**Academic Affairs Committee Minutes**

**Trustee Marjorie Turnbull, Chair**

**Date: Wednesday, March 4, 2015**

The meeting was called to order by Committee Chair Marjorie Turnbull. Ms. Valeria Singleton called the roll and the following committee members were present: Torey Alston, Bettye Grable, Tonnette Graham, and Marjorie Turnbull. A quorum was established.

The committee reviewed the minutes for the meeting of December 3, 2014. There were no corrections. The minutes were moved and properly seconded. The motion carried.

Provost David recommended the Tenure Upon Appointment for Dr. Keith Parker, Dr. Brian Sims, and Dr. Shawn Spencer. The applications were reviewed by the respective college/school committee, the respective deans, the University Tenure and Promotion Committee, the Provost, and the President. The applications were reviewed for evidence of highly competent teaching and research and other scholarly activities, services, and contributions to the University and to society. Based upon mutual agreement, Dr. Parker, Dr. Sims, and Dr. Spencer were nominated for tenure upon appointment.

Trustee Grable asked if the candidates were made aware that they are being offered tenure upon hire. It was stated that the candidates are informed about the tenure upon hire provision. Trustee Alston moved the approval of the tenure upon appointments. The motion was seconded by Trustee Grable and the motion carried.

Next, Provost David presented the applications for sabbatical and professional development leave. Thirteen faculty members applied for sabbatical and three faculty members applied for professional development leave for the 2015-2016 academic year. The Sabbatical and Professional Development Leave Committee reviewed the applications and recommended approval of ten applications for sabbatical and three applications for professional development leave to Interim Provost Wright.

The proposals were reviewed by President Mangum and Interim Provost Wright. They recommended approval of the ten sabbatical and three professional development leave applications. Trustee Grable moved approval of the applications for sabbatical and professional development leave. The motion was seconded by Trustee Graham and the motion carried.

Trustee Grable asked if the requirement to submit a written report upon the faculty members return from the leave is being fulfilled. Dean Wright informed the committee that the faculty members are required to submit a written report and the report is reviewed by the Provost. The reports are available through the Provost Office upon request.

Trustee Turnbull requested a list of the reports be provided to the Academic Affairs committee and the Sabbatical and Professional Development committee. The report should include the employee’s name, topic, report title, and a couple of sentences relating to the activities/goals of the leave.

Trustee Grable moved approval of the applications for sabbatical and professional development leave. The motion was seconded by Trustee Alston and the motion carried.

As the final action item, Provost David presented the revised Academic Calendar for 2015-2016 to the Board for approval in accordance with theBoard of Governor’s Regulation 8.001 and Florida Board of Education Rule 6A-10.019. Each university board of trustees is required to adopt an annual calendar prior to the beginning of each fiscal year. The Calendar Committee meets annually to coordinate the calendars of the three educational institutions in Tallahassee. This calendar also includes a winter break, which is scheduled for Thursday, December 24, 2015 through Thursday, January 1, 2016.

Trustee Grable moved approval of the 2015-2016 Academic Calendar. The motion was seconded by Trustee Alston and the motion carried.

Next, the recognition of the academic accomplishments of two students from the College of Law:

* Ms. Tameka Franco and Mr. Loren Vasquez briefly discussed their participation in the 2014 Puerto Rican Bar Association Moot Court competition.

There being no further discussion, the meeting was adjourned 9:05 a.m.

Respectfully submitted,

Marjorie Turnbull, Committee Chair