

**FLORIDA A&M UNIVERSITY
BOARD OF TRUSTEES**



TRUSTEE – STUDENT AFFAIRS COMMITTEE

Grand Ballroom

April 10, 2013

Time: 2:00 p.m. – 3:00 p.m.

Committee Members:

**Trustee Torey Alston, Chairman
Trustee Narayan Persaud
Trustee Belinda Reed Shannon
Trustee Marjorie Turnbull
Trustee Michael Jefferson**

AGENDA

- I. Approval of the February 6, 2013 meeting notes.....Trustee Torey Alston**
- II. Approval of Amended Housing Regulation.....Vice President William Hudson, Jr.**

Informational Items

- III. Student Government Association Updates.....Trustee Michael Jefferson**
- IV. Judicial Affairs Update.....Atty. Antoneia Roe**
- V. Division of Student Affairs**
 - A. Enrollment Update**
 - B. Update on Financial Aid**
 - C. Update on LGBTQ FACT Finding Committee**
 - D. Dress Standard**
 - E. Office of Student Activities – Clubs and Organizations**
 - F. Campus Safety**

Vice President William Hudson, Jr.

- VI. Adjournment**

DRAFT

**Florida A&M University
TRUSTEE-STUDENT AFFAIRS COMMITTEE
Summary Minutes
Grand Ballroom
February 07, 2013**

Committee Members Present: Trustee Torey Alston (Chair), Trustee Marjorie Turnbull, Trustee Marissa West, Trustee Narayan Persaud, Trustee Belinda Shannon

The Trustee-Student Affairs Committee had one action item and several informational items.

The first action was a request for approval of the minutes from the October 30, 2012 meeting. The minutes were accepted as presented.

Trustee Marissa West gave a brief update on the Student Government Affairs, to include: 1) The Student Foundation has been successfully established; 2) Verbal commitments from potential donors total approximately \$5,000. These funds will be used for student scholarships; 3) SGA will collaborate in a community service project with Florida State University and Tallahassee Community College, on February 13, 2013; 4) Student Life is working diligently with the Division of Administrative and Financial Services on the renewal of the Star Metro contract and to communicate the bus route changes to students; 5) There has been concern expressed from students regarding the parking garage being closed an update can now be provided as information from the Facilities Committee has been provided; 6) SGA has been actively participating with the Student Technology Fee Committee to achieve wireless connectivity campus-wide; and 7) Student elections will be conducted later this month.

Interim President Robinson commended Trustee West and students in their participation in different University activities and serving on varied University committees.

Vice President Hudson, Jr., gave an enrollment update. To-date, we have admitted 877 FTIC students compared to 907 from the previous year. For Transfer students, we have admitted 18 Florida Community College Transfers (22 previous year), and 21 other transfers compared to 30 by February 1, 2012. Profile Admits total 167 to-date this year, compared to 639 admitted for fall 2012.

The LGBTQ Fact Finding Committee continues to meet. Meeting dates for the remainder of the semester are: February 14, March 14, April 11 and May 9. This committee plans to make a presentation to the Faculty Senate at an upcoming meeting, later this semester and administer a campus climate survey.

Ms. Antoinia Roe, the newly hired Judicial Affairs Director, was introduced to the Committee. Previously, Attorney Roe served as supervising attorney for the Florida guardian Ad Litem Program, Second Circuit, Tallahassee.

The Division of Student Affairs established a Student Activities Intake Committee charged with examining the Intake process for all student clubs and organizations. This spring we have a total of 27 organizations participating in membership recruitment or membership intake. The Policies and Procedures workshops were held in January with additional sessions this month.

FAMU invited the U.S. Department of Education to assess the financial aid office. Of the eleven findings, recommendations for five have been fully implemented; four will be implemented no later than October 2013; one is no longer applicable; and one on-going due to; however, operational activities are being conducted to address concerns. Employees in financial aid each has a performance improvement plans. Updates on financial aid will be provided at each BOT meeting.

To better effectuate this improvement, Student Affairs has been working with EIT to develop a call center. This will not be just for financial aid concerns, but other areas of concern; i.e., Registrar's Office, Admissions, etc. Information will also be distributed via Blackboard Connect.

The Division of Student Affairs has re-opened the search for the Director of Campus Safety position. Lt. Colonel Kelly is Chairman of the Campus Safety Search Committee. The goal is to have this process completed by April, 20, 2013.

FLORIDA A&M UNIVERSITY BOARD OF TRUSTEES



NOTICE OF PROPOSED AMENDED REGULATION

DATE: April 11, 2013

REGULATION CHAPTER NO.: Chapter 2

REGULATION CHAPTER TITLE: Student Affairs

REGULATION TITLE AND NUMBER: Housing 2.001

SUMMARY OF REGULATION: This amended regulation provides eligibility requirements for students to reside in the University owned or leased residential facilities; states the On-Campus Residency Requirement for freshmen, sophomores, full scholarship recipients, Freshmen Study Program participants, and athletes; and provides exceptions to the On-Campus Residency Requirement.

AUTHORITY FOR REGULATION: Section 7, Article IX, Florida Constitution, and Board of Governors Regulations 1.001.

UNIVERSITY OFFICIAL INITIATING THIS REGULATION: William E. Hudson, Jr., Ph.D., Vice President for Student Affairs.

PROCEDURE FOR COMMENTS: Written comments concerning this proposed regulation shall be submitted within 14 days of the date of this notice to the person identified below. The comments must specifically identify the regulation you are commenting on.

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED REGULATION IS: Oscar L. Crumity, Director, University Housing, 1596 Gibbs Hall Trail, Tallahassee, Florida 32307-3100, (850) 599-3651 (phone), (850) 561-2620 (fax), oscar.crumity@famuedu.edu.

FULL TEXT OF THE AMENDED REGULATION: The full text of this amended regulation follows:

**Regulations of
Florida A&M University**



2.001 Housing

(1) Eligibility for University Housing

- (a) Single student facilities: Applicants must meet University admission requirements and be enrolled during the period of occupancy. Applicants are issued a Student Housing Application and a Housing and Board Agreement, and Terms and Conditions of Occupancy for completion and information. Applicants may complete and submit the Housing Agreement on line to expedite the room assignment process.
- (b) Family student facilities: Applicants must meet University admission requirements, be enrolled during period of occupancy, except for the summer period, and be married, divorced, widowed or a single parent living with his/her child(ren). Applicants are issued a Family Student Housing Application, Housing and Board Agreement and Terms and Conditions of Occupancy for completion and information. Applicants may complete and submit the Housing Agreement on line to expedite the housing assignment process.
- (c) Other (non-FAMU) students: Applicant must be enrolled in programs sanctioned or approved by the University. Non-FAMU students are considered for University housing on a space available basis.
- (d) Non-student University-related groups participating in special programs (seminars, workshops, camps, etc.) may be able to reside in University housing facilities on a space available basis for limited periods of time.

(2) On-Campus Residency Requirement

- ~~(3)-(a) All freshmen~~ First Time In College (FTIC) students whose permanent home mailing address indicated in the Student's University record is more than 35 miles from campus shall reside in a University owned or leased housing facility, based on space availability, for the first academic year of enrollment. (first time in college students) and/or students with less than twelve (12) semester hours credit shall reside in on-campus residence hall facilities, based on availability. For purposes of this provision, the following are on-campus residence hall facilities: Cropper Hall, Diamond Hall, Gibbs Hall, McGuinn Hall, Paddyfote Complex, Palmetto North Apartments,

2.001 Housing

Palmetto South Apartments, Phase III Apartments, Sampson Hall, Truth Hall, Wheatley Hall, and Young Hall.

- i. A FTIC student is defined as a student under the age of 21 prior to the first day of classes with fewer than 30 semester hours recognized by Florida A&M University and has resided in University housing for less than two semesters.
- ii. College credits earned during high school completion through accelerated mechanisms such as Advanced Placement, International Baccalaureate, Advanced International Certificate of Education, dual enrollment courses, career academy courses, national industry certification courses, as well as course offerings through virtual instruction, will not be counted towards an exemption from the On-Campus Residency Requirement.

(b) All student athletes shall reside on campus during the first two academic years of enrollment.

(c) All full University scholarship recipients shall reside on campus during the first two academic years of enrollment. Full University scholarship recipients are students that receive the Life Get Better Scholarship, Distinguished Scholars Award, and Adopted High School Scholarship.

(d) Freshman Studies Program (profile admits) participants shall live in on-campus housing for the first two academic years of enrollment. At the end of the first summer semester, students whose permanent home address is within 35 miles of the University may reside with their parents or legal guardians starting in the fall semester of the first academic year.

(e) For purposes of this section, the following are on-campus residential facilities: Cropper Hall, Diamond Hall, Gibbs Hall, McGuinn Hall, Paddyfote Complex, Palmetto North Apartments, Palmetto South Apartments, Phase III Apartments, Sampson Hall, Truth Hall, Wheatley Hall, Young Hall, and the new 800-bed housing facility yet to be named.

(f) A student that cannot document eligibility for an exemption from the On-Campus Residency Requirement and resides off campus without an approved exemption will be billed rent for two semesters at the lowest facility rate during the fall and spring semesters of the current academic year.

(3) Exceptions from the On-Campus Residency Requirement

An exemption from the On-Campus Residency Requirement may be granted for:

- (a) Students residing at home if the permanent home address as indicated in student's University records is 35 miles or less from campus;

- (b) Married students;
- (c) Students with a dependent child or children;
- (d) Students 21 years of age or older prior to the first day of classes;
- (e) Students who are military veterans that served on active duty for at least 12 months or students currently serving on active military duty;
- (f) Students on a case-by-case basis by the President or President's designee provided there is good cause shown by the student.
- (g) To request an exemption, complete and submit an exemption request available on the Housing website or located in the Housing main office in Gibbs Hall, Lower Level.
- ~~(a) Exceptions may be granted for:~~
 - ~~(i) Students residing at home if less than 35 miles from the campus;~~
 - ~~(ii) Married students; or~~
 - ~~(iii) Students twenty-one (21) years of age years or older.~~
- ~~(b) The above requirement may be waived by the President or President's designee on a case-by-case basis provided there is good cause shown by the student.~~

(34) Rent Collections

All rent for housing facilities is due and payable in accordance with University Regulation 3.009 titled Payment of Fees.

(45) House Rules

House rules are listed in the Residence Life Handbook. The handbook and rules peculiar to specific areas are issued to residents upon occupancy. Residents assist in the development of other rules as necessary.

~~(56) Guests and Visitation There may be visitation in University operated housing facilities by members of the opposite sex only in specific designated areas.~~

Visitation is permitted in University owned or leased housing facilities in specific areas and in accordance with the restrictions below.

- (a) Residents and guests shall abide by all Housing and University regulations, ~~University~~ and rules and city, county, state and federal laws. Residents are to immediately notify the Housing Staff and/or Campus Police in the event of violations of Housing and University regulations and rules and/or city, county, state or federal laws.

- (b) All residents in the housing facilities are responsible for and may be held accountable for the behavior of their guest(s). It is the resident's responsibility to inform his/her guest(s) of the applicable Housing and University regulations and applicable University rules.
- (c) Overnight guests and co-habitation are strictly prohibited.
- (d) The privilege of visitation may be revoked for individuals or residence units where housing regulations and/or rules are violated.
- (e) The disposition and penalties arising from violations of this regulation shall be governed by the applicable provisions set forth in University Regulation 2.012 and the Residence Hall Disciplinary System as provided in the University Housing and Residence Life Handbook.

(67) The University Housing and Board Agreement, Family Student Housing Application, Residence Life Handbook, Terms and Conditions of Occupancy and Eviction Procedures are incorporated herein by this reference. A copy of these materials may be obtained from the Housing Office and the Housing Website.

(78) Any deviations from the procedures as noted in the above sections must be approved by the Vice President for Student Affairs.

(89) The President or President's designee may appoint a committee to review and recommend revisions to the housing rules as necessary.

(910) The Director of Housing may institute additional guidelines and/or procedures governing the operations of housing provided the guidelines and/or procedures are in writing and have been approved by the Vice President for Student Affairs or his/her designee. All students must be properly notified in writing prior to the implementation of any new procedures and/or guidelines. Publications shall be made through the Residence Life Handbook, which shall be updated on an annual basis by a committee appointed by the Vice President for Student Affairs or his/her designee.

Specific Authority: Article IX, Section 7(c), Florida Constitution, BOG Regulation 1.001.

History: New June 29, 2006; Amended May 12, 2011; Amended _____, 2013.