

**Steering Committee Meeting
Minutes
January 19, 2017
BOT Conference Room, 2pm – 4pm**

Members Present: Susan Dyess, Chris Beetle, Morton Levitt, Paul Peluso, Kevin Wagner, Dilys Schoorman, and Kim Dunn.

Guests: Non-Applicable.

1. The meeting was called to order at 2:00pm by Chair, Dr. Chris Beetle.
2. The UFS Steering minutes from [December 1, 2016](#) were approved by the committee.
3. **President's Report:**
 - a. Dr. Chris Beetle announces that Dr. Donna Chamely-Wiik will give the Faculty Senate University an update on the Undergraduate Research Initiative on January 30th. Immediately following the meeting there will be a reception for the Undergraduate Research at the FAU Club. In addition, Football Head Coach Lane Kiffin will be visiting the Faculty Senate meeting in February.
 - b. Next, Dr. Chris Beetle formed an Ad-hoc committee called the "Campus Civil Liberties Committee" which will meet this Friday, January 20th at 11:00 a.m.
 - c. Finally, there are upcoming committee elections, which include three seats on the Steering committee and the Academic Planning and Budget Committee. The elections will be held between the March and April meetings.
4. [UPC Consent Agenda](#)
 - o There are no objections. The consent agenda stands **approved**.
5. [UPC Action Agenda](#)
 - a. **College of Arts and Letters**
 - o *BA in English*
 - o Dr. Morton Levitt motions to move BA in English from the College of Arts and Letters with a **positive recommendation from Steering**. Dr. Susan Dyess seconds. After a majority vote, the motion carries.
 - o *Women, Gender, and Sexuality Studies*
 - o Dr. Dilys Schoorman motions to move BA in English from the College of Arts and Letters with a **positive recommendation from Steering**. Dr. Susan Dyess seconds. After a majority vote, the motion carries.
 - b. **College of Business**
 - o *International Business and Trade*
 - o Dr. Paul Peluso motions to move International Business and Trade from the College of Business with a **positive recommendation from Steering**. Dr. Susan Dyess seconds. After a majority vote, the motion carries.
 - c. **College of Engineering and Computer Science**

- *Computer Engineering and Computer Science*
- Dr. Susan Dyess motions to move Computer Engineering and Computer Science from the College of Engineering and Computer Science with a **positive recommendation from Steering**. Dr. Kim Dunn seconds. After a majority vote, the motion carries.

6. [UGC Consent Agenda](#)

- There are no objections. The consent agenda stands **approved**.

7. [UGC Action Items](#)

- There is no agenda this month.

8. Business Items

a. "FAU ADVANCE Overview" by Frankie Laanan

- Dr. Frankie Santos Laanon along with Dr. Russ Ivy presents on the Advance IT-Catalyst: Transforming Faculty Gender Diversity at FAU.
- The National Science Foundation (NSF) ADVANCE program is designed to foster gender equity through a focus on the identification and elimination of organizational barriers that impede the full participation and advancement of all women faculty in academic institutions.
- Research has shown that women's representation and advancement in academic STEM positions are affected by many external factors that are unrelated to their ability, interest, and technical skills, such as organizational constraints of academic institutions; differential effects of work and family demands; implicit and explicit bias; and underrepresentation of women in academic leadership and decision-making positions.
- The goals of ADVANCE program include to develop systemic approaches to increase the representation and advancement of women in academic STEM careers and to develop innovative and sustainable ways to promote gender equity that involve both men and women in the STEM academic workplace. In addition, to contribute to the research knowledge base on gender equity and the intersection of gender and other identities in STEM academic careers.
- The Institutional Transformation-Catalyst supports assessment activities at institutions of higher education, such as basic data collection and analysis and the review of relevant policies and procedures, to provide the foundation necessary to undertake institutional transformation.
- FAU was awarded \$259,519 from September 1st, 2016 through August 31st, 2019.
- FAU will implement an ADVANCE Institutional Transformation-Catalyst project to undertake institutional self-assessment activities and pilot best practices from ADVANCE institutions.
- FAU will administer baseline and follow-up surveys of tenure track and non-tenure track faculty, conduct an institutional policy review, review ADVANCE best practices,

choose practices to pilot, and evaluate these strategies using institutional and survey data.

- ADVANCE will include a leadership Team as well as an Internal Advisory Committee (IAC).
- The Faculty Worklife Survey at FAU 2017 is a modified online survey based on the University of Wisconsin-Madison “Study of Faculty Worklife Survey” at UW-M.
- The closed-and open-ended questions include: hiring process, promotion & tenure, collaboration, workload, diversity & climate, sexual harassment, hostile work environment, satisfaction with FAU, and demographics.
- The first survey administration is February 6th, 2017.
- The second follow up-survey is February 13th, 2017.
- The third follow-up survey is February 27th, 2017.
- The final follow-up survey is March 24th, 2017.
- **“FAU ADVANCE Overview” by Frankie Laanan will be added to the Guest Speakers list for the upcoming University Faculty Senate meeting on January 30th, 2017.**

9. Open forum with the Provost

- First, Provost Perry met with the Academic Planning and Budget meeting yesterday and the recommendation was to return to the original calendar prior to this academic year, which will eliminate the Fall Break. The students asked to go back to three reading days at the end of the semester.
- Next, Enrollment for the spring semester is on the upward trajectory. There is a concern about the FTIC retention rate. There will be new plans through the enrollment management group for out of state and non-residential students to the university. In the strategic plan, there is a goal to increase the amount of non-residential students.
- Finally, the Board of Trustees meeting is tomorrow and then the Board of Governors meetings will take place in Lakeland at Florida Polytechnic University on Wednesday and Thursday. There is a special session on 2+2 Articulation.

10. Good of the Steering Committee

- a. Dr. Susan Dyess motions to add the 2017-2018 and 2018-2019 Academic Calendars to the Business items agenda on the January 30th University Faculty Senate meeting with a **positive recommendation from steering**. Dr. Kim Dunn seconds. After a majority vote, the motion carries to add this item to the business items.
- b. Dr. Susan Dyess motions to add the Senate and Steering meeting dates and times to the Business items agenda on the January 30th University Faculty Senate meeting with a **positive recommendation from steering**. Dr. Paul Peluso seconds. After a majority vote, the motion carries.

11. Meeting adjourned at 3:01 p.m.

