President’s Quality of Life Committee
Meeting Minutes for
Wednesday, November 7th, 2012
12:00 p.m. – 1:00 p.m.
Conference Room, 7th floor of Crawford Building

In Attendance: Susanne Bahr, Monica Baloga (Chair), Cassandra Carnley, Catherine Cook, Carla Deras, Rob Ghiotto, Andrew Hernandez, Ulreen Jones, Eric Kledzik, Jackie Lingner, Jeseca Macdonald, Bill Macom, Shane Santana, Jon Shenker, Brian Thai, Cookie Young

Absent: Aiken Oliver, Daniel Otero

I. Approval of October 3rd meeting minutes
   The minutes were unanimously approved with only one correction: Ulreen Jones’ name was removed from the attendance list.

II. Traffic Safety
   Mr. John Thomas, Assistant Vice President for Economic Development and Community Affairs, was not able to attend the meeting in order to address the committee; however, Mr. Greg Tsark, Vice President for Facilities Operation, provided comprehensive information about plans to address traffic/pedestrian safety on campus. Mr. Tsark reminded the committee about the two new, operational Trolleys and stated that the most effective safety measure for our students, faculty, and staff was to use them.
   1) University and Babcock intersection: Pedestrian/traffic safety efforts at the intersection, and beyond, are complicated by having to work within two jurisdictions: University Blvd. is a city road, whereas Babcock St. is a state road. Any changes made effect other aspects of traveling on these roads, such as, timing of lights, car counts, etc.
      Short-range plans for pedestrian safety measures at the intersection will be to increase lead time for pedestrians so they have a head start over traffic that is turning right from University onto Babcock. In addition, there are proposals to repaint the intersection and crosswalk so they are more noticeable and to widen the landing area and make it ADA compliant.
   2) Babcock Street: Florida Tech is looking to reduce the speed limits on this road.
   3) University Blvd: Closing University Blvd on the campus side is very challenging and is likely unrealistic at this time. Florida Tech is looking to reduce the amount of traffic on this end of the road by opening up Country Club Road west of the Olin Life Sciences Building. Traffic to the south side of campus could then be re-routed down that road to alleviate the flow on University. In addition, efforts are being made to improve driver visibility and awareness by changing the landscaping in the medium and restriping the road to narrow the driving lane (making it clear that only one car per direction is allowed) and to include bike lanes.

After some question and answer time, Mr. Tsark was thanked by the Chair and the committee for his time.

III. Panther Dining Menu Offerings
Mr. Andrew Hernandez reported that he had met with Mr. Tom Stewart, Ms. Dawn Lacy, and Chef Jon Skoviera concerning the menu offerings at Panther Dining. A memorandum summarizing the meeting is appended to the minutes (Appendix A).

Mr. Tom Stewart, Director Dining Services, was asked to attend the QOL meeting as a guest in order to answer questions and address concerns over the menu offerings and dining experiences at Panther Dining. He stated that communication is key! He and his staff are very open to making changes, but students need to come forward with suggestions. He concluded by saying that some menu suggestions may not be suitable for buffet style service nor affordable considering some budget constraints. However, he did offer to expand the grocery store offerings to include more higher-end food items and meals.

IV. Sub-Committee Reports
   a. Promoting our motto: “High Tech with a Human Touch”
      Mr. Eric Kledzik, Vice President for Information Technology and CIO, provided the suggestions below from this sub-committee. The first items will have the most beneficial impact on campus quality of life with regards to traffic, safety, dining, and other conveniences. This lead to suggestion number 2 to request support for this initiative in terms of hiring a qualified person to work on mobile application development.

      1. Expand Mobile Application offerings:
         i. Wayfinding for campus directions
         ii. Trolley tracking
         iii. Geofencing to incorporate with emergency notifications.
         iv. Dining services (interactive survey and suggestions, marketing and announcements)
      2. Full time position with focus on mobile application development/innovation/ongoing support.
      3. Camera system for Trollies (safety, security)
      4. Online ticket sales, for event and concerts and potentially expanding panther cash point of sale locations.
      5. Phone trees (currently Tech Support has put online chat in place which gives customers direct access to an instant personal response, this also helps with language gaps that sometimes occur over the phone)
      6. Outside coverage expansion of WiFi
      7. Continue to work with SGA on video streaming and online interactive elements to their meetings.
      8. Continue to expand digital signage
      9. Internet access touchscreen kiosks with appropriate applications.

   b. Traffic and Campus Safety
      Much of this was addressed in Mr. Tsarks presentation to the committee, however, the emphasis on a student-centered traffic/pedestrian safety campaign is high. The Chair stated that Mr. Kevin Graham, Director of Security, had been asked to attend the next QOL meeting to discuss this topic.
c. Year-round Academics: Trimester Model
Ms. Cookie Young, Registrar, provided the following items that were discussed by this sub-committee.
- Implications for international students (see Judy Brooke’s document – Appendix B)
- Business plan recommended before moving forward
- Availability of financial aid during summer needs to be determined
- Doing away with traditional summer term could impact job availability for students
- Doing away with traditional summer term and converting to full time course offerings would decrease revenue from summer camps
- Doing away with traditional summer term would impact faculty and graduate student research
- Doing away with traditional summer term would impact faculty and staff family summer vacations
- Increased wear and tear to buildings and other facilities during summer; increased maintenance costs; making improvements and maintenance difficult since students would be on campus year round.
- Faculty contracts due to increased course offerings; other budget issues
- Giving incentives for students and faculty to participate during summer and to increase summer enrollments

d. Protocol at Sporting Events
Ms. Cat Carnley provided the following information regarding initial discussions/questions raised about protocol at sporting events, specifically about tailgating.

Yes, the University’s students/faculty/staff should be able to tailgate on campus and then the trolleys would be used to transport people to game at PBHS.

Concerns – Who will stop someone from getting on trolleys that are too drunk? Will Security check them before they get on buses or will we just let it go?

Melbourne/Palm Bay Police should be at games for crowd control.

Concern is there will be fights, locals causing problems, etc.

We need a separate set of rules for tailgating/game day since alcohol policy would cause problems for Residence Halls.

Maybe a roped off zone for where tailgating will take place?

Suggest a safety plan for issues.

Benchmarked other schools Tailgating/Game Day protocol – University of West Georgia’s is the best.
Questions:

1. Does Palm Bay High School have a protocol they already have in place?
2. The scrimmages went well so what protocol was used?
3. Who will pay for items above?
4. Who will be responsible for documents explaining tailgating procedures?
5. Is there a ratio of people vs. event for police to be there?

e. Promoting a Sustainable Campus: the Botanical Garden
Dr. Jon Shenker, Biological Sciences, updated the committee on the restoration and maintenance of retention ponds on campus. He also stated that competition protocols were being established to award funding, provided by the President’s Office, for the best student-driven sustainability projects. Mr. Rob Ghiotto commented on current plans in the Botanical Garden to create better pathways that are ADA accessible. Dr. Susanne Bahr briefly discussed the email exchanges that occurred as a result of the solicitation for feedback regarding a smoking-free campus.

f. Panther Dining Menu Offerings (see item number III above)

V. Next meeting: December 5th, 2012, from 12-1 p.m. in the conference room on the 7th floor of Crawford.

Action Item: The Chair announced one item of discussion for the next meeting would be potential quality of life issues surrounding the implementation of a Winterim. This is at the inquiry of the President, Dr. Catanese, during a quarterly Task Force Committee meeting.

Respectfully submitted,

Monica H. Baloga, Chair
November 13, 2012
Memorandum

To: Dr. Monica Baloga  
From: Andrew Hernandez  
Date: 2/11/2013  
Re: Sub-Committee Report on Dining Services

Summary

Dining services is hindered by lack of communication with those being served and a budget put towards buffet style service. This can be helped with a mobile application and organization of the panther grocery store.

Discussion

The primary concern hindering quality within the area of dining services at Florida Tech is lack of communication, feedback, and suggestion from the faculty, staff, and students using the services. There is also a minor hindering impact in that dining services must work within a budget that does not permit the availability of pricier foods using a buffet style format as seen with the Panther Dining Hall. A mobile application allowing for critique and suggestion for dining services would prove very valuable. The panther grocery store may also be capable of serving pricier foods given correct organization and use by faculty, staff, and students.

Conclusion

Dining services does well for what feedback it receives from those it serves. Better communication given a method like a mobile application would be valuable. The panther grocery store provides opportunity to get around buffet style food limits.

Recommendation

The development of a mobile application for dining services would allow dining services to better address those it serves while adding to the university motto of “High-tech with a Human Touch”.

Appendix B

Year-Round Education – Quarter or Trimester System Proposal

Implications and Points for Consideration for International Student Enrollment & Institutional Compliance with USCIS

Submitted by Judith Brooke, Director, ISSS
October 31, 2012

Full implications of the impact of a year-round educational system on Florida Tech’s international students and our institutional obligations to immigration include benchmarking of universities which currently operate under this system. Based on responses from the school systems listed below, the following implications need to be considered when looking at the future possibility of this model at Florida Tech—especially given our international population constitutes over 30% of enrolled students on our Melbourne Campus, currently over 1500 students.

1. **Certification:** Florida Tech is currently certified with USCIS/SEVIS for a two semester academic year for all international degree-seeking F1 and J1 students. If this changes, re-designation with immigration for a Quarter or Trimester System will be required. This will include attesting to the university’s ability to enable international students to meet their enrollment requirements, and our institutional ability to carry out any new reporting obligations as potentially outlined below.

2. **Full-Time Requirement for International Students:** Immigration regulations require all degree seeking international students in F1 and J1 status to carry a full-time course load. The university itself dictates the enrollment requirements of a full-course load. At Florida Tech this is currently 12 credits for undergraduates and 9 credits for graduates. Currently, international students are admitted into a semester based system, whereby their curriculum/program and the courses they need are generally fulfilled in the fall and spring semesters.

3. **Vacation:** International students are required to have completed “one academic year” to fulfill their vacation/semester-off eligibility. At Florida Tech, the summer term is currently considered a vacation or optional semester for the majority of our students. Currently, the summer term does not offer the amount of courses needed to fulfill an international student’s enrollment obligation. Should the university change to a trimester or quarterly system and international students be admitted into any of these terms, the institution would have an obligation to ensure sufficient courses are offered to accommodate this requirement. This has obvious implications on teaching loads throughout the year.

4. **Reporting Obligations to US Citizenship & Immigration Services:** On a semester based system, the university is currently required to report enrollment of all international students twice a year, in the fall and the spring, during which time international students are required to be enrolled full-time. The summer currently does not hold any reporting obligations—it is considered a “free” optional vacation semester by immigration for international students, i.e.
there is no enrollment requirement. If we were to adopt a trimester or quarterly system, this reporting requirement would increase to either three or four times a year. More importantly, if the new system is optional, i.e. a student may select any semester to be their vacation term; this would require individual, case-by-case reporting every semester, since student’s individual profiles would be different. Currently we report twice a year, and each student’s immigration profile is the same. If this were to change, ISSS in order to accommodate the increase in reporting requirements, would call for the establishment of a SEVIS processing division, which would operate separately to international student advising (much like the admissions model), and the hire of 2-3 new SEVIS processors.

5. **Employment**: International students, per current immigration regulations are not eligible to being work off-campus (COOP or Internships) until they have fulfilled one academic year in the United States.

6. **On-line Courses**: International students are currently restricted to taking only one one-line course per in the fall and spring semesters as part of their “full load” requirement of either 12 credits (undergraduates) or 9 credits (graduate students.) The summer, considered by USCIS as an optional vacation semester, does not include this limitation.

**In Summary:**

In attempting to understand the implications of a year-round system on our international students, it should be remembered that immigration regulations sit on top of our academic programs. It is the underlying structure of our degree programs that dictate how and when we issue documentation to students, if and when we report to SEVIS, etc. Therefore several questions need to be addressed before this report can be fully outlined. How will the addition of new semesters, whether a trimester, quarterly, or a winterim inherently affect our degree programs? Will the basic structure of a degree program change, i.e. how will a student fulfill their academic requirements? Will they be required to enroll in additional semesters, or will it still be possible for them to continue to fulfill their requirements in two semesters? These are some of the questions that need to be fully outlined before a more comprehensive report is possible. In the interim, I hope the above will provide some insight as to what might be involved.

Universities participating in benchmarking:

St. Edwards University, Austin TX
Metropolitan Community College, Omaha NE
University of Dallas, Irving TX
Cascadia Community College, Bothell, WA