# MINUTES

**Trustees Present:** Kevin Hyde, Sharon Wamble-King, Tom Bryan, Jill Davis, Annie Eagan, Wilfredo Gonzalez, Stephen Joost, Paul McElroy, Tom Patel, Ally Schneider, John White

**Trustees Absent** (Excused): Douglas Burnett, Adam Hollingsworth

## Item 1 – Call to Order

Chair Hyde called the meeting to order.

## Item 2 – Public Comment

Chair Hyde offered those in attendance the opportunity for public comment. There were no requests for public comment.

## Item 3 – Update from the President

President Szymanski began his update on enrollment numbers by highlighting that they are frequently changing and increasing. He stressed that many students are making decisions about whether or not they want to start college classes right now and/or come to campus. He relayed that, given the pandemic, students and families are making these decisions relatively late (and that is why the University is seeing so many changes in the numbers at this time). The President noted that the University’s headcount for Fall 2020 is 16,188, which is within 1.6% of the Fall 2019 headcount. He relayed that Fall 2020 credit hours were at 2,445 which is within 0.9% of the number of credit hours for Fall 2019. President Szymanski stated that the new FTIC count is 2436 and within 5.8% of the count last year. He added that the University is finding it is attracting more FTIC students from St. Johns County than it did last year, but that it is still a bit short in terms of attracting Duval County FTIC students. The President relayed that, in terms of new and continuing FTIC students, UNF has 321 students more than it did at this time last year (a 4.0% increase in students).

The President noted that UNF is in the ‘neighborhood’ in terms of many of its enrollment numbers and that they continue to track positively. He did, however, state that the University is facing a challenge with regard to its number of transfer students, as Florida’s two-year institutions are experiencing lower enrollment in associate of arts degree programs. The President stated that housing is at 64% of its capacity. He noted that the University allowed students the opportunity to get out of their initial lease obligations that they had previously signed in October and gave them time to think about whether they wanted to come to campus or not.

The President also spoke about academic program delivery. He stated that in Fall 2019, UNF had 80% of its students on campus, 20% participating in online courses and 0% participating in remote courses. The President compared that to the data for Fall 2020 and said that the University has 38% of its students on campus, 18% participating in online courses and 46% participating in remote courses. President Szymanski stressed that it is important for individuals to understand that there is a difference between taking online asynchronous classes and remote classes which have live capabilities and additional interactions. He relayed that there are many discussions about fees in academia nationally and noted that UNF is not charging fees for remote classes. He stated that the University is only charging fees related to online classes - for classes that have traditionally been online classes.

With regard to the budget, the President stated that there is a 6% holdback - monies held back with the University’s anticipation that there could be budget cuts. President Szymanski relayed that the University has also been asked to hold back an additional 2.5%, in case it is asked to make further reductions. He advised that the University must also make plans for revenue shortfalls. He highlighted that the University has been working on this, allocating funds and reserving funds, and, like all institutions, it is trying to grapple with uncertain future conditions. The President stated that the University is fortunate that it is in Florida, a state which cares about higher education and continues to invest in it. He added that while this is true, it is important that we are flexible – both the state system and the University.

The President next spoke about the University’s return to campus. He reminded the Board that the University is following CDC guidelines requiring masks, social distancing, sanitizing and frequent hand-washing. (The President noted that a mask is required except when one is in a private office.) President Szymanski reminded the Board that the University has a COVID-19 Task Force, that has done an immense amount of work in the last several months planning for contingencies and how to keep the Osprey community safe. He relayed that the University has asked individuals to work remotely when they can to help the UNF community practice social distancing, to stagger schedules when possible, and use protective plastic screens in the office. The President noted that the University is also eliminating common areas on campus, where people have previously gathered.

President Szymanski relayed that testing is available and that Dean Lox will provide the Board with some additional details. The President noted that there is a UNF alum who has a lab in Kentucky and the lab is able to process up to 10,000 tests a day, with a 2-3 day turnaround time for results. The President also relayed that an isolation protocol has been established and that there are dorms with outside entrances (singular rooms in which students who have tested positive for COVID-19 can isolate). The President reemphasized that campus safety is the shared responsibility of all individuals.

President Szymanski spoke of SUS leadership, stating that the Chairs of the Boards and the Presidents of all of the state universities have been speaking frequently to plan and troubleshoot about emerging conditions during the pandemic. He also noted that they are in continuous communication with the Florida Surgeon General - to identify and discuss the implementation of best practices as well as to situation monitor. The President shared that there are continuous meetings among all levels of leadership throughout the SUS. (In addition to the Chairs of Boards and Presidents meetings with SUS leaders and their counterparts, the President highlighted that senior executives throughout the state are meeting with their peers.) He reminded the Board that Bob Greenlaw was hired as the Task Force Coordinator and relayed that Bob has done an excellent job in the position.

The President asked Dr. Curt Lox, Dean, Brooks College of Health, to speak about the opening of the campus. Dean Lox relayed that students began to move on to campus on August 10, 2020. Dean Lox commended Mr. Robert Boyle, Senior Director of Housing and Residence Life and Ms. Doreen Perez, the University’s COVID-19 Healthcare Coordinator, for having been instrumental in the University’s work to move students back to campus. Dean Lox relayed that the appointments for move-ins have been spaced out in order to safeguard social distancing efforts. He stated that the University has requested that the students be tested before they arrive on campus, and that before they go into a building, they are screened. Dean Lox relayed that if a student’s test indicates that s/he may have been exposed or is experiencing symptoms that could be COVID-19, the University will move him or her (with his or herbelongings) directly into a quarantine or isolation room. Dean Lox advised that if an individual becomes symptomatic in the future, has an incident which s/he feels may have exposed them to COVID-19 or tests positive, there are additional rooms that the University has set aside so that he or she can isolate. (Dean Lox relayed that there are more than 40 rooms available for this purpose.) He advised that for individuals who need to stay in these quarantine/isolation rooms, the University has tele-health and tele-mental health services available.

Dean Lox relayed that the move-ins have gone well, but shared that the testing has been delayed a bit; he relayed that if the University does have a student who is symptomatic or thinks s/he has been exposed to COVID-19, they will be get a test next week. (He noted that, should the University need it, it has several backups/relationships with local providers who could provide tests (PCR tests) quickly and provide results within 24-48 hours. Dean Lox reiterated the President’s reference to Gravity Diagnostics, a laboratory in Kentucky owned by a UNF alum, which has a high capacity for processing tests daily and doing so in a cost-effective way.

Trustee Egan asked Dean Lox how many testing kits the University has. He relayed that he did not have that information on hand, but that the University has not had a shortage. Trustee Egan advised that while labs often promise fast results, receiving a replenished supply of kits can be slow. Dean Lox advised that this is why the University has developed backup plans to use several other labs should it need to.

Dean Lox relayed that the University has begun to test athletes and that, thus far, there have not been any issues. He stated that with regard to faculty and staff - in terms of testing - the priority lies with those faculty who will have frequent in-person contact with students. But, Dean Lox stated, all faculty and staff who believe they have symptoms or have had exposure will be able to take a test on campus. He relayed that this will continue throughout the semester. Dean Lox stated that the University will be testing athletes, students in the residence halls and student-facing staff and conducting approximately 500 tests per week. He noted that there are separate testing sites for faculty and staff and for students.

Dean Lox advised that the University is asking each person to complete a screening via an app, before any day that they come to campus. He relayed that next week, the University will receive the first report from its Surveillance Coordinator, which will allow the University to view related data (-how many tests the University has administered, how many positive have resulted, absenteeism rates for the University’s classrooms, etc.). Dean Lox stated that this process will allow the University to compare the data with data from adjacent counties.

Chair Hyde asked the Trustees if they had questions for the President or Dean Lox. Trustee Schneider asked, in the context of UNF having a higher percentage of students on campus than other SUS institutions, why this is the case and if there were any associated concerns. President Szymanski stated that the University is at the median in terms of how many students are on campus. He relayed that the University wants to respond to those students who want to have an on-campus experience, but that, at the same time, the University also wants to make sure those experiences are as safe as possible.

Trustee McElroy congratulated President Szymanski, Mr. Greenlaw, and the team on the good work it has done and relayed that he has found that, after isolating/quarantining individuals, it is the return of those individuals which can pose some challenges. He stated that it is sometimes difficult to discern the definition of “exposure.” He added that there seems to be some ambiguity as to when individuals should return (among various types of circumstances). Trustee McElroy encouraged the University to put good thought into how it reintegrates individuals who have quarantined or self-isolated. President Szymanski thanked Trustee McElroy for raising these pointes and stated that the University has been grappling with them. The President highlighted that each faculty member has a backup faculty member who would be able to teach his or her course(s) if the need arises. The President also emphasized the importance of the University community consistently wearing masks. He took a moment to congratulate Trustee and Student Body President Ally Schneider, the Student Government, and the fraternities and sororities on campus for a planned project in which these groups will have backpacks with supplies of masks, in public areas, to provide to students who may have forgotten their masks, so that no student will be without one on campus.

Chair Hyde thanked the President and UNF team for all of their work. He asked President Szymanski to present the next item.

## Item 4 – 2021- 2022 Legislative Budget Request

President Szymanski spoke to the Board about the Legislative Budget Request (LBR). He referenced Governor DeSantis’ recent approval of funds for UNF’s MEDNexus initiative and stated that the University wants to continue to build on the initiative with the next LBR for this and the next two fiscal years. He relayed that MEDNexus will bring partners together – universities, colleges, high schools, hospitals, medical schools, rehabilitation centers and technological partners. Its aim will be to develop unique, experiential learning opportunities through immersion in existing health facilities, classes taught by experienced healthcare professionals, and research that is problem specific and company sponsored.

President Szymanski stated that the University has been fortunate to received funding for this important initiative and that it appreciates the Board of Governors’ and Governor DeSantis’ support. He reminded the Board, that for FY2020-2021, the University received $6M in state funding for the initiative. He added that the City of Palm Coast has provided $1.5M for the initiative and Advent Health has provided $500K. He advised that these funds will be important as the University beta tests the programs MEDNexus will provide to educate future generations. President Szymanski noted that MEDNexus is a hub-and-spoke model, with UNF as the hub.

President Szymanski provided an overview of the four-year buildout for MEDNexus. He reminded the Board that, with research and planning, the University determined the initiative required $24M in funding, which was submitted in the initial FY 2020-2021 LBR. He relayed that the Board of Governors approved $12M and the Governor’s final approval was $6M. He noted that the University will spread the initial $24M amount of funding MEDNexus requires and request the funds over four fiscal years as it builds out and executes on the initiative.

President Szymanski reviewed the plans for the first year of MEDNexus (MEDNexus 1.0), with its focus on building infrastructure. He noted that the initiative will require labs (such as a simulation lab, skills center and medtech labs), space, equipment, staff and nursing faculty. The President stressed that scholarships will also be important, as the University wants to attract and retain students for the programs within MEDNexus.

The President next reviewed plans for the second year of MEDNexus (MedNexus 2.0), with its focus on building faculty by adding six nursing faculty, five health informatics faculty, and three physical therapy faculty. He relayed that in MEDNexus’ second year, the University will also invest in additional equipment. The President emphasized that scholarships for students will continue to be important for the initiative.

For years three, MEDNexus 3.0, and four, MEDNexus 4.0, the President stated the initiative’s focus will be on building innovation and new programs. He added that the University will be investing in healthcare technology, digital health, occupational therapy, and genetic counseling capabilities.

President Szymanski spoke about non-recurring and recurring funding for MEDNexus 1.0

FY 2020-2021. He reviewed how non-recurring funds will be directed – to the simulation lab, the med tech lab (mass spectrometer), skills lab (nursing, DNP Mental Health) and how recurring funds will be directed (lease for UNF campus simulation lab), salaries for faculty and staff, general operations costs (chemicals, A/V, supplies, etc.) and student scholarships.

The President next spoke of how recurring and non-recurring funds would be allocated for MEDNexus 2.0 during FY 2021-2022. He advised that recurring funds will be distributed for faculty salary costs for key faculty positions in the areas of health informatics and analytics, computer science and physical therapy, as well as staffing costs. The President spoke of recurring funds also supporting UNF’s development of its 3d printing capabilities and noted that the University has an important partnership with Johnson & Johnson. President Szymanski emphasized that recurring funds would also be directed to student scholarships. The President relayed that non-recurring funds will assist with purchasing equipment and supplies.

The President concluded his presentation on the 2021-2022 LBR by emphasizing that MEDNexus will be leveraging synergies between UNF and healthcare delivery and research institutions in northeast Florida to educate future generations in areas where there will be a skills shortage. He highlighted that UNF is the #1 jobs university in the state university system and that when students come to the University, they stay in the area and become part of the economy. He underscored that state investments in UNF have a strong return on investment.

Chair Hyde asked if there were any questions for the President. Trustee Gonzalez asked if the University has sought federal monies to coordinate MEDNexus’ activities with the Naval Air Station Jacksonville and the Naval Station Mayport. The President relayed that the University has not done so at this time.

Chair Hyde asked if there were any additional questions. There being none, Chair Hyde asked for a MOTION TO APPROVE the 2020-2021 Legislative Budget Request. Trustee McElroy made a MOTION to APPROVE and Trustee Egan SECONDED. The 2021-2022 Legislative Budget Request was approved unanimously by the Board.

President Szymanski stated that Vice President Duncan has done a “phenomenal job” in support of the University’s initiatives and thanked her for her advocacy on UNF’s behalf.

Chair Hyde introduced Mr. Sorrell, Senior Associate General Counsel to present agenda items 5, 6 and 7.

## Item 5 – Proposed New Regulation and Repeal of Regulation – 5.0010R Student Code of Conduct

Mr. Sorrell spoke of the proposed new Student Code of Conduct, which governs behavioral expectations for students. He highlighted that the breadth of the regulation had been clarified to explicitly include students who are taking courses at UNF (whether they are enrolled in credit classes or not). Mr. Sorrell stated that the sanctions section of the regulation had also been expanded. He noted that in the past there had been some question as to whether or not the information in the sanctions section had been an exhaustive list or provided examples. He relayed that the language now makes it clear that the section contains examples of sanction options.

Mr. Sorrell relayed that the proposed new regulation contains information about an alternative dispute resolution process. He stated that staff in the Student Conduct Office have received training on facilitating the resolution of certain matters.

Mr. Sorrell stated that the largest number of changes made to the proposed new regulation are a result of federal changes related to Title IX. Mr. Sorrell reminded those in attendance that Title IX is the law that requires universities to act when they are aware that sexual misconduct (including sexual assault, rape, and other instances of sexual misconduct) has taken place. He relayed that the federal government has recently changed Title IX in significant ways that pertain to how universities must address complaints of sexual harassment and process cases that come to their attention.

Mr. Sorrell noted that, because of the changes in the federal regulation, there will be significant changes in how the University handles cases. He stated that for example, with regard to student conduct, previously Title IX matters would be investigated by the Equal Opportunity and Inclusion office. The cases would then be forwarded to the Student Conduct Office, with a recommendation from the Equal Opportunity and Inclusion office as to whether or not there was probable cause. Now, Mr. Sorrell stated, the Title IX cases will still be investigated by the Equal Opportunity and Inclusion office, but there will not be the same level of recommendation and decision-making at that stage of the investigation. He stated that instead, factfinding will be done by a decision-maker in what is essentially a court-like process. Mr. Sorrell relayed that the University plans to engage with an administrative law judge to hear these cases.

Mr. Sorrell stated that the Department of Education has stated that it has made the changes to Title IX to ensure that respondents (those accused of sexual misconduct) experience a fair investigative process. Mr. Sorrell stated that he thinks that the University will be able to

continue to provide due process to those accused of sexual misconduct while offering a compassionate response to those who are victims of such conduct.

Trustee White asked whether or not there are concerns that these changes might discourage individuals, primarily women, from reporting sexual misconduct. Mr. Sorrell stated that victims’ rights advocates have expressed that changes to Title IX are dissuading victims from reporting, and creating additional layers of process that may cause victims to not follow through on reporting. He relayed that there is now a requirement for cross examination of victims and that victims’ advocates have stated that victims could potentially experience trauma related to this requirement. Mr. Sorrell stated that the University is required to comply with the cross-examination requirement and that it has been working to minimize the potential impact of cross examination of victims. He relayed that the University has been working with its victims advocacy group. Mr. Sorrell stated that the victims advocacy group is working with the Equal Opportunity and Inclusion office to determine how they can extend their services. Mr. Sorrell stated that there are additional supportive measures offered throughout the process. He relayed that, for each case, the University must offer supportive measures to victims even if a victim does not want to proceed forward with a case.

Chair Hyde noted that the changes to Title IX are comprehensive and that he would like to set aside time during a meeting in the fall to discuss further and better understand what the impact and practical implications of these regulations will be on the University’s students.

Trustee Schneider asked a follow-up question about the purpose of discussing the regulations after approving them. Chair Hyde stated that the Board was voting to approve the proposed new regulations to make the regulations conform to the changes in Title IX and that future discussions would focus on the University’s practical implementation of the new regulations.

Trustee Egan asked the purpose of the Board voting on the regulations if they are federally mandated. Mr. Sorrell relayed that the federal mandate is that the University must adopt policies and regulations. He stated that one of the reasons the Board must act on these regulations is that it must approve the changes incorporated in the regulations so that they comply with the changes in Title IX. Mr. Sorrell stated that an additional reason the Board needs to vote on the regulations is that there are some discretionary items within the federal regulation. As an example, he relayed that under the federal regulation, the University is permitted to establish an evidentiary standard. Mr. Sorrell stated that UNF has set its evidentiary standard, in consultation with the General Counsel of the other SUS institutions and the Board of Governors General Counsel and that is included in what is being presented to the Board today.

Trustee Schneider asked by when the federal government requires universities to adopt the regulations. Mr. Sorrell relayed that the regulations need to be implemented by August 14. Trustee Egan asked, after the Board approves them, when it further discusses implementation, whether or not it will have the opportunity to make any changes to the regulation it deems necessary. Mr. Sorrell relayed that the Board and University have the opportunity to change its regulations at any time. He stated that the University has a process by which it notices its intent to change a regulation to give constituents a chance to share comments before the Board considers changes for final approval.

Chair Hyde asked if there were further questions. There being none, Chair Hyde asked for a MOTION to APPROVE the proposed new Student Code of Conduct. Trustee Egan made a MOTION to APPROVE, and Trustee Schneider SECONDED. The proposed new regulation was unanimously approved by the Board.

Chair Hyde asked for a MOTION to REPEAL the previous Student Code of Conduct. Trustee Egan made a MOTION to REPEAL and Vice Chair Wamble-King SECONDED. The Board voted to unanimously repeal the previous Student Code of Conduct.

## Item 6 – Proposed New Regulation and Repeal of Regulation – 1.0050R Sexual Misconduct (Title IX) Sexual Harassment

Chair Hyde asked Mr. Sorrell to continue by presenting the next agenda item. With respect to Title IX, Mr. Sorrell relayed that the federal regulation has curtailed jurisdiction and, in order for a case to be a Title IX case, it has to occur as part of a program or educational activity. He noted that the federal regulation excludes instances of sexual assault off campus. Mr. Sorrell stated that previously, if a student conducted a sexual assault off campus, the University would pursue it as a disciplinary case. If the University determined the student did conduct the assault, it would impose discipline on the student. Mr. Sorrell stated that the new federal regulations state that the University must dismiss those cases under Title IX, but they do provide an avenue to continue to address it as a student conduct violation. Mr. Sorrell stated that the University has drafted the Sexual Misconduct policy to state that in addition to there being a set of cases referred to as Title IX Sexual Misconduct and Sexual Harassment, there is also another set of cases of Sexual Misconduct and Sexual Harassment as described in the policy that exist in order to protect the health and safety of the University community. Mr. Sorrell stated that in the policy, there is a University requirement that anyone who is aware of sexual misconduct must report it. He highlighted that, due to federal regulatory changes, in the investigatory process there is much more access to evidence. He stated that during the investigatory process all evidence collected by the Equal Opportunity and Inclusion office must be made available to both parties, and the parties can make comments on it. Mr. Sorrell added that both parties are able to review the report that the Equal Opportunity and Inclusion office generates after investigating (prior to the Equal Opportunity and Inclusion office submitting the report) so that the parties can review the summary of evidence and have input.

Mr. Sorrell stated that supportive measures are offered to all individuals who make a complaint, whether or not they want to proceed with an investigation. He added that if the respondent is not found responsible, the complainant will still receive supportive measures coordinated through the Title IX Coordinator. Mr. Sorrell also stated that the federal regulation provides clarity on when the University must investigate. He relayed that, with regard to hearing cases, previously cases were often heard by a panel. As a result of the federal and state-level changes, there may now be one decision-maker. Mr. Sorrell restated that the University intends to contract the services of administrative law judges to hear these cases.

Chair Hyde asked if there were any questions. There being none, Chair Hyde asked for a MOTION to APPROVE the proposed new regulation 1.0050R Sexual Misconduct (Title IX) Sexual Harassment. Trustee Schneider made a MOTION to APPROVE and Trustee Patel SECONDED. The Board unanimously approved the new regulation.

Chair Hyde asked for a MOTION to REPEAL the previous regulation. Trustee Gonzalez made a MOTION to REPEAL, and Trustee McElroy SECONDED. The Board voted to unanimously repeal the previous regulation.

## Item 7 – Proposed New Regulation and Repeal of Regulation – 1.0040R Non-discrimination Equal Opportunity and Diversity

Chair Hyde asked Mr. Sorrell to present the next agenda item. Mr. Sorrell stated that there are enough changes in the University’s non-discrimination regulation that the University has decided to reissue it and repeal the former regulation. He stated that many of the changes involve harmonizing it to make it more easily readable and consistent. Mr. Sorrell advised that the University has also explicitly recognized under this regulation certain characteristics that have been protected by law. He stated that added to the protective classes are citizenship with regard to employment matters, HIV-AIDS and sickle-cell trait. Mr. Sorrell stated that the University has expanded the provision to emphasize the need for reasonable accommodation on the basis of disability and religion. He added that the University will provide them and view a failure to provide them as a violation of the regulation. Mr. Sorrell stated that the University has also clarified that those who would interfere with the University’s regulations or attempt to coerce someone not to participate would be considered violating this regulation.

Trustee White asked Mr. Sorrell to provide further about citizenship in employment matters being included as a protected class. Mr. Sorrell stated that there are individuals who come to the U.S. who are lawfully authorized to work but are citizens of another country. He stated that under federal law, institutions are not allowed to discriminate against these individuals because of their citizenship.

Chair Hyde asked if there were additional questions. There being none, Chair Hyde asked for a MOTION to APPROVE the proposed new 1.0040R Non-discrimination Equal Opportunity andDiversity regulation. Trustee Egan made a MOTION to APPROVE, and Trustee White SECONDED. The Board unanimously approved the new regulation.

Chair Hyde asked for a MOTION to REPEAL the previous regulation. Trustee Patel made a MOTION to REPEAL and Trustee Gonzalez SECONDED. The Board voted to unanimously repeal the previous regulation.

## Item 8 – Textbook and Instructional Materials Affordability Report

Vice President Coleman reminded the Board that, per Florida statute, the University is required to submit this report each year. He highlighted that the report includes information on the selection process by which textbooks and materials are chosen, initiatives the University has designed to reduce costs of textbook and instructional materials, University policies, and information on any course sections that are unable to meet the posting deadline. Vice President Coleman noted that courses are required to provide information about textbooks 45 days prior to the start of classes.

Vice President Coleman relayed that the faculty have ownership of the selection of their textbooks and materials. He noted that some departments with multiple sections adopt a standard set by faculty agreement. He stated that departments also use the following strategies to decrease costs:

* centralized committees to review adoptions

• usage of “lead faculty models” where senior faculty adopt for adjuncts

• increased promotion of open educational resource (OER) workshops provided by the Center for Instructional and Research Technology (CIRT) and the Library

Vice President Coleman noted that large departments (i.e. Biology) with high general education enrollments are in the process of considering department-wide adoptions of OER materials.

Vice President Coleman also spoke about initiatives the University has in place to reduce costs. UNF participates in the *Affordability Counts* initiative. Vice President Coleman relayed that the cost of textbooks and instructional materials for 224 of the University’s courses have been certified as low cost. He stated that the average cost of textbooks and instructional materials in these courses is $5 per credit (which, he noted, is far below the required $20 threshold). Vice President Coleman advised that the UNF Textbook Coordinating Council meets regularly to raise awareness of costs and promote cost-saving options for the faculty. He also relayed that faculty are using the *Follet Discover* tool, which helps faculty confirm costs of textbooks before adopting them and provides recommendations for lower cost materials.

Vice President Coleman shared that 78 faculty members have participated in the University’s *Open Education Resources Initiative*, saving students over $383K in textbook and instructional materials costs and that over 3,000 students have been impacted by these cost savings.

Vice President Coleman outlined the UNF Bookstore’s initiatives, which include

* offering a price-matching guarantee for textbooks and materials found on Amazon and in Barnes & Noble and local campus competitors
* implementing *Follett Access*
* partnering with Lumen Learning to use their digital courseware called *Waymaker*, which is available to students for $25

Vice President Coleman also spoke of the Library’s initiatives which include:

* continuing to offer books on reserve
* working with partners across the University to establish a working group to develop strategies and incentives to encourage faculty to use OER
* receiving grant proposals from faculty to redesign courses using OER

Vice President Coleman next spoke of compliance and stated that there is a 95% goal for compliance with the deadline for posting required textbooks and instructional materials 45 days prior to the start of courses. He noted that in Fall 2019, 96.4% of the 2,650 sections were in compliance and in Spring 2020, 92.6% of the 2491 of sections were in compliance. He relayed that there was a change in Bookstore management in November 2019 that impacted the adoption process for Spring 2020.

Vice President Coleman noted that there are instances in which a section recorded as reporting on time may later be noted as non-compliant, some of which can result in cost-savings for students. He stated that this can happen when an instructor is changed or added to a previously “TBD” section; when cheaper, loose-leaf, e-books and/or digital versions are made available; when an adoption record was accessed and saved but no changes were made; when faculty members inadvertently submit duplicate adoptions that already exist in the system; when the Bookstore suggests additional supporting course materials; and when material usage codes are changed per faculty request and corrections need to be made.

Vice President Coleman spoke of actions the University will take going forward. He stated that this will include continuing initiatives to use more OER materials, participating in *Affordability Counts*, and continuing the work of the Textbook Coordinating Council, while also more rigorously enforcing deadlines. He noted that the University is working with department chairs and requiring Academic Affairs approval of late/changed adoptions. It will also explore options to facilitate university access to Bookstore data.

Chair Hyde asked the Board if they had any questions for Vice President Coleman. There being none, Chair Hyde asked for a MOTION to APPROVE the Textbook and Instructional Materials Affordability Report. Trustee White made a MOTION to APPROVE and Trustee McElroy SECONDED. The Report was unanimously approved by the Board.

## Item 9 – Upcoming Meetings – Chair Hyde

Chair Hyde spoke to the Board about the upcoming Board meetings. He stated that, given the virtual environment, the Board retreat that typically takes place in September will be cancelled and held at a later date. He noted that the University anticipates that the September 10, 2020 Board business meeting and the October 15, 2020 quarterly meeting will also take place virtually. Chair Hyde also advised that, as the University had done with its June quarterly meeting, it will work to schedule October virtual committee meetings a few days prior to the October 15, 2020 Board Meeting.

## Item 10 – Adjournment

Chair Hyde adjourned the meeting at 12:30 pm.