# Attendance

## Trustees Present:

Allison Korman Shelton (Chair), Kevin Hyde (ex officio), Jason Barrett, James Beasley, Amelia Dyal, Chris Lazzara, Paul McElroy, Steve Moore

## Trustees Absent:

Jay Demetree

# Minutes

## Call to Order

Chair Korman Shelton called the meeting to order at 12:00 PM. Karen Stone, Vice President and General Counsel, confirmed quorum and conducted a roll call.

## Public Comment

## Action Items

### ASA-1: Consent Agenda

* Draft June 12, 2025 Academic and Student Affairs Committee meeting minutes

Chair Korman Shelton asked for a MOTION to approve the June 12, 2025, Academic and Student Affairs Committee Meeting Minutes. Trustee Lazzara made a MOTION to APPROVE, Trustee Moore SECONDED the motion, and the committee unanimously approved the minutes.

### ASA-2: Proposed Amended Regulation: 1.0050R - Sexual Misconduct and Title IX Sexual Harassment

Robyn Blank, Associate Vice President and Chief Compliance and Ethics Officer, presented the proposed amended regulation 1.0050R – Sexual Misconduct and Title IX Sexual Harassment. This regulation serves as UNF’s comprehensive prohibition against all forms of sex discrimination, applicable to students under Title IX and to employees under Title VII.

Ms. Blank noted that the regulation outlines investigative and formal hearing procedures for adjudicating allegations of sex discrimination, including sexual harassment under Title IX, which follows adjudicatory standards established by the U.S. Department of Education’s 2020 rule.

The regulation was last revised in 2021 and that the current version reflected over four months of collaborative work between the Office of Title IX and Civil Rights, the Office of the General Counsel, and various campus stakeholders. The revision process included benchmarking against discrimination policies at other State University System institutions.

Key updates included revised references and language to align with current federal and state guidance, and the renaming of the investigative office to the Office of Title IX and Civil Rights. Definitions of “responsible employee” and “confidential employee” were updated to clarify reporting obligations, consistent with revisions made to Regulation 1.0040R.

Ms. Blank emphasized that the listing of protected class categories and definitions had been reviewed to ensure alignment with applicable state and federal law for both employees and students. These updates were reflected in the version provided to the committee.

All procedural requirements were met, including review by CEROC and Cabinet, completion of the 30-day notice and comment period, and distribution to constituent groups for feedback. There were no comments received. Due to its impact on students, the regulation was presented to this committee and would also be reviewed by the Finance and Facilities committee, as it governs employees, contractors, and visitors. Ms. Blank requested a vote and offered the opportunity for questions.

Hearing no questions, Chair Korman Shelton asked for a MOTION to approve the proposed amendment to Regulation 1.0050R – Sexual Misconduct and Title IX Sexual Harassment. Trustee McElroy made a MOTION to APPROVE and Trustee Lazzara SECONDED. The committee unanimously approved the motion.

### ASA-3: Self-supporting and Market Tuition Rate College-Credit Programs Annual Report, 2024-25

Dr. John Kantner, Senior Associate Provost of Faculty & Research, presented the annual report required under Board of Governors Regulation 8.002, which governs self-supporting and market tuition rate programs. These programs operate outside of standard tuition structures and are funded through a special auxiliary account. Program expenses are paid from this account, and any net revenues can be reinvested into the college to support similar educational activities or student financial aid.

Dr. Kantner stated that the university currently offers two market rate degree programs and no self-supporting programs. He reviewed the information posted publicly for students, noting that each market rate program has a corresponding traditional tuition program under the same SIP code. However, the concentrations differ.

For the MS in Nutrition & Dietetics, the traditional tuition program is designed for students seeking to become registered dietitian nutritionists. The market rate program is intended for students who are already credentialed and are pursuing a master’s degree to expand their expertise.

For the post-MSN Doctor of Nursing Practice (DNP) program, the traditional tuition program follows a general DNP curriculum. The market rate program is a specialized concentration for nurses focused on psychiatric mental health.

Dr. Kantner then reviewed enrollment trends. The MS in Nutrition & Dietetics program experienced prior declines but has since improved due to curriculum updates and changes in certification requirements that now mandate a master’s degree. The DNP market rate program is developing hospital partnerships to stabilize and grow enrollment.

Despite fluctuations in enrollment, Dr. Kantner stated that revenues remained stable relative to expenses. The DNP market rate program experienced a slight loss in fiscal year 2024, but prior fund balances offset the decline. Fiscal year 2025 showed healthy revenue performance.

Dr. Kantner concluded by requesting committee approval of the report and offered to answer any questions.

Trustee Lazzara asked for clarification on the number of credit hours generated by the programs. Dr. Kantner responded that the MS in Nutrition & Dietetics program typically includes approximately 30 to 36 credit hours. He added that the Doctor of Nursing Practice market rate program, which is post-master’s, involves a more substantial credit load, closer to approximately 60 credit hours.

Chair Korman Shelton asked for a MOTION to approve the Self-supporting and Market Tuition Rate College-Credit Programs Annual Report for FY 2024-25. Trustee Hyde made a MOTION to APPROVE and Trustee Moore SECONDED. The committee unanimously approved the motion.

### ASA-4: Annual Textbook and Instructional Materials Affordability Report (August 2024 - July 2025)

Dr. Karen Patterson, Provost and Vice President of Academic and Student Affairs, presented the annual report required by Florida statute and Board of Governors Regulation, due by September 30 and subject to Board of Trustees approval. The report covers textbook adoption and affordability for Fall 2024 and Spring 2025.

UNF met the statutory requirement to post textbook adoptions for at least 95% of course sections 45 days before the first day of class, achieving a 97% posting rate in both semesters.

In Fall 2024, 63% of course sections used no cost or low-cost materials, defined as $20 or less per credit hour. In Spring 2025, the figure rose to 67%. UNF participates in the statewide Affordability Counts initiative, with 289 faculty and 657 courses recognized. These courses average $3 per credit hour. As of Fall 2025, UNF’s OER initiative has impacted over 19,000 students and saved more than $2.17 million. The Follett Access Opt-Out program, implemented in Fall 2021, has saved students over $7.4 million, including $3.8 million in the past year.

Chair Korman Shelton commended Dr. Patterson and her executive leadership team for their work in improving textbook adoption rates. She noted that in Fall 2021–2022, the university achieved an 89.9% posting rate, which has since increased to 97.2%. She acknowledged the significant effort involved in working with faculty to meet these requirements.

Chair Korman Shelton also referenced a newly proposed regulation from the Board of Governors titled *Textbook and Instructional Materials Affordability and Transparency*. The regulation would require all instructors, including adjuncts, to submit syllabi 45 days in advance for review by the Provost’s office. She suggested that the Board consider discussing the implementation of these requirements at a future meeting, noting the importance of supporting staff as they work to meet evolving expectations.

Chair Korman Shelton offered the opportunity for questions. There being none, Chair Korman Shelton asked for a MOTION to approve the Annual Textbook and Instructional Materials Affordability Report (August 2024 - July 2025). Trustee Hyde made a MOTION to APPROVE and Trustee Lazzara SECONDED. The committee unanimously approved the motion.

### ASA-5: Foreign Influence Annual Report (July 2024 - June 2025)

Dr. John Kantner, Senior Associate Provost of Faculty & Research, presented the annual report required under Board of Governors Regulation 9.012, which outlines compliance measures to protect universities from foreign influence and safeguard intellectual property of national interest. The regulation includes provisions related to foreign gifts and grants, international travel, employment of foreign nationals, and cultural agreements. Each area carries distinct reporting requirements, some of which require Board of Trustees approval.

Dr. Kantner requested approval of UNF’s annual report on contracts and agreements with foreign entities, including those involving the seven countries of concern: China, Russia, Iran, North Korea, Venezuela, Syria, and Cuba. He reported that UNF had no contracts or agreements to disclose for the reporting period and noted that this has remained consistent since the regulation was first implemented.

Trustee Lazzara asked whether the regulation applies to students from the countries of concern. Dr. Kantner responded that the regulation does not restrict student enrollment. The only circumstance in which students are impacted is when they are hired as undergraduate or graduate research assistants. In those cases, a screening process is required.

Chair Korman Shelton asked for a MOTION to approve the Foreign Influence Annual Report (July 2024 - June 2025). Trustee Lazzara made a MOTION to APPROVE, and Trustee Barrett SECONDED. The committee unanimously approved this report.

## Discussion Items

### DISC-1: BOG Regulation 10.002 - Sponsored Research

Dr. Patterson introduced Dr. Kimberly Mayer, UNF’s new Chief Research Officer, who began her role one month prior. Dr. Mayer holds a Ph.D. in Biochemistry from the University of North Carolina Wilmington and previously served as Associate Vice President for Research Development at the University of Virginia. Dr. Mayer will lead efforts to enhance research productivity, interdisciplinary collaboration, and strategic proposal development, and to strengthen partnerships between academia and industry.

Dr. Mayer acknowledged the Board and certified UNF’s compliance with Board of Governors Regulation 10.002, confirming that institutional policies are in place to support the negotiation, execution, and management of sponsored research agreements. She noted that the signed certification form had been submitted.

Chair Korman Shelton thanked Dr. Mayer for her first successful presentation to the Board.

### DISC-2: Academic and Student Affairs FY25 Annual Work Plan

Dr. Karen Patterson, Provost and Vice President of Academic Affairs and Student Affairs, provided an overview of anticipated Academic and Student Affairs Committee items for the 2025–26 academic year. Action items will include new and amended university regulations, as well as Board of Governors reports requiring BOT approval, such as those on self-supporting and market-rate tuition programs, textbook and instructional materials affordability, and foreign influence. The committee also plans to present informational items and strategic updates aligned with the university’s four goals: student success, research and innovation, community partnerships, and faculty and staff success. Dr. Patterson noted that the work plan may be adjusted based on trustee feedback and interests.

Chair Korman Shelton invited committee members to suggest topics for future presentations related to academic and student affairs. She emphasized the committee’s central role and encouraged trustees to share areas of interest for deeper engagement, noting that suggestions could be made at any time.

Trustee Beasley referenced his presentation from the April 23, 2025, Board of Trustees meeting, regarding canceled faculty grants and offered to collaborate with Dr. Mayer to review the status and university support. Trustee Lazzara expressed interest in reviewing the material ahead of the next Board meeting with Trustee Beasley directly.

Chair Korman Shelton shared her experience guest speaking in a UNF class, noting the impact of classroom engagement and expressing appreciation to the Provost’s Office, particularly Dr. Karen Cousins, for facilitating the opportunity. She encouraged trustees interested in similar experiences to reach out, emphasizing the value of connecting with faculty and students

### DISC-3: Provost Quarterly: Around the Nest - Student Success from Enrollment to Employment and Beyond

Dr. Abby Willcox, Associate Vice President for Institutional Research and Performance, presented enrollment highlights for Fall 2025. Total headcount reached 17,669, an increase of 8% over Fall 2024. Undergraduate enrollment rose to 14,998, and graduate enrollment reached 2,671, up 8% and 10% respectively. Total credit hours produced increased to 202,164, nearly 17,000 more than last fall, contributing to an estimated $34 million in net tuition revenue. These totals set new institutional records.

New graduate enrollment totaled 991, an increase of 3%. First time in college (FTIC) student enrollment reached 3,176, a 66% increase. Transfer enrollment rose 8%, with primary feeders including FSCJ, St. Johns River, and Santa Fe. Dr. Willcox attributed the gains to strong alignment between enrollment services, student success, and the graduate school in advancing strategic growth goals.

Chair Korman Shelton asked Dr. Willcox about the impact of FSCJ’s transition to offering four-year degrees on UNF’s transfer enrollment. She noted that while UNF has a longstanding 2+2 program with FSCJ, some students are now choosing to remain at FSCJ rather than transfer. Dr. Willcox acknowledged that enrollment fluctuations across the Florida College System, including FSCJ, have contributed to changes in transfer volume. Chair Korman Shelton proposed that this may be influenced by factors such as marketing and recommended further discussion to proactively address the trend.

Dr. Willcox highlighted the incoming full-time, FTIC cohort, which includes 2,922 students enrolled in 12 or more credit hours. This cohort is used to measure retention, academic progress rate, and four-year graduation rates. Of these students, 90% are Florida residents, 54% are from the surrounding area, 7% are from out of state, and 3% are international. Demographic highlights include 39% receiving Pell Grants, 35% as first-generation college students, 37% as underrepresented minorities, and 60% as female. Additionally, 48% of the cohort resides on campus. The academic profile includes an average high school GPA of 3.96, SAT score of 1125, and ACT score of 22. Among these students, 417 are participating in the Honors Program and 76 are student athletes.

UNF achieved record-setting results in both retention and the academic progress rate. Retention from the Fall 2024 cohort to Fall 2025 reached 86.6%, while the academic progress rate was 85.8%. These figures are expected to earn six points for excellence in performance funding. Dr. Willcox emphasized the narrowing gap between retention and the academic progress rate, noting that more students are being retained with higher GPAs, which positively impacts student success outcomes.

The four-year graduation rate improved to 49.2%, reversing a two-year decline. This improvement is projected to earn eight performance funding points. Dr. Willcox noted that the prior year cohort, which came in with a graduation rate of 45%, had previously shown one of the lowest academic progress rates in the system, underscoring the importance of sustained retention efforts.

Dr. Willcox reported a record three-year graduation rate of 70.1% for Florida College System Associate of Arts transfer students, which is expected to earn full excellence points on a five-point metric. This success was attributed to the application of FTIC-focused strategies—such as advising, student success initiatives, and wraparound services—to transfer students.

Dr. Willcox acknowledged a second consecutive decline in the six-year Pell Grant graduation rate, attributing it to retention challenges during the COVID-19 pandemic. Despite the decline, UNF is expected to earn one excellence point for this metric. She expressed optimism that continued improvements in retention will eventually reverse this trend.

Dr. Willcox concluded by previewing anticipated performance funding for 2026. UNF is projected to earn 86 points, surpassing last year’s total of 81 and marking a potential new institutional record. While changes to the Board of Governors’ performance funding model are under discussion, scores will be normalized next year, ensuring that the projected 86 points will remain valid.

President Limayem highlighted the significance of UNF’s student demographics, highlighting that 39% of students receive Pell Grants and 35% are first-generation college students. He emphasized that Pell eligibility reflects substantial financial need and praised the university’s role in transforming lives through education and opportunity. The President commended UNF’s success in retaining and graduating these students, many of whom secure competitive employment upon graduation. He described this outcome as central to UNF’s mission and impact on students, families, and the broader community.

President Limayem acknowledged the record-breaking 86% retention rate and credited the achievement to the collaborative efforts of the Provost, executive cabinet, faculty, and staff. He asked Trustee Beasley to convey appreciation to the faculty for their essential contributions. The President affirmed that the university’s goal of reaching 90% retention is within reach.

President Limayem thanked the Board of Trustees for their continued support and encouraged them to take pride in the university’s progress and the dedication of its team.

Chair Korman Shelton asked Dr. Willcox whether UNF’s performance funding could be affected if other institutions also show accelerated improvement. She inquired whether simultaneous gains across the system would impact UNF’s standing or funding outcomes. Dr. Willcox responded that when multiple institutions perform well and earn full excellence points, it can prompt adjustments to performance funding benchmarks and methodology. She noted that this does not necessarily disadvantage UNF, as the university has strong systems in place to track student progress and adapt to changes. Dr. Willcox emphasized UNF’s commitment to pursuing excellence regardless of improvements at other institutions.

Trustee Dyal asked whether the increase in enrollment for Fall 2025 included a rise in out-of-state students or if the proportion remained consistent at approximately 7%. Dr. Willcox confirmed that there was an increase in out-of-state enrollment. President Limayem added that UNF remains well below the 10% out-of-state enrollment cap permitted within the system.

## Adjournment

Chair Korman Shelton adjourned the meeting at 12:44 PM.