

**New College of Florida Board of Trustees
Sudakoff Conference Center
Amended Approved Minutes for January 11, 2022**

Call to Order

The meeting was called to order and at 3:02 pm and a quorum was established.

Trustees Present: Mary Ruiz (Chair), Ron Christaldi (Vice Chair), Charlie Lenger, Felipe Colon (by phone), David Harvey (by phone), James Stewart, Sofia Lombardi, Sarah Mackie, Garin Hoover, and Lance Karp.

Trustees Absent: Mark Aesch.

Acknowledgment of Notice of Meeting

General Counsel Fugett confirmed the meeting had been duly noticed.

Call for Public Comment

No request for public comment was received.

Announcements

Chair Ruiz informed the board that the Presidential Inauguration Ceremony is Wednesday, February 23, 2022, at the Bayfront at 4:00 pm. She reported that the next Board of Governors Meeting is on January 25 and 26, 2022, at Florida State University, Tallahassee. The next Board of Trustees Meeting is on Tuesday, March 15, at 3:00 pm.

Consent Agenda

The Consent Agenda was then presented and a request was made by Chair Ruiz that it be approved. A motion to approve the consent agenda was made, seconded and approved by unanimous vote.

The Action Items approved as part of the consent agenda are:

Draft Minutes of the December 10, 2021, special meeting of the Board of Trustees

Finance and Administration Committee

Approval of proposed Amendments to Regulation 3-1003 Assessment, Payment, Refund, Cancellation of Registration for Nonpayment, and Waiver of Tuition and Fees.

Informational Items provided to the Board for their review as part of the Consent Agenda include:

- Reports from the President's Council

President's Report

President Okker started her report by announcing that accreditation was reaffirmed for New College for the next ten years. She publicly thanked her Chief of Staff, Brad Thiessen, for all of his hard work in guiding the college successfully through this process. She then reported briefly on the search for a Chief Human Resources Officer and VP for Enrollment Management. She also informed the board of upcoming campus town hall meetings to discuss various campus concerns, including diversity, equity and inclusion.

President Okker then brought the board's attention to the extent to which the reports from the President's Council focused on the strategic priorities of the college. She then outlined certain efforts from

the college Vice Presidents on the strategic priorities, including new degree programs, efforts from enrollment management and finance to provide a “one-stop shop” for students and prospective students to navigate the process of applying, enrolling, and staying enrolled at New College.

Some of the specific work outlined by President Okker include:

- Faculty involvement in addressing the academic process, including:
 - Recruiting/retaining students
 - Improving campus climate
 - Improving career outcomes for students
- We had a record Clam Bake fundraiser at \$530,000.
- The application for awarding AA degrees has been submitted.
- We have 4 new articulation agreements with state colleges, including:
 - Gulf Coast
 - Lake Sumter
 - Florida Southwestern
 - Hillsborough
- We have a new scholarship agreement with the Collegiate School of State College of Florida
- New College has a new strategic partnership with Sarasota Military Academy and Booker High School.
- There are efforts to improve the work climate on campus, including:
 - A Staff Council has been formed which meets regularly and keeps the administration informed on the concerns of college staff employees. Under guidance by the Staff Council, the college is engaged in a Professional Development Book Club. The first book will be The 5 Languages of Appreciation in the Workplace.
- An Employee Satisfaction Survey has been issued to the campus. A report on the results, and actions taken to address the report, will be provided by Dr. Queen Zabriskie, Interim Dean of Diversity, Equity and Inclusion, at the March 15 Board of Trustees meeting.

Finance and Administration Committee

Committee Chair Ron Christaldi addressed the board and brought forward an action item to consider approval of amendments to New College of Florida Regulation 3-1002(4) Tuition and Fees – Housing Rental Rates. The proposed amendments were properly publicly noticed and provided to the full board for review in advance of the full board meeting. The board was informed that the action item has already been reviewed and approved at a prior meeting of the Finance and Administration Committee. Therefore, the motion to approve the action item will not need a second.

Chris Kinsley, Vice President for Finance and Administration, walked the board through the proposed amendments. VP Kinsley explained that the proposed changes are designed to create a simplified and uniform Housing Rental Rate structure. If approved, the simplified rate structure would be effective beginning in fiscal year 22-23. VP Kinsley further stated that these proposed changes are driven by one thing – maintaining our student housing facilities in a safe, relaxing and high level.

There was then open discussion on the proposed action item.

Trustee Lombardi expressed concern for the lowest income students and encouraged better advance communication with students in the future so questions, concerns, fears, etc., could be addressed in

advance of the board meeting. Committee Chair Ron Christaldi acknowledged the concerns being raised and stated he is sensitive to these issues and appreciates Trustee Lombardi's comments.

Marjorie Thomas, Vice President for Student Affairs, then addressed the board regarding the impact of the action item on students. She emphasized that the ultimate result of the proposed amendments will be a positive impact on students.

Trustee Hoover announced he would vote 'no' on this action item because he feels it is too robust. He believes that the issues involved should be handled on a yearly basis, and not the 3 year period proscribed in the proposed amendments.

Additional discussion included Trustee Stewart raising a concern about costs for students. Trustee Mackie stated that she felt due diligence has been evident and the work has been done to minimize impact to the students and the proposed amendments should be approved.

General Counsel asked for a roll call vote.

A motion was made through the Finance and Administration Committee to consider approval of amendments to New College of Florida Regulation 3-1002 (4) Tuition and Fees – Housing Rental Rates. Motion and approved as follows: Yea votes – Trustees Ruiz, Christaldi, Lenger, Mackie, Karp, Harvey, and Colon. Nay votes – Trustees Hoover and Lombardi. Abstaining – Trustee Stewart.

Admission and Enrollment Update

Chair Ruiz introduced David A. Boisvert, Interim Vice President for Enrollment Management, who provided the admission and enrollment update. VP Boisvert walked the board through a PowerPoint presentation that had been provided to the full board for review prior to the meeting.

Some of the highlights of the presentation include:

IB recruitment strategy for 2021/2022

- Targeted IB school recruitment in FL, CA, CO, and TX.
- Hosting 30 IB Coordinators on campus February 10-12, 2022 from FL, CA, CO, and TX. 20 from FL, 5-10 from CA, CO, TX.
- Early results show the number of applications from IB students has increased 20% this year vs. last year.

Retention initiatives include focusing on ease of use for students and prospective students who want to access the New College Office of the Registrar and Financial Aid. Efforts to address this include:

- One Stop Operation: a pilot designed to develop policies and procedures that should benefit student satisfaction leading to better retention and graduation rates.
- Assess financial aid and registrar communication to support our student populations.
- Develop a shared understanding of the challenges and opportunities facing institutional constituents to better serve students.

Academic Affairs Report on Faculty Policy Changes on GPA Proxy and Narrative Evaluations

Pursuant to a request from Trustee Hoover at the December 10 specially set meeting of the Board of Trustees, Suzanne Sherman, Provost and Vice President for Academic Affairs, provided a report on faculty policy changes on GPA proxy and narrative evaluations. Provost Sherman walked the board through a detailed PowerPoint presentation outlining the changes. The PowerPoint was provided to the full board for review in advance of the meeting.

Provost Sherman reported that the basics of narrative evaluations to be:

- Written by the professor or instructor to the individual student
- Include the following:
 - 1) a designation of the student's performance as "satisfactory," "unsatisfactory," or "incomplete" (incompletes include a deadline for completion);
 - 2) a brief description of the course, tutorial, or independent work;
 - 3) comments on the student's work for external purposes; and
 - 4) additional comments on the student's work for internal use only (optional)

The reason faculty are considering a GPA proxy for students now include:

- Opportunities for our students have become more competitive
- Automated screening processes for these opportunities often depend upon GPAs
 - Employment
 - Graduate school (especially internationally)
 - Prestigious scholarships and fellowships
- Those offering these opportunities have become less willing to read narratives
- Without GPAs, NCF students are closed out of these opportunities

The NCF GPA proxy basics were reported by Provost Sherman as follows:

- Motion by the Educational Policy Committee in May 2021, and amendment in October 2021, approved by the faculty and voting students
- NCF retains its narrative evaluation system; evaluations do NOT specify letter grades
- Students or alums may request a GPA proxy for a specific opportunity (job, grad school, fellowship) to the CEO via a GPA Proxy Request Form
- Upon verification that a GPA proxy is required, and not waivable, the CEO works with the Provost's Office on a GPA proxy or threshold determination
 - New supplemental designations beginning in Fall 2021 of solid satisfactory, marginal satisfactory, and not applicable (for "too mixed to decide") assist the determination
 - All courses and tutorials are included in the determination, with the following exceptions:
 - a) exempted courses in Fall 2021 and thereafter; students may choose to exempt one course per semester from consideration for a potential GPA proxy determination before the final drop deadline
 - b) courses with a supplemental designation of not applicable
- The GPA proxy is only for students who require it for a specific opportunity; the Provost's Office works with the CEO to craft a letter specific to the opportunity
- Proxy GPAs do not appear on student transcripts

After the presentation, Chair Ruiz commended the faculty for doing the work to produce the process of a proxy GPA to help the success of New College students.

Trustee Hoover then made a motion requesting a vote on the motion by the full board. Generally, the motion involved an additional policy of having professors assign a final grade in each class in addition to a narrative evaluation. After a brief discussion and prior to the vote, Trustee Hoover amended the motion so that the board should recommend the motion to the faculty for their consideration. The motion was provided to General Counsel after the meeting and is attached to these minutes as if fully contained therein.

Chair Ruiz then asked for a second. Having received no second, Chair Ruiz noted that the motion, including the modified language, failed for lack of a second.

Other Business

Chair Ruiz informed the board of the upcoming Presidential Evaluation process. The Presidential Evaluation Committee intends to convene by the end of the month to begin work on this process. She also announced that Brad Thiessen, Chief of Staff, and David Fugett, General Counsel, would staff the committee to assist in a review and refresh of the Presidential Evaluation process.

Adjournment

There being no other business, the meeting was adjourned at 5:00 pm.

Respectfully Submitted,

David A. Fugett
General Counsel

I MOVE THAT NCF CONTINUE TO PROVIDE NARRATIVE EVALUATIONS FOR ALL STUDENTS AS WE HAVE BEEN DOING,

TO RECOMMEND TO FACULTY
BUT ~~CREATE A NEW POLICY~~ FOR ALL STUDENTS, BEGINNING WITH THE FALL 2022 SCHOOL YEAR, EVERY PROFESSOR SHALL ASSIGN A FINAL GRADE, **A,B,C, NO CREDIT OR INCOMPLETE**, TO EACH STUDENT FOR EVERY CLASS. INCOMPLETES MUST EITHER BE RECORDED AS A LETTER GRADE OR NO CREDIT BY THE END OF THE FOLLOWING SEMESTER.

THE GRADES OR GPA WILL NOT BE MADE PUBLIC, BUT THE PROVOST OFFICE SHALL RETAIN THE DATA IN THE EVENT A GRADE OR GPA IS REQUESTED BY A STUDENT FOR RELEASE AT A SUBSEQUENT TIME. THIS POLICY WILL BE MADE KNOWN TO ANY PROSPECTIVE STUDENT OF NCF OR PARENT VIA NCF'S WEBSITE AND ANY OTHER COMMUNICATION WITH PROSPECTIVE STUDENTS AND/OR PARENTS.