



**Academic & Student Affairs Committee Meeting**  
University of North Florida  
Virtual  
2024-09-23 12:00 - 12:45 EDT

**Table of Contents**

**I. Call to Order.....2**

**II. Public Comment**

**III. Action Items:**

**A. ASA-1: Consent Agenda.....3**

**B. ASA-2: Self-supporting and Market Tuition Rate College-Credit Programs  
    Annual Report, 2023-24.....4**

**C. ASA-3: Annual Textbook and Instructional Materials Affordability Report  
    (August 2023 - July 2024).....6**

**D.ASA-4: Foreign Influence Annual Report (July 2023 - June 2024).....7**

**E.ASA-5: General Education Courses for the 2025-2026 Academic Year.....8**

**IV. Discussion Items:**

**A.DISC-1: BOG Regulation 10.002 - Sponsored Research.....9**

**B.DISC-2: Academic and Student Affairs FY25 Annual Work Plan.....10**

**C.DISC-3: Provost Quarterly: Around the Nest.....11**

**V. Adjournment**



## Academic & Student Affairs Committee Meeting

University of North Florida

Monday, September 23, 2024 at 12:00 PM to 12:45 PM

Virtual

### Agenda

#### I. Call to Order

#### II. Public Comment

#### III. Action Items:

**A. ASA-1: Consent Agenda**

**B. ASA-2: Self-supporting and Market Tuition Rate College-Credit Programs Annual Report, 2023-24** **12:00 PM**

Presenter: Dr. John Kantner, Senior Associate Provost of Faculty & Research

**C. ASA-3: Annual Textbook and Instructional Materials Affordability Report (August 2023 - July 2024)** **12:05 PM**

Presenter: Dr. Karen Patterson, Provost and Vice President of Academic Affairs and Student Affairs

**D. ASA-4: Foreign Influence Annual Report (July 2023 - June 2024)** **12:15 PM**

Presenter: Dr. John Kantner, Senior Associate Provost of Faculty & Research

**E. ASA-5: General Education Approval** **12:20 PM**

Presenter: Dr. Kaveri Subrahmanyam, Dean, College of Arts and Sciences

#### IV. Discussion Items:

**A. DISC-1: BOG Regulation 10.002 - Sponsored Research** **12:25 PM**

Presenter: Dr. John Kantner, Senior Associate Provost of Faculty & Research

**B. DISC-2: Academic and Student Affairs FY25 Annual Work Plan** **12:30 PM**

Presenter: Dr. Karen Patterson, Provost and Vice President of Academic Affairs and Student Affairs

**C. DISC-3: Provost Quarterly: Around the Nest** **12:40 PM**

Presenter: Dr. Susan Perez, Associate Provost, Office of Student Success

#### V. Adjournment



Board of Trustees

Item # ASA-1  
Action Item

UNF Board of Trustees  
**Academic and Student Affairs Committee**

*September 23, 2024*

**Subject:** Approval of June 10, 2024 Academic and Student Affairs Committee Meeting Minutes

---

**Recommended Action:**

Approval of June 10, 2024 Academic and Student Affairs Committee Meeting Minutes

**Background Information:**

Committee members will review and approve the Minutes of the Academic and Student Affairs Committee meeting held on June 10, 2024

---

**Supporting documentation:**

1. [June 10, 2024 Academic and Student Affairs Committee Meeting Minutes](#)

**Presenter:**

Ali Korman Shelton, Chair of Academic and Student Affairs Committee



**UNF Board of Trustees  
Academic and Student Affairs Committee**

*September 23, 2024*

**Subject:** Approval of Self-supporting and Market Tuition Rate College-Credit Programs Annual Report, 2023-24

---

**Recommended Action:**

Approval of the Self-supporting and Market Tuition Rate College-Credit Programs Annual Report, 2023-2024

**Background Information:**

Board of Governors Regulation 8.002 requires universities to provide an annual report on self-supporting and market tuition rate college-credit programs. Market Tuition Rate is defined as a tuition rate that is competitively aligned with comparable programs offered by public and independent institutions located both in-state and out-of-state.

The report must be approved by the University's board of trustees prior BOG submission deadline of October 1, 2024.

The report includes the required information for UNF's two market-rate programs:

- the MS in Nutrition and Dietetics-Online
- the Post-MSN DNP- Online.

**Supporting documentation:**

---

1. BOG Market Rate Program Report
2. UNF FY 2023-24 Self Supporting Market Rate Report

**Presenter:**

John Kantner, Senior Associate Provost of Faculty & Research

# SELF-SUPPORTING AND MARKET PROGRAMS FY2023-2024

Program	Type	Enrollment	Fiscal	
			Revenues	Expenditures
Master of Science in Nutrition and Dietetics Online	Market Rate	20	\$42,336.96	\$17,835.21
POST MSN-Doctor of Nursing Practice Online	Market Rate	80	\$346,724.04	\$347,342.42



**UNF Board of Trustees  
Academic and Student Affairs Committee**

*September 23, 2024*

**Subject:** Textbook and Instructional Materials Affordability and Transparency Annual Report

---

**Recommended Action:**

Approval of Textbook and Instructional Materials Affordability and Transparency Annual Report

**Background Information:**

Section 1004.085, Florida Statutes, Education Access and Affordability, requires the Board of Governors and the State Board of Education to annually identify strategies to promote college affordability. Under this statute, all State University System institutions are required to submit a Textbook and Instructional Materials Affordability and Transparency Report that describes the institutional processes of selecting, adopting and posting course materials as well as course syllabi. In addition, the report must include an overview of institutional initiatives and policies designed to reduce the costs of course materials and promote college affordability.

Pursuant to Florida Board of Governors Regulation 8.003, Textbook and Instructional Materials Affordability and Transparency, each university board of trustees shall provide a report, by September 30 of each year, to the Chancellor of the State University System, in a format determined by the Chancellor

---

**Supporting documentation:**

1. Textbook and Instructional Materials Affordability and Transparency Annual Report

**Presenter:**

Dr. Karen Patterson, Provost and Vice President of Academic Affairs and Student Affairs



**UNF Board of Trustees  
Academic and Student Affairs Committee**

*September 23, 2024*

**Subject:** Foreign Influence Annual Report (July 2023-June 2024)

---

**Recommended Action:**

Approval of Foreign Influence Annual Report (July 2023-June 2024)

**Background Information:**

Regulation 9.012 by the Florida Board of Governors addresses the influence of foreign entities on state universities. It defines key terms such as “Foreign Country of Concern,” which includes nations like China, Russia, Iran, North Korea, Cuba, Venezuela, and Syria, and “Foreign Source,” referring to any foreign government, legal entity, or individual who is not a U.S. citizen. The regulation imposes restrictions on universities, prohibiting them from accepting gifts, grants, or entering into agreements with entities from these foreign countries without prior approval from the Board of Governors. Additionally, any such agreements must be reported semi-annually. The regulation also mandates that gifts valued at \$50,000 or more from foreign sources must be reported, and institutions are required to designate a Research Integrity Office to oversee compliance. This regulation aims to ensure transparency and safeguard against undue foreign influence in Florida’s higher education system.

Starting in 2024, each state university board of trustees must annually submit a report to the Board of Governors for approval. This report should detail all grant programs, agreements, partnerships, and contracts with colleges and universities based in foreign countries of concern, as well as with foreign principals. The report must include data on these collaborations, any physical locations used or maintained in these countries, and the expected termination dates of these agreements.

---

**Supporting documentation:**

1. [BOG Regulation 9.0012 Foreign Influence](#)
2. Foreign Influence Report

**Presenter:**

John Kantner, Senior Associate Provost of Faculty & Research



**UNF Board of Trustees**  
**Academic and Student Affairs Committee**  
*September 23, 2024*

**Subject: General Education Courses for the 2025-2026 Academic Year**

---

**Recommended Action:**

Approval of general education courses for the 2025-2026 Academic Year

**Background Information:**

The UNF BOT approved the University's General Education curriculum submission on June 13, 2024. Upon additional new guidance by the BOG, a revised General education Curriculum was approved for BOG submission on August 15, 2024 by the BOT.

The revised excel file of general education courses that addresses Board of Governors' feedback on August submission will be presented for Board consideration.

---

**Supporting documentation:**

1. Excel document with a list of general education courses
2. PowerPoint slide for presentation
3. Revised general education program

**Presenter:**

Kaveri Subrahmanyam, Dean, College of Arts and Sciences





**UNF Board of Trustees  
Board Meeting**

*September 23, 2024*

**Subject:** Regulation 10.002 – Sponsored Research Certification (October 2023 - September 2024)

---

**Recommended Action:**

No action is necessary. This item is only informational.

**Background Information:**

In accordance with Board of Governors Regulation 10.002, Sponsored Research, each State University System institution shall annually certify to the Board of Governors that it has policies in place to negotiate, enter into, and execute research contracts including, but not limited to, policies for solicitation and acceptance of research grants and research donations, policies for the collection of fees and research donations in the context of university-sponsored research, and policies relating to the appropriate use of research funds.

Additionally, each certification will further ensure that research activities comply with applicable laws and the mission and long-term plans of the university. State University System institutions must complete the attached certification form and submit a signed copy no later than October 1, 2024.

---

**Supporting documentation:**

1. Sponsored Research Certification Form 2024
2. Sponsored Research Certification Slide

**Presenter:**

John Kantner, Senior Associate Provost of Faculty & Research



**UNF Board of Trustees  
Academic and Student Affairs Committee**

*September 23, 2024*

**Subject:** Academic and Student Affairs Committee FY25 Annual Work Plan

---

**Recommended Action:**

No action is necessary. This item is for discussion only.

**Background Information:**

The Committee Work Plan serves as a roadmap for the committee's activities, ensuring that all necessary approvals are noted and that the committee is regularly informed of important developments in academic and student affairs.

The FY25 Academic and Student Affairs Work Plan outlines the key items that the Committee will review throughout this fiscal year. This plan includes a list of approval and informational items, ensuring that the committee remains informed and engaged in the committee's work.

---

**Supporting documentation:**

1. FY25 Academic and Student Affairs Annual Work Plan

**Presenter:**

Karen Patterson, Provost and Vice President of Academic Affairs and Student Affairs



**UNF Board of Trustees  
Academic and Student Affairs Committee**

*September 23, 2024*

**Subject:** Provost's Quarterly: Around the Nest - Student Success from Enrollment to Employment and Beyond

---

**Recommended Action:**

No action necessary. It is presented as an informational item.

**Background Information:**

Provost's Quarterly: Around the Nest is a quarterly ASA presentation. Each quarterly presentation focuses on one of the four UNF's Strategic Plan areas of focus. 1) Ensure Student Success from Enrollment to Employment and Beyond 2) Inspire Relevant Research and Impactful Innovation 3) Expand [Mutually Rewarding/Beneficial] Partnerships with the Community 4) Accelerate the Success of Faculty and Staff

Dr. Susan Perez will review the results of last year's Retention Action Plan and introduce this year's Graduation Action Plan

---

**Supporting documentation:**

1. Graduation Action Plan

**Presenter:**

Susan Perez, Associate Provost, Office of Student Success