

University Faculty Senate Meeting
Minutes
November 4, 2019
EE 106, 1:00PM – 3:00PM

Members and Guests Present: *See Appendix A* for attendance sheet.

1. The UFS meeting was called to order by Dr. Kevin Wagner at 1:00pm. The meeting was held in room EE 106 on the Boca Raton Campus and was video conferenced to Davie (DW 108), Fort Lauderdale (HEC 608), Harbor Branch (LE 206G, Jupiter (SR 200), and Sea Tech (ST 250)

2. **With positive approval**, the Senate approved October 7, 2019 UFS Minutes.

3. President's Report

- a. Dr. Kevin Wagner begins his report by announcing that the Provost will not be attending today's meeting.
- b. Dr. Kevin Wagner discusses the Academic Freedom and Due Process Committee meeting. The Committee will be discussing new syllabus language, new rules for faculty/student relations and Regent's professorship.
- c. The Promotion and Tenure committee are working on policy changes.
- d. The UPC and UGC are working on suggestions for the research space allocations.
- e. The Library committee is meeting with Dean Hixson to discuss which resources to keep.

4. Guest Speakers

- o Arnolde Dejesus, Follett, Katarzyna Kielbasa, Business Services, & Geoffrey Johnson, Office of the Provost.
- o Geoffrey Johnson presents the Textbook Affordability and Compliance.
- o Textbook Affordability Regulations: State Law: FL Statute 1004.085: Textbook and Instructional Materials Affordability: Requires deadlines for an instructor or department to notify the bookstore of required and recommended textbooks or instructional materials each semester. Also, establishes the Textbook and Instructional Materials Affordability Report that requires each university to report textbook selection processes and the number of courses that were unable to meet the textbook posting deadline each year.
- o State University Governing Board Regulation: FL BOG Regulation 8.003: Textbook and Instructional Materials Affordability: Requires that the university must post a hyperlink to lists of required and recommended textbooks for at least 95% of all courses and course sections offered at the university at least forty-five (45) days before the first day of the class term.
- o University Regulation: FAU Regulation 3.004: Textbook and Instructional Materials Affordability. Requires that faculty must submit textbook adoptions to the campus bookstore no later than sixty (60) days prior to the first day of classes. A course added less than forty-five (45) days prior to the first day of classes is exempt from this notification requirement. A request for an exception to the compliance deadline shall be submitted in writing to the bookstore manager prior to the deadline.
- o Provost Memoranda (Instructional) 2.1: Procedures for Selecting Textbooks for Affordability. 1) Textbook Affordability: low cost options, digital options, Open Education Resources (OER), 2) Textbook Selection: timely adoptions, options (rental, used, on reserve in the library) & 3) Self-Authored Textbooks and Instructional Materials: Chair approval, note of conflict of interest.

- Textbook Affordability and Accountability Form: Requirement for faculty who: Teach a multiple section course taught by multiple faculty and the same textbook is required across all sections, Require bundled instructional materials prepared by faculty to be purchased by students & Obtain royalties from the sale of required new textbooks and/ or instructional materials from students they teach at FAU.
- Textbook Adoption Dashboard: The dashboard enables you to: View textbook adoption statuses by college, campus, department, course, instructor and term & See the adoption rate for your college/ department.
- Finally, the Annual Textbook Adoption Deadlines are October 15, 2019 for Spring 2020, March 15, 2020 for Summer 2020 and April 15, 2020 for Fall 2020.
- Arnolde Dejesus presents the Follett Discover Instructions.
- First, you login to Canvas, then go to resources, click Follet Discover.
- Then you type in the ISBN/Book information in the search bar on the right side and select go and click view details on the title you want to use.
- On the right side of the page, select the course you want to use the book for. You can also add the book to your library for easier selection in the future.
- If the book does not show in the search, you have an option to add the book by entering the book information manually. Provide as much information as you can.
- If no materials are require, click on “I have no materials to adopt for this course”.
- You can break down courses by sections to put in different items for each section. You can search for book suggestions by subject.
- Finally, Other Items to be mindful of: Correct ISBN, Avoid international or instructor versions, Old editions: can be used with the understanding we may not have enough, If using bundles or codes make sure to include the corresponding ISBN, You can adopted non-text requirements such as calculators, maps, iClickers, art supplies, lab coats, goggles. Finally, eBook vs printed book: many instructors put in the eBook as required but wanted the printed book.

5. [UPC Consent Agenda](#)

- a. Motion to approve. No objections from Senate. **Approved by majority vote.**

6. UPC Action Items

- a. No Items.

7. [UGC Consent Agenda](#)

- a. Motion to approve. No objections from Senate. **Approved by majority vote.**

8. UGC Action Agenda

- a. No Items.

9. Business Items

- a. [Bachelor of General Studies Discussion by Dean Ed Pratt, Undergraduate Studies](#)
 - Dean Ed Pratt gives an update on the BGS degree.
 - There has been a decline in BGS graduates, the largest decline in the College of Education and the largest increase in the College of Business.
 - The highest percentage of BGS graduates are currently in the College of Education at 23.4%.

- The greatest number of BGS graduates are transfer students – 525 in 2014 to 1,226 in 2019.
- The College of Business and Nursing will not graduate students unless they take 15 credit hours of upper division course work.
- Undergraduate Studies currently does not offer degrees but offer courses for Military Science and SLS.

10. Open Forum with the Vice Provost

- Vice Provost Michele Hawkins announces that the FY20 budget was settled a few weeks ago.
- Currently, we are in the planning stages for the health insurance for graduate students that meet the requirement by fall 2020.
- Dr. Bill O'Brien is leading the Dean's search for the Honors College.
- Finally, we are working on the BOG legislative budget request and creating a fifth pillar for Artificial Intelligence and Data Science.

11. Open Forum with the Senate

- Dr. Jerry Haky discussed Academic Planning and Budget Committee upcoming meetings.
- Dr. Maysaa Barakat discussed the third year review for promotion and tenure.
- Dr. Chris Beetle discussed the tuition waiver committee.
- Dr. Meredith Mountford discussed pre-football game rituals prior to the football game. Dr. Kevin Wagner will discuss pre-football game rituals with Athletics.
- Dr. Robert Zoeller discussed Friday classes being cancelled due to football games.

12. New Business

- No Items.

13. Good of the Senate

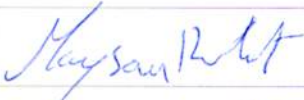




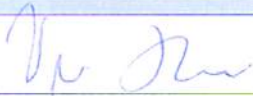







- No Items.

14. Meeting adjourned at 2:46pm.

UFS Attendance Sign-In

College	Name	Signature
Arts & Letters	1) Mauricio Almonte	Mauricio
	2) Adam Bradford	
	3) Ann Branaman	
	4) Miriam Dalin	
	5) Barbara Ganson	
	6) Michael Harris	
	7) Brian McConnell	
	8) Chris Robé,	
	9) William Trapani	
	10) David Williams	
	Dawn Shernberger	
	Stacey Balkan	
Business	1) Patrick Bernet	
	2) Anil Bilgihan	
	3) Gary Castrogiovanni	
	4) Kim Dunn	
	5) Jim Han	
	6) Anita Pennathur	
Design & Social Inquiry	1) Bruce Arneklev	
	2) LeaAnne DiRigne	
	3) Wendy Guastaferrro	



UFS Attendance Sign-In

Education	1)	Maysaa Barakat	
	2)	Susannah Brown	
	3)	Valerie Bryan	
	4)	Rangasamy Ramasamy	
	5)	Sharon Darling	
Engineering	1)	Evangelos Kaisar	
	2)	Hari Kalva	
	3)	Davood Moslemain	
Honors College	1)	Veljko Dragojlovic	
	2)	Mark Tunick	
Medicine	1)	Kathleen Guthrie	
	2)	Rainald Schmidt-Kastner	
	3)	Morton Levitt	
Nursing	1)	Terry Eggenberger	
	2)	Joy Longo	
	2)	Shirley Gordon	
Library	1)	Bruce Barron Lawrence Mello	
	2)	Sheri Edwards	
Science	1)	Fred Hoffman	

UFS Attendance Sign-In

	2)	James Kumi-Diaka	
	3)	Theodora Leventouri	
	4)	Steve Locke	
	5)	Daniela Nikolova	
	6)	Lian-fen Qian	
	7)	Markus Schmidmeier	
Faculty Assembly Heads			
A&L		Mauricio Almonte	
BUS		Sharmila Vishwasrao	
D&SI		Cliff McCue	
EDU		Meredith Mountford	
ENG		Richard Granata M. Arackiasamy	
HBOI		Nicholas Dickens	
HON COL		Chris Strain	
MED		Mahyar Nouri-Shirazi	
NUR		Shirley Gordon	
SCI		Jerry Haky	
LIB		Thomas O'Brien	
Committee Chairs			
AFDPC		Marshall De Rosa	
APBC		Kevin Wagner	

UFS Attendance Sign-In

Admission & Retention	Rupert Rhodd	
Assessment	Nancey France	
Distance Education	Mary Cameron	
Graduate Council	Paul Peluso	
Honors and Awards	Evangelos Kaisar	
Library Advisory	Victoria Thur	
P&T	Cynthia Wilson	
Research	Renat Shaykhutdinov	
UPC	Jerry Haky	
GPC	Ken Dawson Scully	
Past President	Christopher Beetle	
President	Kevin Wagner	
Non-Voting Members		
President	John Kelly	
Provost	Bret Danilowicz	