 30, 2021. The year-end audit, being prepared by the accounting firm of Dixon Hughes Goodman is near completion, and will be submitted to this Board for review soon thereafter.

The October year-beginning was highlighted by the Artist Series' three-week presentation of the Broadway hit Hamilton. The Foundation's Board and staff made good use of the occasion by hosting groups of donors, prospects and friends of the College for three nights in the second week. Hamilton was a virtual sell out for the three-week period it was here from September 29th – October 17th.

The month of October also included the Foundation's 3rd Annual Power of Possible Scholarship fund raiser held on October 21st at the Cummer Museum and Gardens, and principally sponsored for a third year by Florida Blue. Guest speaker for the evening was the award-winning executive chef and motivational speaker Chef Jeff Henderson. Chef Henderson was kind enough to spend time during the day with our culinary arts students and staff. At the end of the night's event Chef Jeff was presented an FSCJ monogrammed chef's jacket as a token of appreciation.

The month's activities also saw the beginning of a collaborative process evaluation between the Foundation and the College's Financial Aid Department intended to improve the percentage of Foundation scholarship awards to eligible students, while at the same time aligning the awarding and disbursing process, with a goal of increasing the use of available scholarship dollars from roughly 50% to 75% or more. The evaluation is being guided by Dr. Kip Strasma, Executive Director of the College's Office of Project Development and Management.

Foundation, in partnership with the College's Marketing and Communications Department, held the first annual President's Forum at Epping Forest Yacht Club on November 10th. The President's Forum is designed to engage donors to the Foundation, friends of the College, community leaders, and members of the President's Circle in conversation on a broad range of national and global issues.

Retired Admiral James Stavridis, former Supreme Allied Commander for the NATO Alliance from 2009-2013, and Commander of U.S. Southern Command from 2006-2009 was keynote speaker for the event. Admiral Stavridis is a contributing editor for TIME Magazine and Chief International Security Analyst for NBC News.

I invite you all to mark your calendars for the next scheduled Forum planned for June 6, 2022, where our prospective guest Speaker will be Retired Admiral Michelle J. Howard; the first Woman to achieve the rank of four-star admiral, is African American, and is the first woman to be appointed as Vice Chief of Naval Operations (the second highest rank in the Navy). Admiral Howard is currently a Visiting Shapiro Professor at the Elliot School of International Affairs, George Washington University.

Although the Foundation development team continues to pursue donations for the Dental Hygiene Clinic, the campaign effort to raise \$1M to augment the \$3M needed to complete the renovation and relocation project is done. The ribbon cutting and unveiling of the donor wall is planned for Friday, February 25th at 10:30 a.m. Again, I invite you to mark your calendars for the date and time of the event and join me there.

While on the subject of invites, you all should have recently received an invite from President Avendano to attend a reception to be held at The River Club on February 10th where we will celebrate members of The President's Circle. Members of The Circle include all donors to the College of \$1K or more. For the year ending September 30th there were 88 members of The President's Circle who gave a total of more than \$3M from year-to-year.

That concludes my report.



Date: February 2, 2022

To: Florida State College at Jacksonville District Board of Trustees

From: Marc Boese, Chair of the Administrative and Professional Collaborative, 2021-2022

Re: February 2022 Administrative and Professional Collaborative Report

Chair Bell and Trustees:

The Administrative and Professional Collaborative (APC) continues our work to build engagement between our members across the College and promote meaningful Collegewide initiatives. The return from winter break has delivered a renewed sense of purpose and determination to meet the needs of our faculty, staff, students, and community. Many Administrative and Professional (A&P) employees are excited about the new telework policy and have begun applying and implementing telework and hybrid work options. The APC is also beginning to collect feedback and input regarding the new policy and looks forward to sharing early observations in our upcoming report.

On January 6, the APC held a welcome-back breakfast attended by over 70 A&P employees. The event was a way to bring us back together, share the joy of the holidays, and look forward to the opportunities in the new year. We have also begun our Speed Networking program, bringing together over 20 A&P employees in small groups to network outside of work to build relationships and professional connections. Throughout February, the APC is holding individual campus meetings to bring together the A&P campus communities as a platform for asking questions and sharing opportunities. We look forward to sharing the input and experiences from both campaigns.

On February 17, the APC will hold its next Brown Bag Lunch professional development event with guests Cleve Warren and Danielle Thompson. They will share an overview of how the Foundation supports the success of our students and opportunities for our FSCJ community to contribute through the annual giving campaign.

Lastly, we are sad to announce that our APC Secretary for the past two years, Trina McCowan, has left the College. However, we are pleased to introduce our new Interim APC Secretary, Whitney Lafond, Department Chair of Communication.

Respectfully,

Marc Boese, Ph.D.

Executive Director of Organizational Development

Administrative and Professional Collaborative Chair, 2021-2022



Date: February 2, 2022

To: Florida State College at Jacksonville District Board of Trustees

From: Matt Wetzel, Career Employees' Council Chair

Re: February 2022 Career Employees' Council Report

Chair Bell and Trustees:

On December 10th, the Career Employees' Council held a meeting and had a poinsettia pick-up in the Advanced Technology Center. The Poinsettia fundraiser supporting the Book Scholarship raised \$320.50. During this meeting the Council discussed some new ideas and suggestions regarding the advancement and benefit of our career employees and the College. We are looking forward to our continued collaboration with College leadership to discuss these initiatives.

On behalf of the career employees, we express our appreciation to the District Board of Trustees for your time, effort and support that you bring to the College community, staff and our students.

Respectfully,

Matt Wetzel

Matt Wetzel

Career Employees' Council Chair 2021-2022

Florida State College at Jacksonville

904-381-3707 / matt.wetzel@fscj.edu



February 2, 2022

To: Florida State College at Jacksonville District Board of Trustees

From: John A. Woodward, PhD

Re: February 2022 Faculty Senate Report

Chair Bell and Fellow Trustees:

Senate is engaged this semester in several continuing projects. The first, which I mentioned in my last letter, is responding to the data from the CCSSE survey of our students, specifically at the declining numbers regarding student-faculty interaction. We are developing a process for reporting and acting on cases of academic dishonesty. And we are crafting specific language regarding our academic expectations for hybrid courses.

The Senate committee on Faculty-Student interaction met last month and asked for clarification on the data from the survey. Several of our questions about the data focused on whether our online offerings might be exacerbating the situation. The data Dr. Dumouchel provided from the survey did not strongly support that idea, but there is some work for us to do to ferret out an answer to that question. In our next meeting this week we will continue that discussion and may consider recommendations that include addressing engagement in the fully online modality. The mission of the committee is to investigate the data and the downward trend in the data, determine if there are potentially structural reasons for the decline, and make recommendations to Senate for consideration.

On the front of academic dishonesty, we have made strides. At the beginning of the Spring semester 2022, I sent a joint email to faculty and adjunct faculty, co-signed by Dr. Wall, on reporting incidences of academic dishonesty. Effectively, we have established a two-pronged approach. We have an online form for reporting academic dishonesty to student services. Student services will track the data and determine when students are repeat violators of our policies. At the same time as submitting the form, faculty will address the issue in their classroom according to their policies in their syllabus, approaching their academic supervisor when appropriate for further advice or direction. Our faculty were concerned that without a larger tracking database any punishment we selected for the incident in the class may not ameliorate the larger situation; whereas having a database of offences we could monitor would lead to better understanding the scope of the issue and help us develop workshops, online courses, syllabus language, and so forth to help with prevention and remediation. This will be an iterative process. The next step will be to develop discipline-specific guidelines for what is severe dishonesty relevant to that discipline and its expectations

(plagiarizing an essay is fundamentally different than plagiarizing a math formula, for example—but the disciplines themselves will need to offer clarity to their faculty and to student services). The final step will be to create remediation strategies for students who are repeat violators of our policies—at least one of which may be a mandatory workshop those students will take before being able to register for further semesters.

Finally, a large amount of Senate's time this semester and last has been dedicated to crafting a white paper that defines expectations regarding our hybrid courses. This will include universal pedagogical recommendations. It will also ask disciplines to make specific pedagogical recommendations about their material. And it will ask for policy changes in the scheduling of these courses. The final language has not been agreed to but will be submitted to Dr. Wall for feedback and any further modifications before we disseminate to our colleagues and enter it into the faculty handbook. What we have found is that hybrid courses are scheduled for various reasons, and there does not seem to be consistency communicating with faculty that a course is scheduled as a hybrid, nor what the pedagogical expectations are for that course (i.e., what percentage of the work for the course should take place exclusively in the online environment). We want our colleagues to develop specific strategies for managing hybrid courses—courses which have a shorter face-to-face meeting time than is usual—and to consider the amount of time students must devote to work in the online environment or work outside of the classroom. This discussion in Senate has also opened our eyes to the many ways hybrid courses are taught and just how valuable they are for our students and their academic experiences. What we seek is some general consistency in their scheduling, the student experience, and the rigorous approach.

On the horizon in Senate, inspired by this discussion of the hybrid courses, is to look at how to quantify our academic rigor by looking at how much time students should dedicate to a rigorous course. We will want to determine a range of time appropriate for our courses, and then help faculty design their courses and lesson plans and material to fit into those frameworks.

That concludes my report.

Respectfully,

A handwritten signature in blue ink, appearing to read "J. Woodward".

John Arrington Woodward, PhD
Professor of Humanities and Film Studies
Faculty Senate President
C2326B, DWC
Florida State College at Jacksonville
john.a.woodward@fscj.edu
904-997-2703



Date: February 2, 2022

To: Florida State College at Jacksonville District Board of Trustees

From: Florida State College at Jacksonville Student Government Association Executive Board

Re: February 2022 Student Government Association Report

Chair Bell and Trustees,

The Student Government Association (SGA) is the voice of the student body at Florida State College at Jacksonville (FSCJ). Please see the following updates and accomplishments for the period between December 2021 and February 2022.

Since the last report, the SGA has accomplished the following:

- At the end of the 2021 Fall Term, the SGA hosted and participated in multiple virtual events aimed at helping students relax prior to their final exams.
- At the beginning of the Spring Term, SGA members help welcome students to campus by providing refreshments, directions, and information about ways to get involved in co-curricular activities.
- On Martin Luther King Day, members of the SGA participated in a day of service at the Kingsley Plantation. In addition to assisting with the maintenance and upkeep of the park, students were able to learn the history of Kingsley Plantation.
- In January, SGA officers Robin Price and Breana White became part of the Quality Enhancement Plan (QEP) Exploratory Committee. They attended their first meeting on January 20th where they met the committee members, learned about the QEP process, and what steps will be completed next.
- Additionally, Breana White is a part of the FSCJ 5-Year Collegewide Master Plan Steering Committee. The first meeting was held on January 25th. The purpose of the committee is to enhance the unique character of each of the FSCJ campus/centers and offer forward-thinking about growth and development options for the future.
- Members of the SGA, Baseball Team, and Softball Team joined FSCJ employees in volunteering to plant 50 trees at the North Campus on January 21st as part of Florida Arbor Day. Over the past 6 years, 300 trees have been planted at the North Campus.
- Approximately 30 students will participate in the FSCJ Leadership Certificate Program, which will kick off on February 4th at the FSCJ Urban Resource Center. The opening retreat will be followed by a series of weekly workshops and a symposium on March 11th at the Downtown Campus.
- Members of the SGA have helped to plan and will participate in FSCJ Black History Month and Women's History Month events that will occur throughout the months of February and March.
- Members of the SGA have helped plan, promote, and participate in co-curricular activities including eSports, billiards, and table tennis tournaments as well as Movie Night, Club Rush, and Fling Spring events scheduled throughout the Spring Term.
- Finally, FSCJ will be represented by nine SGA Officers at FCSSGA Region 1 Leadership Conference on February 11th at Northwest Florida State College.

On behalf of the student body, we extend our deepest gratitude to the District Board of Trustees and FSCJ President Dr. John Avendano for continuing to provide the SGA the opportunity to share updates and accomplishments of our students. Thank you for your time and all that you do for the students of FSCJ.

Sincerely,

Breana White

FSCJ Collegewide Student Government Association President