

**New College of Florida
Board of Trustees
Academic, Student, and External Affairs Meeting
February 16, 2024 at 2:00 – 4:00 P.M. (EST)**

To Join Virtually Visit

<https://ncf.zoom.us/j/98109019797?pwd=Q09zb1RDM1U1ZTZQb1ozWDBSbUIJUT09>

Passcode: 181146

Meeting Agenda

- 1. Call to Order – Roll Call, Establish Quorum, Confirm Notice of Public Meeting**
Committee members: Trustee Bauerlein, Chair
Trustee Anderson
Trustee Jacquot
Trustee Keenan
Trustee Kesler
Trustee Reid
Trustee Rufo
Trustee Spalding
Trustee Jenks, Chair of BOT (Ex-Officio)
- 2. Approval of July 28, 2023 Committee Meeting Minutes**
- 3. Approval of New College of Florida 2024-2025 Undergraduate Academic Calendar**
- 4. Approval of New College of Florida’s 2023-24 Student Success Plan Monitoring Report**
- 5. Update on New Academic Degree Program at New College: Master’s in Marine Mammal Science**
- 6. New Business**
- 7. Closing Remarks and Adjournment**

**New College of Florida Board of Trustees
Academic Affairs, Student, and External Affairs Committee Meeting
Draft Minutes for July 28, 2023**

In attendance via Zoom:

Trustee Bauerlein (Committee Chair), and Trustee Committee Members Trustee Jacquot, Trustee Keenan, Trustee Kesler, Trustee Reid, Trustee Spalding, and Board of Trustees Chair Debra Jenks (Ex-Officio).

Not in attendance: Trustee Anderson and Trustee Rufo

In addition, in attendance were Richard Corcoran, Brad Thiessen, Bill Galvano, Almeda Jacks, David Brickhouse, and Alexandra Islas.

Call to Order

Chair Bauerlein called the meeting to order at 10:03 a.m. Roll call was taken and quorum was established. Meeting has been publicly noticed.

Approval of July 17, 2023 Committee Meeting Minutes

A motion to approve of the minutes was requested by Chair Bauerlein, moved by Trustee Spalding, seconded by Trustee Kesler, and approved unanimously.

Information on Latest Core Curriculum

Interim President Richard Corcoran shared his remarks on the current process of the core curriculum. A memorandum went out to discuss the core curriculum with faculty under Dr. David Harvey. The working groups will have discussions on how the curriculum will move forward. A meeting with the full working group happened last week. The committee members were invited to share their feedback and ask questions. A discussion ensued.

Closing Remarks and Adjournment

There being no other business, the meeting was adjourned at 11:31 a.m.

Respectfully submitted,

Alexandra Islas
Director of Government Relations

NEW COLLEGE OF FLORIDA BOARD OF TRUSTEES

Meeting Date: February 22, 2024

SUBJECT: Approval of New College of Florida 2024-2025 Undergraduate Academic Calendar

PROPOSED BOARD ACTION

Approval of the New College of Florida 2024-2025 Undergraduate Academic Calendar.

BACKGROUND

Florida Board of Governors Regulation No. 8.001 – University Calendars – requires each University Board of Trustees to adopt an annual calendar prior to the beginning of the fiscal year and to file it with the Chancellor’s Office by April 1.

Supporting Documentation Included:

AY 2024-2025 Undergraduate Academic Calendar

NCF Undergraduate Academic Calendar

Fall 2024

8/26/2024 – 12/13/2024

Fri, Aug 16	Baccalaureate Exam Report Due (for August Degree Conferral)
Sun-Wed, Aug 18-21	Orientation for New Admits
Wed, Aug 21	Returning Student Check-in 9:00 AM
Thu-Fri, Aug 22-23	Mini-Classes
Fri, Aug 23	August Degree Conferral
Mon, Aug 26	Fall Classes Begin
Deadline	Fall Off-Campus Study (OCS) Contract and Tuition Waiver
Fri, Aug 30	Residency Reclassification Application Deadline
<i>Mon, Sept 2</i>	<i>Labor Day (No Classes; Offices Closed)</i>
Wed, Sept 4	Contract Submission Deadline
Fri, Sept 6	Late Contract Submission Period (\$50 Fee) Last day for 100% Tuition Refund Tuition and Fees Payment Deadline (\$100 Penalty) <i>(Registration canceled after 5:00 p.m. if account is not cleared)</i>
Fri, Sept 20	Last day for 25% Tuition Refund Financial Aid Unit Drop Grace Period Deadline
Fri, Oct 11	Module I Ends
<i>Mon, Oct 14</i>	<i>Indigenous People's Day (No classes; Offices Closed)</i>
<i>Mon-Fri, Oct 14-18</i>	<i>Fall Break (No Classes)</i>
Mon, Oct 21	Module II Begins
Wed, October 30	Deadline to Request Readmission for Spring Semester Off-Campus Study (OCS) Declaration Deadline
Fri, Nov 1	<i>Advising Day (No Classes)</i> Final Payment Due on Payment Plans

Mon, Nov 4	Provisional AOC (PAOC) Submission Deadline (<i>for 4th Term Students</i>) Thesis Prospectus Submission Deadline (<i>for 4th Term Students</i>)
Wed, Nov 6	Spring Semester Registration Begins
<i>Mon, Nov 11</i>	<i>Veterans Day Observed (No Classes; Offices Closed)</i>
Fri, Nov 15	Contract Renegotiation Deadline / Last Day to Withdraw
<i>Thu-Fri, Nov 28-29</i>	<i>Thanksgiving Break (No Classes; Offices Closed)</i>
Mon, Dec 2	ISP Course Description Forms Due
Fri, Dec 6	Fall Classes End
Fri, Dec 6	Spring Semester Registration Deadline
Mon-Fri, Dec 9-13 M-T Dec 9-10 W-F, Dec 11-13	Exam week Reading/Hurricane Make-Up Days Final Exams/Advising
Tue, Dec 17	Evaluation Submission Deadline (Students on Academic Probation)
Wed, Dec 18	Contract Certification Deadline (Students on Academic Probation)
Thu, Dec 26	Evaluation Submission Deadline (all students)
Fri, Dec 27	Contract Certification Deadline (all students)

NCF Undergraduate Academic Calendar January Interterm

Interterm: 1/6/2025 – 1/31/2025

Mon, Jan 6	January Interterm Begins
Wed, Jan 8	January ISP Drop/Add Deadline
Fri, Jan 17	Baccalaureate Exam Report Due (for January Degree Conferral)
<i>Mon, Jan 20</i>	<i>Martin Luther King Jr. Day (No Classes; Offices Closed)</i>
Wed, Jan 29	Orientation for New Admits
Thu-Fri, Jan 30-31	Mini-Classes

Fri, Jan 31

January Interterm Ends
January Degree Conferral

NCF Undergraduate Academic Calendar Spring 2025

Spring 2025: 2/3/2025 - 5/23/2025

Mon, Feb 3

Spring Classes Begin
Spring Off-Campus Study (OCS) Contract and Tuition Waiver
Deadline
Residency Reclassification Application Deadline

Wednesday Feb 12
Thursday-Fri, Feb 13-14
Fri, Feb 14

Spring 2024 Registration and Contract Submission Deadline
Late Contract Submission Period (\$50 Fee)
Last Day for 100% Tuition Refund
Tuition and Fees Payment Deadline (\$100 Penalty)
(Registration canceled after 5:00 PM if account is not cleared)

Monday Feb 17

President's Day (No Classes: Offices Closed)

Fri, Feb 28

Last Day for 25% Tuition Refund
Financial Aid Unit Drop Grace Period Deadline

Fri, Mar 21
Fri, Mar 21

Module I Ends
Final Payment Due of Payment Plans

Mon-Fri, Mar 24-28

Spring Break

Mon, Mar 31

Module II Begins

Friday, April 4

Deadline to Request Readmission for Fall Semester
Off-Campus Study (OCS) Declaration Deadline

Wed, Apr 9

Fall Semester Registration Begins

Fri, Apr 11

Advising Day (No Classes)

Monday, April 14	Provisional AOC (PAOC) Submission Deadline (<i>for 4th Term Students</i>) Thesis Prospectus Submission Deadline (<i>for 6th Term Students</i>)
Fri, Apr 25	Contract Renegotiation Deadline /Last Day to Withdraw from courses
Mon-Wed, Apr 28-30	Baccalaureate/Reading Days (No Classes)
Fri, May 16	Spring Classes End Baccalaureate Examination Reports Due
Mon, May 19	Evaluation Submission Deadline (<i>potential graduates</i>)
Tue, May 20	Certification Submission Deadline (<i>potential graduates</i>)
M-T, May 19-20	Reading Days (No Classes)
W-F, May 21-23	Final Exams/Advising
Fri, May 23	Commencement and May Degree Conferral [also Aug and Jan?]
Tue, May 27	Evaluation Submission Deadline (Students on Academic Probation)
Wed, May 28	Contract Certification Deadline (Students on Academic Probation)
Wed June 4	Interterm ISP Evaluation Deadline
Wed June 4	Evaluation Submission Deadline
Thu June 5	Contract Certification Deadline

NCF Undergraduate Academic Calendar Summer 2024

6/3/2024 – 8/16/2024

Summer courses may be scheduled at varied days and times.

Courses will run on an accelerated, intensive summer schedule.

<i>Mon, May 26</i>	<i>Memorial Day (No classes; Offices Closed)</i>
<i>Wed, June 19</i>	<i>Juneteenth Day (No classes; Offices Closed)</i>
<i>Thurs, Jul 4</i>	<i>Independence Day (No classes; Offices Closed)</i>

Add/drop will be prorated, counted in consecutive days from the first day of class, one day per week of class.

The last day to withdraw is at 63% into each course, as determined by the Registrar.

NEW COLLEGE OF FLORIDA BOARD OF TRUSTEES

Meeting Date: February 22, 2024

SUBJECT: New College of Florida's 2023-24 Student Success Plan Monitoring Report

PROPOSED BOARD ACTION

To approve New College of Florida's 2023-24 Student Success Plan Monitoring Report for submission to the Florida Board of Governors.

BACKGROUND

What is this?

In August, the Board of Trustees approved a Student Success Plan (SSP) that established eight initiatives to implement by March 2024 in order to improve first-to-second year student retention and post-graduation outcomes.

Why did we develop the Student Success Plan?

Any school failing to earn at least 70 PBF points is required to submit a Student Success Plan (SSP) to the Board of Governors for consideration at its September meeting in order to be eligible for 50% of their proportional amount of the state's PBF investment.

New College of Florida earned a PBF score of 65 for 2023-24 funding.

How do we earn 50% of the state's PBF investment?

When the Board of Governors approved our SSP last September, we received 25% of the state's investment (\$1.1 M).

We will receive the remaining 25% (\$1.1M) if the Board of Governors determines this Monitoring Report demonstrates satisfactory progress on implementing our SSP.

Did we make satisfactory progress on implementing our Student Success Plan?

We fully implemented seven of eight initiatives established in our SSP. The eighth initiative is in progress and will be completed by the end of May.

Supporting Documentation Included: NCF's 2023-24 Student Success Plan Monitoring Report

Other Support Documents Available: N/A

February 14, 2024

New College of Florida has fully implemented seven of the eight initiatives outlined in our 2023-24 Student Success Plan. The eighth initiative will be completed by the end of May. We anticipate these targeted strategies will improve student retention and post-graduation outcomes.

Initiative #1

Increase the number of students who complete internships by awarding at least \$400,000 in internship scholarships to at least 200 students entering NCF in 2023-24.

Status: Fully Implemented

Target: Metric 1: Percent employed (earning \$40k+) or continuing education one year after graduation

Implementation: We awarded a total of \$438,940 in internship scholarships to 223 entering NCF students.

Evaluation: Students receiving these scholarships are required to complete an internship prior to graduation. These scholarships remove barriers to participation in work-based learning experiences and advance us toward our goal for 100% of students to complete an academic internship prior to graduation.

Initiative #2

Develop targeted master's programs to create additional post-graduation pathways for students. Submit at least two pre-proposals to the CAVP Academic Coordinating Group.

Status: Fully Implemented

Target: Metric 1: Percent employed (earning \$40k+) or continuing education one year after graduation

Implementation: On September 13, 2023, we presented pre-proposals for two master's programs to the CAVP Academic Coordinating Group: a Master's in Marine Mammal Science and a Master's in Educational Leadership.

Evaluation: With improvements made based on feedback from the CAVP Academic Coordinating Group, faculty have continued developing proposals for these two master's programs. A proposal for the Marine Mammal Science program will be ready for BOG review yet this Spring with a projected start date of Fall 2024. The proposal for the Educational Leadership program will be ready by summer with a projected Fall 2025 start date. In addition to producing high-quality graduates who will serve the State of Florida, student demand evidence suggests that these programs will drive increases in undergraduate enrollment at New College.

Initiative #3

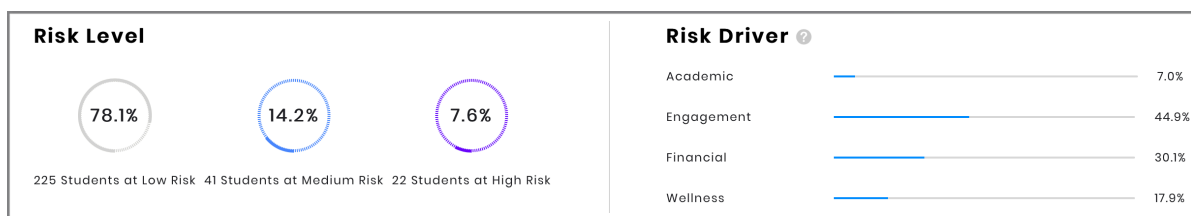
Fully implement an adaptive AI chatbot and text messaging service to gain insight into student retention issues and to provide timely intervention.

Status: Fully Implemented

Target: Metric 5: Academic progress rate (second year retention with GPA above 2.0)

Implementation: New College fully launched the Mighty Banyan chatbot and text messaging service in September. Since launch:

- 93% of students have opted-into receiving texts
- 59% of students actively engaged in texting with the chatbot
- 3,157 texts have been received from students
- 39 touch points have been made to check-in with students
- 36 actions/interventions to improve retention have been identified by the chatbot



Screenshot of chatbot dashboard summarizing risk levels and drivers (as of January 19, 2024)

Evaluation: The Mighty Banyan chatbot has identified students at-risk of leaving New College and provided insight into the academic, engagement, financial, and wellness issues our students report. Through the chatbot, we have been able to provide timely interventions to get students back on-course

Initiative #4

Provide a fully operational one-stop shop for Academic Support services (tutors, writing/quantitative/study skill development, technology support)

Status: Fully Implemented

Target: Metric 5: Academic progress rate (second year retention with GPA above 2.0)

Implementation: In October, a fully operational one-stop shop for Academic Support services was launched in the library. The library now houses the Student Success Center, Writing Resource Center, Quantitative Resource Center, and Educational Technology Services, alongside our Center for Career Engagement and Opportunity.

Evaluation: This one-stop academic support service center builds upon the success we achieved with last year's launch of our START Center (a one-stop shop for student enrollment services). Both the START Center and Academic Services one-stop shop are housed in the library, meaning students can go to a single location for support with all enrollment and academic needs.

Initiative #5

Provide 24/7 on-demand, no-cost access to professional tutors.

Status: Fully Implemented

Target: Metric 5: Academic progress rate (second year retention with GPA above 2.0)

Implementation: In August, we signed an agreement with Knack to provide our students with no-cost access to a 24/7, on-demand professional tutoring network.

Evaluation: Through Knack, our students now have access to synchronous and asynchronous support across a wide range of academic subjects. This complements the in-person one-on-one and group tutoring sessions our students can schedule through our Academic Services one-stop shop. While initial student feedback is positive, we will complete a full evaluation of this service (student usage and impact on student educational performance) by the end of the academic year.

Initiative #6

Hire Academic Coaches to support first-year students.

Status: Implemented by May

Target: Metric 5: Academic progress rate (second year retention with GPA above 2.0)

Implementation: We have hired two Senior Academic Coaches. Those Senior Academic Coaches are searching for four additional Academic Coaches to hire by May.

Evaluation: Our Office of New Student Programs has been developing onboarding/training materials for coaches, and has discussed with faculty how to best integrate an Academic Coaching model into our faculty advising system. Results of this initiative will be apparent next year, as incoming students will be assigned academic coaches (on top of faculty advisors and career coaches).

Initiative #7

Close the digital divide by providing at least 300 laptops to incoming students.

Status: Fully Implemented

Target: Metric 5: Academic progress rate (second year retention with GPA above 2.0)

Implementation: We provided 300 laptops to incoming first-year and transfer students in Fall 2023.

Evaluation: With library computer usage down and student academic success up (with the percent of students successfully completing their Fall academic contract increasing from 84% in Fall 2022 to 87% in Fall 2023), early evidence suggests students have benefitted from receiving laptops.

Initiative #8

Invest at least \$5.5M to improve campus life (student activities, including athletics), food accessibility/quality, and capital improvements to residence halls.

Status: Fully Implemented

Target: Metric 5: Academic progress rate (second year retention with GPA above 2.0)

Implementation: Since July 1, New College has invested more than \$5.5M in improvements to campus life, food services, and capital improvements to residence halls.

Evaluation: The list of improvements includes: repairs to elevators; turf added to outdoor study areas; outdoor classroom re-thatched; ACE Student Lounge repainted; 4 Winds Café re-opened with daily food service; Fitness and Wellness Center Improvements; Pool Area Improvements; Robertson Park; added security cameras to protect students; increased funding for primary food service venue; new kitchen equipment; batting cages added; fields added; existing softball field repaired for safety; numerous renovations to all existing active housing facilities; library improvements; funding commitment to increase campus generator capacity and several minor general campus improvements.