

**THE FLORIDA INTERNATIONAL UNIVERSITY
BOARD OF TRUSTEES
ACADEMIC POLICY COMMITTEE**

THURSDAY, 15 NOVEMBER 2007

11:30AM

FLORIDA INTERNATIONAL UNIVERSITY
GRAHAM CENTER BALLROOMS
MIAMI, FLORIDA

MEMBERSHIP

PATRICIA FROST, *CHAIR*
ALBERT DOTSON, *VICE CHAIR*
BRUCE HAUPTLI
MERBELY HERNANDEZ
CLAUDIA PUIG
ROSA SUGRAÑES

AGENDA

- | | |
|---|------------------------|
| I. CALL TO ORDER | PATRICIA FROST |
| II. APPROVAL OF MINUTES | PATRICIA FROST |
| III. CHAIR'S REMARKS | PATRICIA FROST |
| IV. ITEMS FOR COMMITTEE REVIEW | |
| A. ACTION ITEMS | |
| 1. TENURE AS A CONDITION OF EMPLOYMENT
NOMINATIONS | RONALD BERKMAN |
| 2. NEW DEGREE PROGRAM CRITERIA AND
GUIDELINES POLICY | DOUGLAS WARTZOK |
| 3. NEW DEGREE PROGRAM PLANNING AND APPROVAL
POLICY | DOUGLAS WARTZOK |
| 4. PROGRAM TERMINATION POLICY | DOUGLAS WARTZOK |
| B. REPORTS (<i>NO ACTION REQUIRED</i>) | |
| 5. ACADEMIC AFFAIRS | |
| A. ENROLLMENT SERVICES REPORT | RONALD BERKMAN |
| B. GRADUATE REPORT | RONALD BERKMAN |

6. STUDENT AFFAIRS

A. STUDENT AFFAIRS REPORT

RONALD BERKMAN

V. OTHER BUSINESS (*IF ANY*)

PATRICIA FROST

VI. ADJOURNMENT

PATRICIA FROST

**THE FLORIDA INTERNATIONAL UNIVERSITY
BOARD OF TRUSTEES
ACADEMIC POLICY COMMITTEE**

15 NOVEMBER 2007

SUBJECT: ACADEMIC POLICY COMMITTEE MEETING MINUTES, 10 SEPTEMBER 2007

PROPOSED COMMITTEE ACTION:

Adopt the following Resolution:

RESOLVED that the minutes of the meeting of the Florida International University Board of Trustees' Academic Policy Committee held on 10 September 2007, attached to this Resolution as Exhibit "A," are hereby approved.

EXHIBITS/SUPPORTING DOCUMENTS:

- EXHIBIT "A": 10 SEPTEMBER 2007
ACADEMIC POLICY COMMITTEE MEETING
MINUTES.

FACILITATOR/PRESENTER:

- COMMITTEE CHAIR PATRICIA FROST

This page intentionally left blank

DRAFT

**THE FLORIDA INTERNATIONAL UNIVERSITY
BOARD OF TRUSTEES**



**ACADEMIC POLICY COMMITTEE
MINUTES
10 SEPTEMBER 2007**

I. Call to Order

The Florida International University Board of Trustees Academic Policy Committee meeting was called to order by Committee Chair Patricia Frost at 9:33 a.m. on Monday, 10 September 2007.

The following attendance was recorded:

Present

Patricia Frost, *Chair*
Albert Dotson, *Vice Chair*
Bruce Hauptli
Marbely Hernandez
Claudia Puig

II. Approval of Minutes

Committee Chair Patricia Frost asked if there were any additions or corrections to the minutes of the 19 June 2007, Academic Policy and Student Affairs Committee meeting. Hearing none, the Committee adopted the following:

RESOLVED that the minutes of the meeting of the Florida International University Board of Trustees' Academic Policy and Student Affairs Committee held on 19 June 2007, attached to this Resolution as Exhibit "A," are hereby approved.

III. Chair's Remarks

Committee Chair Frost welcomed all Trustees, University faculty, and staff. She noted that 90 new faculty members recently joined the University. She welcomed Dr. Luis Mirón, the new Dean of the College of Education.

Exhibit "A"

FIU Board of Trustees'
Academic Policy Committee
Minutes
10 September 2007
Page 2

DRAFT

Provost Berkman provided a report on Cooperative Learning (Co-op) programs at the University, noting that there would be continuous evaluation and recommendations on expanding the program.

IV. Items for Committee Review

A. Action Items

1. Policy on Centers & Institutes

Provost Berkman presented the Policy on Centers & Institutes for Committee review, noting that the proposed policy was in line with Florida Board of Governors Policy Guidelines for the establishment of policies and procedures for approving, classifying, operating, reviewing, and disbanding Centers & Institutes.

After discussion, the Committee recommended the Board adopt the following Resolution:

WHEREAS the Chancellor of the Florida Board of Governors issued Policy Guideline 04.07.27, establishing policies and procedures for approving, classifying, operating, reviewing, and disbanding institutes and centers in the state University System and the Board of Governors has recently requested that universities act quickly to establish such policies and procedures; and

WHEREAS the Policy Guideline 04.07.27 required that each institution develop and publish clearly defined guidelines consistent with the System policies for establishing operating, evaluating/reviewing, and disbanding university institutes and centers; and

WHEREAS the Policy Guideline 04.07.27 provides, "Each university president or provost, if so designated by the trustees, may grant authorization for the development and implementation of university institutes and centers"; and

WHEREAS the proposed Florida International University Policy "Centers and Institutes at Florida International University", attached hereto as Exhibit "B", is intended to establish the University's policy guidelines and will replace 13.22 Center and Institute Quality Assurance 13.20 Role of Centers and Institutes, and 13.21 Initiations, Operation, and Disbanding of Centers and Institutes in the Academic Affairs Policy Manual;

THEREFORE BE IT RESOLVED the Florida International University Board of Trustees (the BOT) hereby approves the request for adoption of the proposed policy "Centers and Institutes at Florida International University" to establish clearly defined guidelines consistent with the System Policies;

BE IT FURTHER RESOLVED, that the BOT authorizes the University President to file the policy "Centers and Institutes at Florida International University" with the Florida Board of Governors, and designates the university president as the individual who may grant authorization for the development and implementation of university institutes and centers at Florida International University.

Exhibit "A"

FIU Board of Trustees'
Academic Policy Committee
Minutes
10 September 2007
Page 3

DRAFT

B. Reports

2. Academic Affairs Reports

Provost Berkman provided an update on University enrollment statistics for the Fall 2007 semester and on multi-term registration.

Vice President for Research and Dean of the University Graduate School George Walker reported on Graduate School enrollment numbers for Summer 2007, and provided an update on application and admission figures for Fall 2007.

3. Student Affairs Report

Provost Berkman provided an update on Student Affairs. Vice President of Student Affairs and Undergraduate Education Rosa Jones reported on the Student-Athlete Track of the Academy of Leaders and on Panther Camp, noting both programs were scheduled just prior to the beginning of the Fall semester and provided an outstanding experience for student athletes and new incoming students.

V. Other Business

No other business was raised.

VI. Adjournment

With no other business, Committee Chair Frost adjourned the meeting at 10:50 a.m.

<i>Trustee Requests</i>	<i>Follow-up</i>	<i>Completion Date</i>
<i>1. Committee Chair Patricia Frost requested that the University's Office of Student Affairs present next steps on the expansion of Cooperative Education programs within the University.</i>	<i>Vice President Rosa Jones</i>	<i>February 2008</i>
<i>2. Committee Chair Frost requested Provost Berkman provide recommendations on the continuation or disbanding of Centers & Institutes within the University.</i>	<i>Provost Berkman</i>	<i>February 2008</i>

Attached: Exhibit "A," & "B"

This page intentionally left blank

**THE FLORIDA INTERNATIONAL UNIVERSITY
BOARD OF TRUSTEES
ACADEMIC POLICY COMMITTEE**

15 NOVEMBER 2007

SUBJECT: TENURE AS CONDITION OF EMPLOYMENT NOMINATIONS

PROPOSED COMMITTEE ACTION:

Recommend Board adoption of the following Resolution:

WHEREAS, each board of trustees is authorized to establish the personnel program for all employees of the university including tenure; and

WHEREAS, the University President is recommending the granting of Tenure as a Condition of Employment for five (5) nominees listed in Exhibit "B";

THEREFORE, BE IT RESOLVED, that the Florida International University Board of Trustees approves the granting of Tenure as a Condition of Employment to the five individuals listed in Exhibit "B" based on the recommendations of the university president.

BACKGROUND INFORMATION:

STATUTORY AUTHORITY:

**Resolution of the Florida Board of Governors, dated January 7, 2003.
Resolution delegating and delineating powers of local boards of trustees,**
states in part,

(19)(a). Each board of trustees shall establish the personnel program for all employees of the university, including the president, pursuant to the provision of chapter 1012 and, in accordance with rules and guidelines of the Florida Board of Governors, including: compensation and other conditions of employment, recruitment and selection, non-reappointment, standards for performance and conduct, evaluation, benefits and hours of work, leave policies, recognition and awards, inventions and works, travel, learning opportunities, exchange programs, academic freedom and responsibility, promotion, assignment, demotion, transfer, tenure and permanent status, ethical obligations and conflicts of interest, restrictive covenants, disciplinary actions, complaints, appeals and grievance procedures, and separation and termination from employment.

BACKGROUND INFORMATION:

The Tenure as a Condition of Employment nominees had tenure at their previous institutions.

EXHIBITS/SUPPORTING DOCUMENTS:

- EXHIBIT “B” – TENURE AS A CONDITION OF EMPLOYMENT NOMINEES
- ATTACHMENT 1 – TENURE AS A CONDITION OF EMPLOYMENT NOMINEES’ BIOS

FACILITATOR/PRESENTER:

- RONALD BERKMAN

Florida International University 2007-2008 TENURE NOMINATIONS (as a Condition of Employment)			
COLLEGE/SCHOOL	PROPOSED		TENURE
NOMINEE NAME	RANK	DEPARTMENT	CIP CODE
ARCHITECTURE AND THE ARTS			
Kathleen L. Wilson	Professor	Music	500901
BUSINESS ADMINISTRATION			
Divesh Sharma	Associate Professor	Accounting	520301
EDUCATION			
Thomas G. Reio, Jr.	Associate Professor	Ed. Leadership & Pol. Studies	131201
SOCIAL WORK, JUSTICE AND PUBLIC AFFAIRS			
Paul Stuart	Professor	Social Work	440701
LAW			
Joelle Moreno	Professor	Law	220101

This page intentionally left blank

**THE FLORIDA INTERNATIONAL UNIVERSITY
BOARD OF TRUSTEES**

2007-2008

**Tenure as a Condition of Employment
Recommendations
Biographies**

Kathleen L. Wilson, Ed.D.
Professor and Director, School of Music, College of Architecture and the Arts

Kathleen L. Wilson holds degrees in Musicology and Music Education from the University of Arizona. She also has masters and doctoral degrees in vocal pedagogy from Teachers College, Columbia University. Dr. Wilson has performed in the US, Europe, and throughout Latin America as a recitalist, soloist with orchestras, and clinician. As a Fulbright Senior Scholar to Venezuela and a United States Information Agency cultural specialist, she has given master classes and taught vocal pedagogy in Venezuela, Colombia, Ecuador, Panama, Curacao, Bolivia, El Salvador, and the Dominican Republic.

Dr. Wilson has served as the National Association Teachers of Singing (NATS) New England Regional Governor, as editor of *The Journal of Singing*, and was the recipient of the Voice Foundation's Van L. Lawrence Fellowship for excellence in teaching of singing and interest in voice science. She is the author of *The Art Song in Latin America*, published by Pendragon Press in 1998; and has a CD titled *Elán*, which is published by North/South Consonance records and features works by 20th century North and South American composers. Her recent performance of George Crumb's *Ancient Voices of Children* was described by *The Washington Post* as an "exciting, involved account... [that] casts a rapturous spell." Dr. Wilson has been Professor of Voice at the University of New Hampshire, Dean of the Levine School of Music in Washington DC, and Director of the School of Music at the University of Central Oklahoma.

Divesh Sharma, Ph.D.
Associate Professor, School of Accounting, College of Business Administration

Dr. Divesh Sharma holds a PhD (Accounting) from Griffith University, Australia, a Graduate Certificate in Higher Education (Griffith University); a Master of Commerce (Accounting) with Honors and a Bachelor of Commerce (Accounting) (University of Canterbury, New Zealand). He is a qualified chartered accountant of the Institute of Chartered Accountants (Australia). Prior to joining FIU in August 2007, he was a tenured full professor, Director of the Centre for Corporate Governance, and served on the Faculty Research Committee at Auckland University of Technology. He was an associate professor and took a lead role in revamping the accounting curriculum for four years at Nanyang Technological University, Singapore. Dr. Sharma also held academic positions at Bond University and Griffith University in Australia over 10 years. While at Griffith University, he served as Director of the Master of Professional Accounting for several years, and served on the Faculty Research Committee. He currently serves on the editorial boards of *The International Journal of Accounting*, and *Accounting Education*.

Dr. Sharma has published 33 papers in some of the top journals in his discipline. He is a recipient of three manuscript awards; *Decision Sciences* (Western Region) Annual Conference, *British Accounting Review*, and *Accounting Education: an international journal*. His paper in *Accounting Education* pioneered research into approaches to learning and has been widely cited. The Institute of Chartered Accountants in Australia awarded Dr. Sharma their “Award for Teaching Excellence” in 1994. In the professional arena, he has provided consulting and executive education programs to the Big 4 accounting firms, major commercial banks including a top-5 global bank, and to private and publicly listed companies on various auditing, financial and management accounting, and corporate governance issues.

Thomas G. Reio, Jr., Ph.D.
Associate Professor, College of Education

Dr. Thomas G. Reio, Jr. completed both his doctoral degree and certificate of advanced graduate studies in Adult and Continuing Education at Virginia Polytechnic Institute and State University. He has a Masters of Business Administration from Averett University, and a Bachelors degree in Horticulture from the University of Maryland, College Park. His minor was in Evaluation, Measurement, and Statistics. Dr. Reio was runner-up for the first Malcolm S. Knowles Dissertation-of-the-Year Award. He is on the Editorial Board of six scholarly journals, including *Advances in Developing Human Resources*, the *International Journal of Self-Directed Learning*, *New Horizons in Adult Education and Human Resource Development*, and *Contemporary Educational Psychology*.

His research and teaching is informed by 16 years of experience in the for-profit service industry, serving in positions ranging from branch manager to training director to operations manager. In particular, he has extensive experience as a turn-around specialist. He has published a number of journal articles, book chapters, book reviews, and technical reports. He is co-editor of the upcoming *Handbook of Research in Adult Development and Learning*. His research interests include learning motivation-cognitive and sensory curiosity, risk-taking, entrepreneurship and innovation, workplace socialization, and school-to-work transition.

Paul H. Stuart, Ph.D.
*Professor and Director, School of Social Work,
College of Social Work, Justice and Public Affairs*

Dr. Stuart earned an A.B. in Psychology from the University of Chicago, an M.S.W. from the University of California-Berkeley, an M.A. in History from the University of Wisconsin-Madison, and a Ph.D. in History and Social Welfare from the University of Wisconsin-Madison. He taught at Augustana College (South Dakota), Sioux Falls College, Washington University (Missouri), the University of Wisconsin-Eau Claire, and the University of Alabama (UA), before coming to FIU.

Dr. Stuart was a member of the faculty at UA for twenty years and a tenured Full Professor at UA since 1991. In addition, he was chair of the BSW Program from 1988-95, and chair of the Ph.D. Program from 1997-2007. Dr. Stuart has been active in service to professional organizations in social work, serving as President of the Social Welfare History Group (1981-85), member of the Steering Committee of the Group for the Advancement of Doctoral Education (GADE) (2003-2008), and chairperson of the GADE Steering Committee (2006-2008). Representing GADE, Stuart participated on the Wingspread Conference on the Unification of the Social Work Profession, held at the Wingspread Conference Center in Racine, Wisconsin, in June 2007.

Dr. Stuart is an active scholar, having published six books and monographs, most recently the *Encyclopedia of Social Welfare History in North America* (Sage Publications, 2005), which he co-edited with John M. Herrick of Michigan State University. He has authored or co-authored seventeen papers published in referred journals, twenty chapters in books, and numerous book reviews. He is an active participant in professional meetings and was invited to deliver the twelfth annual Federico Lecture to the 2006 meeting of the Association of Baccalaureate Social Work Program Directors. More recently, he delivered the opening plenary address to the First Biennial Southern Conference on Doctoral Research in Social Work, sponsored by Jackson State University (September 2007). He has served as a consulting editor of *Children & Youth Services Review*, the *Journal of Baccalaureate Social Work*, and *Social Work*. He later served two terms as a member of the Editorial Board of *Social Work*, the latter as Book Review Editor. He is currently a member of the Editorial Board of the *Journal of Community Practice*.

Joëlle Anne Moreno, J.D.
Professor, College of Law

Professor Joëlle Anne Moreno joins us from Hofstra University School of Law (where she was a Visiting Professor from 2006-2007) and from the New England School of Law (where she was a full-time member of the faculty from 1999-2006 and a tenured Full Professor). Professor Moreno is a graduate of the University of Pennsylvania Law School and Swarthmore College. Before beginning her academic career, she served as a federal prosecutor for the United States Department of Justice in the Litigation Section of the Antitrust Division (1992-1995) and as an Associate at Ross, Dixon & Masback, in Washington D.C. (1989-1992).

Professor Moreno is an experienced teacher of Evidence, Scientific and Forensic Evidence, Criminal Procedure, Criminal Law, Criminal Advocacy, and Alternative Dispute Resolution. She is a prolific scholar whose work has focused primarily on evidence and criminal justice issues. Professor Moreno's most recent theoretical work explores the impact of anti-empiricism on science-based legal controversies. She has also examined problems that include the use and misuse of police officers as expert witnesses and the admissibility of certain types of scientific testimony in child abuse cases.

**THE FLORIDA INTERNATIONAL UNIVERSITY
BOARD OF TRUSTEES
ACADEMIC POLICY COMMITTEE**

15 NOVEMBER 2007

SUBJECT: NEW DEGREE PROGRAM CRITERIA AND GUIDELINES POLICY

PROPOSED COMMITTEE ACTION:

Recommend Board adoption of the following Resolution:

THEREFORE, BE IT RESOLVED, that the Florida International University Board of Trustees (the BOT) hereby approves, in the form attached hereto as Exhibit “C,” the request to establish criteria and guidelines related to academic programs and offerings.

THEREFORE, BE IT FURTHER RESOLVED, that the BOT authorizes the University President to file this action with the Florida Board of Governors and take all actions necessary to implement the policy.

BACKGROUND INFORMATION:

STATUTORY AUTHORITY:

Resolution of the Florida Board of Governors, 6C-8.011 (5) Academic Program Authorization states in part:

Requires that University Board of Trustees adopt specific policies consistent with applicable accreditation standards for planning and authorization of other types of academic and technical program offerings. The UBOT must adopt policies for:

- Program Majors, Program Minors, Concentrations, Area of Emphasis, Tracks, and College Credit Certificates within a degree program.

EXHIBITS/SUPPORTING DOCUMENTS:

- EXHIBIT “C”: FLORIDA INTERNATIONAL UNIVERSITY NEW DEGREE PROGRAM CRITERIA AND GUIDELINES

FACILITATOR/PRESENTER:

- DOUGLAS WARTZOK

This page intentionally left blank

**Florida International University
Board of Trustees
New Degree Program Criteria and Guidelines**

All new academic programs must adhere to the following hierarchical structure and related criteria and guidelines. Academic programs are defined as follows:

Degree Program – An organized curriculum leading to a college degree in an area of study recognized as an academic discipline by the higher education community, as demonstrated by assignment of a Classification of Instructional Programs (CIP) code. Degree Program is the highest level within the academic program structure. Bachelor’s degrees require a minimum of 120 credits, Master’s degrees a minimum of 30 credits post baccalaureate, and Doctoral degrees a minimum of 75 credits post baccalaureate.

Program Major – An organized curriculum offered as a major area of study that is part of an existing or proposed degree program and does not constitute sufficient distinct coursework, faculty, and instructional resources to be considered a separate degree program. A Major must be reasonably associated with the Degree Program under which it is offered and share a minimum of 15% of common core or prerequisite courses with other Majors within the same degree program. The total number of credit hours required in the Major is the same as required for the Degree Program.

Program Tracks, Specializations, Concentrations, Areas of Emphasis, Etc. - Any organized curriculum that is offered as part of an individual student’s degree plan and which enhances or complements the degree to be awarded in a manner that leads to specific educational or occupational goals. In order to establish some uniformity across degree programs, this level of categorization should be termed a Track unless a different terminology is required for accreditation purposes. A Track must be reasonably associated with the Major under which it is offered and share a minimum of 15% of common core or prerequisite courses with other Tracks within the same Major. The total number of credit hours required in the Track is the same as required for the Major.

Program Minors – Minors consist of an organized curriculum offered to students who are not obtaining a degree in the Major of which the Minor is a component. Minors require a minimum of 12 credits.

Certificates – Certificates consist of an organized curriculum offered as a distinct area of study that leads to specific educational or occupational goals. The minimum number of credits for an Undergraduate Certificate is 18 and the minimum for a Graduate Certificate is 15 credits.

Substantive changes to existing degree programs will require a restructuring of the current program in order to comply with above criteria.

This page intentionally left blank

**THE FLORIDA INTERNATIONAL UNIVERSITY
BOARD OF TRUSTEES
ACADEMIC POLICY COMMITTEE**

15 NOVEMBER 2007

SUBJECT: NEW DEGREE PROGRAM PLANNING AND APPROVAL POLICY

PROPOSED COMMITTEE ACTION:

Recommend Board adoption of the following Resolution:

THEREFORE, BE IT RESOLVED, that the Florida International University Board of Trustees (the BOT) hereby approves, in the form attached hereto as Exhibit "D," the request for the adoption of a new degree program planning and approval policy; and

THEREFORE, BE IT RESOLVED, that the BOT hereby approves, in the form attached hereto as Exhibit "D," the request for the adoption of the common SUS degree proposal format for all new degree programs;

THEREFORE, BE IT FURTHER RESOLVED, that the BOT authorizes the University President to file this action with the Florida Board of Governors and take all actions necessary to implement the policy.

BACKGROUND INFORMATION:

STATUTORY AUTHORITY:

Resolution of the Florida Board of Governors, 6C-8.011 (4)(c) Academic Program Authorization states in part:

Requires each UBOT to adopt policies for degree program planning and approval that are consistent with BOG regulation and establish the following minimum requirements:

- Formal process for determining which new programs the university will explore during the strategic plan cycle.
- Formal process for appropriate curriculum, financial, and administrative review of proposed programs by university entities.
- External Consultant to review all Doctoral program proposals.
- UBOT review process that includes consideration of BOG Criteria and costs.

- Adopt a common SUS degree proposal form for all new degree programs to ensure that BOG criteria are adequately addressed.
- A copy of the university policies will be provided to the BOG Office of Academic and Student Affairs.

EXHIBITS/SUPPORTING DOCUMENTS:

- EXHIBIT “D”: FLORIDA INTERNATIONAL UNIVERSITY POLICY ON NEW DEGREE PROGRAM PLANNING AND APPROVAL

FACILITATOR/PRESENTER:

- DOUGLAS WARTZOK

**Florida International University
Board of Trustees
New Degree Program Planning and Approval Policy**

PURPOSE

To specify the standards required for university program authorization.

AUTHORITY/SOURCE

Executive Vice President and Provost

POLICY

In order to promote and maintain high quality academic programs, the University may over time develop new academic degree programs or discontinue existing programs.

Program authorization is the formal creation of a degree program, program major, program tracks, specializations, concentrations, areas of emphasis, program minors and/or certificates, as defined.

PROCEDURE

When a School or College determines that there is a need for a new degree program, the dean requests that the new degree be placed on the five year strategic plan for new degree programs. Only degree programs on the five year strategic plan can progress to the following steps:

1. At the time the school or college wishes to formally explore, within its budgetary constraints, a new degree program or doctoral degree program major, the dean submits a Feasibility Study to the Office of the Provost.
2. The Feasibility Study is reviewed by the Office of the Provost and if approved is returned to the college to begin the established collegial governance process.
3. Proposals must utilize the common SUS degree proposal template and tables. Proposals are reviewed by the department and college curriculum committees, dean, and Faculty Senate.
4. Proposals that are endorsed by the Faculty Senate are submitted to the Dean of the University Graduate School (for graduate programs) or to the Dean of Undergraduate Studies (for undergraduate programs). If the program requested is a doctoral program, the Dean of the University Graduate School arranges for an external consultant to conduct a review.
5. Proposals approved by the graduate or undergraduate dean are forwarded to the Office of the Provost.
6. Proposals approved by the Provost are submitted to the Academic Policy Committee of the Board of Trustees for review and recommendation to the Board of Trustees.
7. Proposals approved by the Board of Trustees are forwarded, in accordance with Board of Governors policy, to the Office of the Chancellor.

Exhibit "D"

New program majors at the bachelors and master's level as well as all new program tracks, specializations, concentrations, areas of emphasis, program minors and certificates are approved as follows:

1. Proposals are submitted in university approved format appropriate to the type of request; e.g., major, track, certificate.
2. Proposals are reviewed by the department and college curriculum committees, dean's office, and Faculty Senate.
3. Proposals that are endorsed by the Faculty Senate are submitted to the Dean of the University Graduate School (for graduate programs) or to the Dean of Undergraduate Studies (for undergraduate programs) for review.
4. Proposals approved by the graduate or undergraduate dean are forwarded to the Office of the Provost.
5. Proposals become effective upon approval by the Provost.

**THE FLORIDA INTERNATIONAL UNIVERSITY
BOARD OF TRUSTEES
ACADEMIC POLICY COMMITTEE**

15 NOVEMBER 2007

SUBJECT: PROGRAM TERMINATION POLICY

PROPOSED COMMITTEE ACTION:

Recommend Board adoption of the following Resolution:

THEREFORE, BE IT RESOLVED that the Florida International University Board of Trustees (the BOT) hereby approves, in the form attached hereto as Exhibit "E," the request for the adoption of a new policy specifying the standards required for terminating university programs (these include degree programs, departments or divisions of instruction, schools or colleges, or other program units);

THEREFORE, BE IT FURTHER RESOLVED, that the BOT authorizes the University President to file this action with the Florida Board of Governors and take all actions necessary to implement the policy.

BACKGROUND INFORMATION:

STATUTORY AUTHORITY:

Resolution of the Florida Board of Governors, 6C-8.012 Academic Program Termination states in part:

(2) Each University Board of Trustees must adopt policies and procedures for degree program termination, with copies provided to the Board of Governors, Office of Academic and Student Affairs. The policies will include at a minimum:

- (a) A formal process for determining degree programs that are candidates for termination that includes review by the appropriate curriculum, financial, and administrative councils of the university; and
 - (b) A plan to accommodate any students or faculty who are currently active in a program that is scheduled to be terminated; and
 - (c) A program for evaluation and mitigation of any potential negative impact the proposed termination may have on the current representation of females and ethnic minorities within the faculty and students.
-

EXHIBITS/SUPPORTING DOCUMENTS:

- EXHIBIT “E”: FLORIDA INTERNATIONAL UNIVERSITY PROGRAM TERMINATION POLICY

FACILITATOR/PRESENTER:

- DOUGLAS WARTZOK

**Florida International University
Board of Trustees
Program Termination Policy**

PURPOSE

To specify the standards required for university program termination.

AUTHORITY/SOURCE

Executive Vice President and Provost

POLICY

In order to promote and maintain high quality academic programs, the University may over time develop new academic degree programs or discontinue existing programs.

Program discontinuance is the formal termination of a degree program, department or division of instruction, school or college, or other program unit for educational reasons, strategic realignment, resource allocation, budget constraints, or combination of education strategies and financial reasons.

PROCEDURE

A recommendation to discontinue a program, or department, or other academic unit may be made by a department, its chair, the school or college dean, the campus program review committee, the Vice President for Academic Affairs, the Provost, the President or the Board of Trustees.

A recommendation for program discontinuance will be reviewed by the Provost with advice from the dean and Faculty Senate and submitted to the President and Board of Trustees. In considering programs for possible termination, the following items will be evaluated:

1. Relationship of the program to the University Mission.
2. Relationship of the program to University Strategic Objectives
3. (Program FTE)/(Faculty FTE)
4. (Program Expenses)/(State appropriations plus tuition)
5. Number of graduates
6. Time to degree
7. Percent completing with 4 years, 6 years, and 8 years (the latter only for graduate programs)
8. Faculty scholarly and/or creative productivity

Exhibit "E"

9. Record of Faculty external funding, where appropriate
10. Impact on students in the program
11. Impact on educational opportunities for underrepresented minorities
12. External community financial support.
13. Accredited status of accredited programs.

The trend lines in indicators 3-9 will be of particular importance.

**THE FLORIDA INTERNATIONAL UNIVERSITY
BOARD OF TRUSTEES
ACADEMIC POLICY COMMITTEE**

15 NOVEMBER 2007

SUBJECT: ACADEMIC AFFAIRS REPORTS

PROPOSED COMMITTEE ACTION:

None. Discussion Item.

REPORTS

- A. ENROLLMENT SERVICES UPDATE
 - B. UNIVERSITY GRADUATE SCHOOL REPORT
-

EXHIBITS/SUPPORTING DOCUMENTS:

- ENROLLMENT SERVICES UPDATE
- UNIVERSITY GRADUATE SCHOOL REPORT

FACILITATOR/PRESENTER:

- RONALD BERKMAN

This page intentionally left blank

**Florida International University
Board of Trustees
Academic Policy Committee
Enrollment Services Update
November 2007**

I. University Enrollment

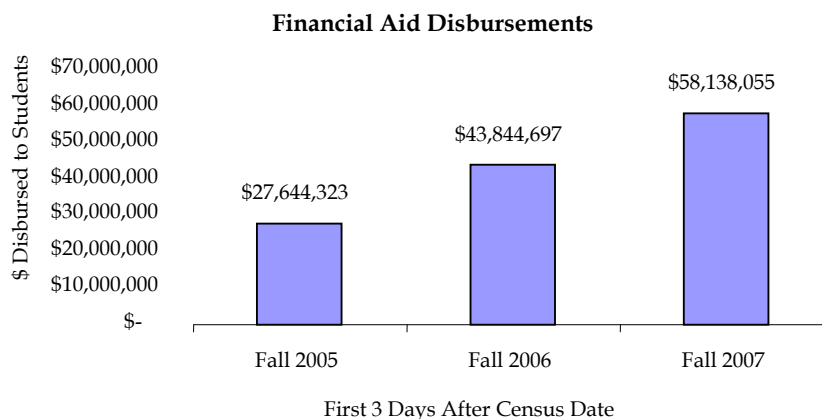
As of October 12th, the university has enrolled 38,291 students representing a 246 (-0.6%) student decline over the final enrollment of 38,537 students in Fall 2006. Currently, the university has generated a combined total of 14,943 FTEs in the summer and fall semesters and anticipates generating approximately 9,715 FTEs in the spring to stay within the 95% funding corridor.

2007-2008: Summer, Fall and Proj. Spring FTEs

	BOG Target	Summer	Fall	Proj. Sp	Proj.Total	% BOG
Lower	8,685	1,582	3,760	3,400	8,742	101%
Upper	12,480	2,453	4,662	4,715	11,830	95%
Grad I & II	3,996	879	1,607	1,600	4,086	102%
Total	25,161	4,914	10,029	9,715	24,658	98%

II. Financial Aid

The Office of Financial Aid has made significant progress in expediting the disbursement of financial aid to students. This year, one of the office’s performance goals was to disburse up to 70% of awarded aid within the first three days of the census date (period following the add/drop date), and to have this disbursement represent at least 67% of all aid disbursed over the course of the semester. As a result of applying various new strategies, the office was able to disburse \$58.1M---a historic high---by the target date. This \$58.1M disbursement represents 85% of all aid packaged up to that date; it also represents a considerable improvements over the \$27.6M disbursed in Fall 2005 and the \$43.8M disbursed in Fall 2006 during this same period of time (see chart below). Over the course of the semester, the office anticipates additional students will qualify for financial aid thereby increasing the total disbursement to approximately \$82.0M.



To enhance communications with students, the financial aid office activated “Live Chat” to provide students a direct connection with aid counselors. This new communication channel provides students with a written transcript of the exchange and offers them an opportunity to evaluate a counselor’s performance. To date, approximately 90% of the students assessing counselors’ performance have rated the quality of their service between excellent and good. This evaluation speaks well of the quality care and attention staff endeavor to provide students.

This page intentionally left blank

FLORIDA INTERNATIONAL UNIVERSITY BOARD OF TRUSTEES ACADEMIC POLICY COMMITTEE

UNIVERSITY GRADUATE SCHOOL REPORT 15 NOVEMBER 2007

I. Fall 2007 Enrollment and Doctoral Awards Report

Total FTE graduate enrollment increased from 1478 to 1603 in Fall 2007. This represents a growth of 8.5% above the results for Fall 2006. The GRAD I increase was from 1282 FTE to 1424 FTE, or 11.08%. We show these results in Table 1. GRAD I enrollments were generally higher in all of the Schools and Colleges with the exception of the College of Business Administration, and the College of Social Work, Justice, and Public Affairs. The College of Engineering and Computing, the College of Nursing and Health Sciences, the College of Education, and the Stempel School of Public Health had particularly large gains. These results appear in Figure 1.

The contribution of non-degree seeking students to total FTE is an important factor. Table 2 reflects the FTE generated by non-degree students by College or School. The total number is 144 FTE, which is 10.1% of the total Fall 2007 GRAD I enrollment.

In contrast, GRAD II enrollment decreased by 8.67% from 196 to 179 FTE, as shown in Table 3. GRAD II enrollments decreased in most of the Schools and Colleges of the University with the largest decrease in the College of Education (16.8%). The College of Arts and Sciences, which is FIU's largest Ph.D. producer, experienced a 6.96% decrease in GRAD II enrollment. Figure 2 shows the changes from Fall 2006 to Fall 2007 for those Colleges/Schools contributing to GRAD II enrollment.

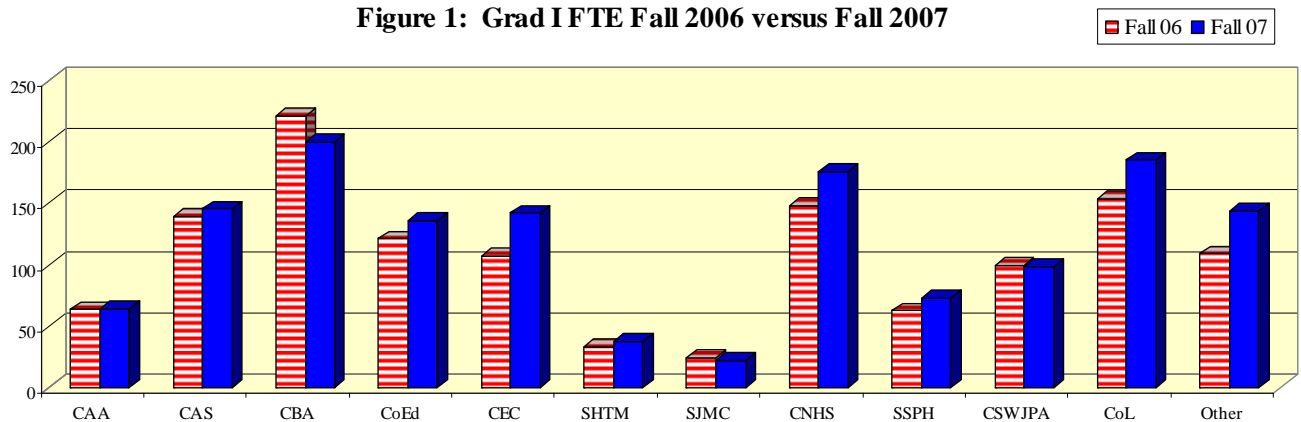
The University Graduate School awarded 33 doctoral degrees for the Summer 2007, which represents a gain of 3 from Summer 2006.

International students arrived in greater numbers in Fall 2007, compared with Fall 2006. As shown in Figure 3, FIU experienced an increase of 14.21% in international enrollment by headcount. Since international students are a major support for FIU's STEM field programs, the continued return of international students to the United States, and in particular to our University, is a very positive occurrence.

Table 1: GRAD I FTE Fall 2006 versus Fall 2007				
GRAD I				
College/School	Fall 06	Fall 07	FTE Difference	% Change
Architecture and the Arts	63.7	64.2	0.5	0.78%
Arts and Sciences	139.1	145.4	6.3	4.53%
Business Administration	221	200.4	-20.6	-9.32%
Education	121.2	136.1	14.9	12.29%
Engineering and Computing	107.1	142.1	35.0	32.68%
Hospitality & Tourism Management	33.2	37.6	4.4	13.25%
Journalism and Mass Communication	24.3	22.1	-2.2	-9.05%
Nursing and Health Sciences	148.1	175.8	27.7	18.70%
Public Health	62.5	72.8	10.3	16.48%
Social Work, Justice, and Public Affairs	99.6	98.4	-1.2	-1.20%
Law	153.5	185.1	31.6	20.59%
Other*	108.8	144	35.2	32.35%
Total	1282	1424	141.9	11.08%

* Certificate programs, non-degree seeking student credits, and undergraduates receiving credit for graduate level courses.

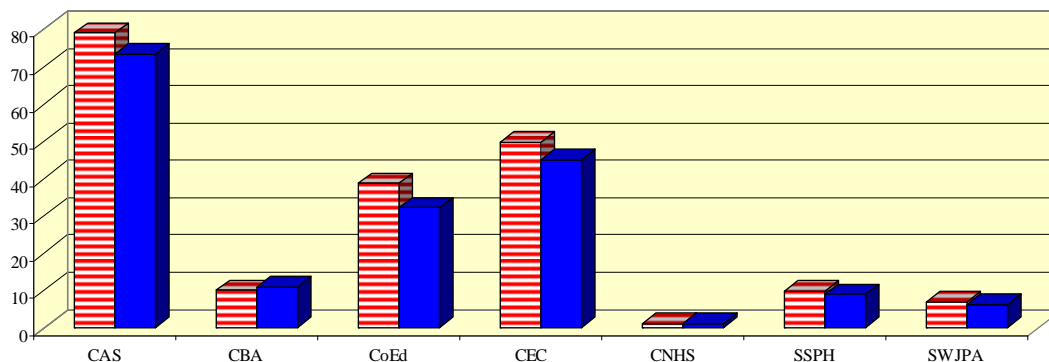
Figure 1: Grad I FTE Fall 2006 versus Fall 2007

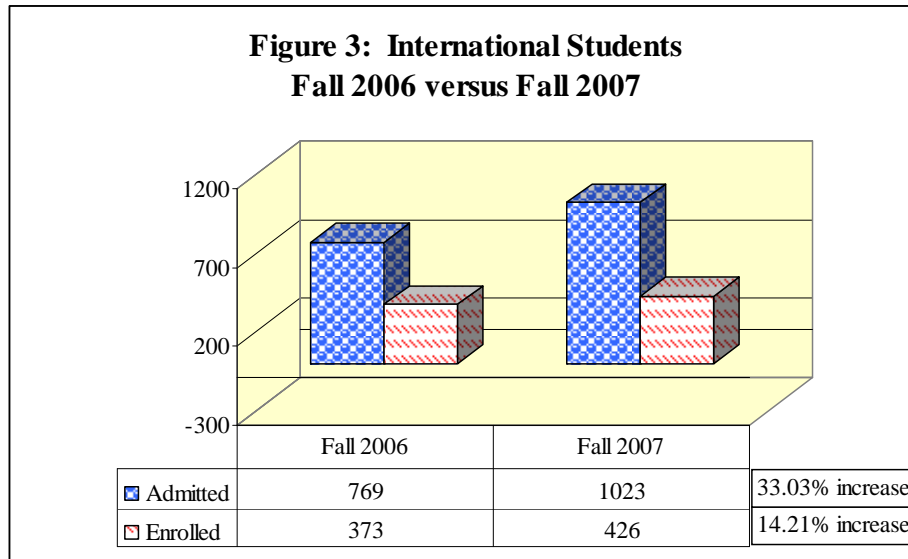


College/School	Percentage
Business Administration	41.49%
Engineering and Computing	21.44%
Arts and Sciences	14.93%
Education	13.85%
Social Work, Justice and Public Affairs	4.81%
Hospitality & Tourism Mgt.	2.15%
Journalism and Mass Comm.	1.20%
Nursing and Health Sciences	0.13%
Total	100.00%

GRAD II				
College/School	Fall 06	Fall 07	FTE Difference	% Change
Arts and Sciences	79	73.5	-5.5	-6.96%
Business Administration	10.1	11.1	1	9.90%
Education	38.7	32.2	-6.5	-16.80%
Engineering and Computing	49.8	45.2	-4.6	-9.24%
Nursing and Health Sciences	1.3	1.1	-0.2	-15.38%
Public Health	10	9	-1	-10.00%
Social Work, Justice and Public Affairs	7	6.4	-0.6	-8.57%
Total	196	179	-17	-8.67%

Figure 2: Grad II FTE Fall 2006 versus Fall 2007 ■ Fall 06 ■ Fall 07





II. ANALYSIS OF THE INCREASE IN GRAD I FTEs

Of the 142 FTE increase, 75.2 results from increases in FIU's Masters and Ph.D. programs, 31.6 is due to the increase in enrollment for the College of Law, and the remainder 35.2 result from certificate programs, non-degree seeking student credits, and undergraduates receiving credit for graduate level courses.

It is important to note that Ph.D. students must earn GRAD I credit before achieving candidacy. It usually takes two to three years for a Ph.D. student to achieve candidacy. Therefore, an increase in GRAD II will generally be preceded by an increase in GRAD I FTEs.

Figure 4 shows the five largest contributions to the increase in FTEs in terms of our Colleges/Schools. These contributions total to 119.5 FTE.

**Figure 4: Colleges with Largest Increases
in Grad I FTE**

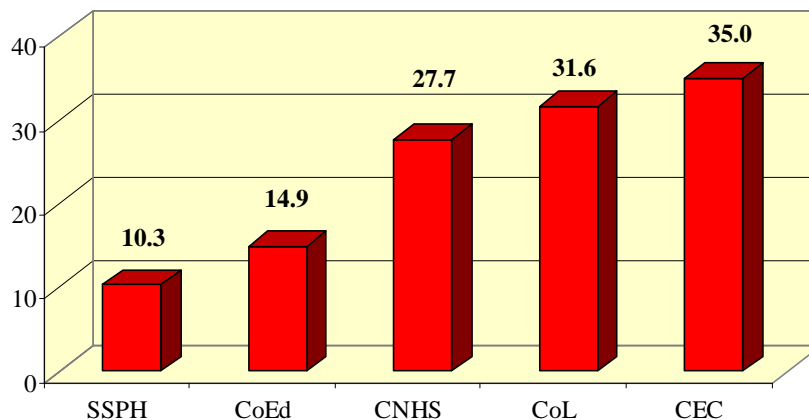
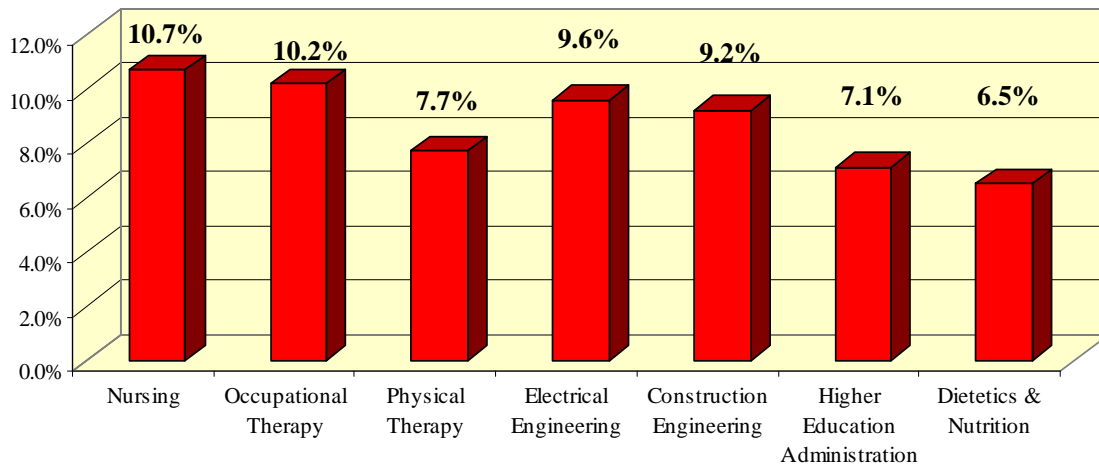


Figure 5 shows the seven largest programs in terms of FTE growth. We note:

- The College of Nursing and Health Sciences increased recruiting efforts (particularly in their child and family health programs.) Due to the shortage of nurses able to assume faculty positions, and because the MSN is the entry degree for becoming a faculty member, this program and the post Masters program have enjoyed growth. In fact, virtually all of CNHS' FTE growth is strictly Masters program growth. Occupational Therapy also recruited heavily and expanded. All of this growth is for Masters FTEs. Finally, Physical Therapy grew largely in response to its new doctor of Physical Therapy program—this increase in enrollment will eventually become GRAD II enrollment.
- The increase in GRAD I FTE for Engineering programs is largely at the Masters level. Extensive recruiting and the creation of additional .25 line assistantships have made Engineering Masters (Construction Management and Electrical Engineering) programs more attractive.
- The increase in enrollment in Higher Education Administration is understood to be largely due to students intending to enter doctoral programs.
- Dietetics and Nutrition increased enrollment is aimed at Masters students. The program is popular because it prepares students to take the examination to become registered dietitians. This program is also popular with international students.

Figure 5: Programs with Largest Percentage in Grad I FTEs



This page intentionally left blank

**THE FLORIDA INTERNATIONAL UNIVERSITY
BOARD OF TRUSTEES
ACADEMIC POLICY COMMITTEE**

15 NOVEMBER 2007

SUBJECT: STUDENT AFFAIRS REPORT

PROPOSED COMMITTEE ACTION:

None. Discussion Item.

EXHIBITS/SUPPORTING DOCUMENTS:

- DIVISION OF STUDENT AFFAIRS REPORT

FACILITATOR/PRESENTER:

- RONALD BERKMAN

This page intentionally left blank

Florida International University
Board of Trustees
Academic Policy Committee
Division of Student Affairs – Summary Report
October 2007

INTRODUCTION

The new academic schedule for undergraduate students is fully operational. Because students were able to register for two semesters simultaneously, many students have been able to make long-term involvement commitments for leadership positions and participation in a variety of programs and activities. This report will highlight the Fall Career Services Fair.

CAREER SERVICES

- The Fall 2007 Career Fair brought 157 unique companies and 1,098 Students/Alumnae attending the two-day event in the Graham Center Ballrooms. This represents an 18% increase over last Fall.
- Two primary goals of participants were to meet with employers and search for internships, part-time and/or full-time jobs.
- The primary goal of the event was accomplished, with eighty-three percent of the students rating the event as good to excellent. The majority of students reported that they learned about Career Fair through the Office Website. The staff was rated second highest in marketing this event.
- Eighty-seven percent of the post-event evaluations from students/alumni rated the Career Fair as good or excellent. Ninety-one percent of the participants rated the Career Services Office staff as good or excellent in assisting them with their career readiness.
- Seventy-six (48%) of employers attending the Career Fair completed evaluations and rated the quality of the students who attended the event as good or excellent. Over seventy-eight percent of the employers rated students' resumes as good or excellent.
- For the very first time, companies conducted interviews with students immediately after the fair. These companies included Georgia Pacific, LA County Department of Public Works, US Patent Trademark Office, GE Corporate, Lowe's Companies, and EchoStar Communication.
- Evaluations continue to reflect high satisfaction from employers about service delivery of the staff of the Career Services.

Total	Fall 2007 Participation	Spring 2007 Participation
Students that pre-registered	498	296
Students that attended	1098	1258
Employers Registered Day #1	67 Companies and 69 Booths	46 Companies and 50 Booths
Employers Registered Day #2	103 Companies and 105 Booths	95 Employers and 105 Booths
Staff Participation (full-time and student assistants)	28	27

Category	Fall 2007	Spring 2007	Difference
Freshman	5 (0.46%)	14 (1 %)	-.54%
Sophomores	22 (2%)	15 (1%)	+1%
Junior	105 (9.56%)	47 (4%)	+5.56%
Senior	365 (33.24%)	220 (17%)	+16.24%
Alumni	105 (9.56%)	53 (4%)	+5.56%
Masters	285 (25.85%)	85 (7%)	+18.85%
Doctoral	25 (2.28%)	n/a	+2.28%
Post Grad	25 (2.28%)	n/a	+2.28%
Other:*** <small>(did not complete profiles with Career Services)</small>	161 (14.66%)	824 (66%)	-51.34%
Total Student Attendance	1098	1258	-12.72%

College	Fall 2007	Spring 2007	Differential
College of Arts and Sciences	73 (6.65%)	116 (9.22%)	-2.57%
College of Architecture & the Arts	5 (0.46%)	n/a	+0.46%
College of Business Administration	529 (48.18%)	123 (9.78%)	+38.40%
Chapman Graduate School	104 (9.47%)	12 (0.95%)	+8.52%
College of Engineering and Computing	253 (23.04%)	159 (12.64%)	+10.40%
College of Health and Urban Affairs	18 (1.64%)	16 (1.27%)	+0.37%
School of Journalism and Mass Communication	18 (1.64%)	8 (0.64%)	+1.00%
School of Hospitality and Tourism Management	4 (0.36%)	n/a	+0.36%
College of Education	4 (0.36%)	n/a	+0.36%
Law School	3 (0.27%)	n/a	+0.27%
Undecided	87 (7.92%)	n/a	+7.92%
Did not report	n/a	824 (65.50%)	-65.50%

PROGRAM AND ACTIVITY HIGHLIGHTS

- We are proud to announce the opening of the new recreation/fitness center at the Biscayne Bay Campus. The new facility has state of the art equipment and will provide tremendous opportunities for students, faculty and staff to be fit and healthy. The ceremony and open house was held on Friday, October 12, 2007, with excellent attendance.
- Gandhi Day of Service is a national day of service among colleges and universities. This year's tribute was jointly sponsored by FIU, the University of Miami, Miami-Dade College, and Nova Southeastern University. Over 150 FIU students spent the day at Virginia Key Park planting 200 palm trees and clearing away non-native plants.
- The Center for Leadership & Service (CLS) and the Disability Resource Center (DRC) have formed a partnership to promote leadership and service opportunities to college students with disabilities. The CLS and DRC are part of the Florida Local Inclusion Network Collaboration (LINCS) and the LINCS Educational Advisory Council subgroups (LEACS). The goal of the LEACS members is to increase the number of college students with disabilities who provide community serves and ultimately become community leaders.

This page intentionally left blank