

Steering Committee Meeting Minutes
April 16, 2021 (2pm – 4pm)
Webex

Members Present: Kevin Wagner, Bruce Arneklev, Bill Trapani, Kim Dunn, Michael Harris, Joy Longo, Meredith Mountford and Paul Peluso.

1. The meeting was called to order at 2:00pm by Chair, Dr. Kevin Wagner
2. The UFS Steering minutes from [March 18th, 2021](#) were approved by the committee.
3. **President's Report:**
 - A. Dr. Kevin Wagner states that Dr. Chris Beetle, Dr. Meredith Mountford, and Dr. Hari Kalva were elected to the Academic Planning and Budget Committee.
 - B. Next, Dr. Bill Trapani, Dr. LeaAnne DeRigne, Dr. Bruce Arneklev, Dr. Meredith Mountford, Dr. Frederick Hoffman, Dr. Evangelos Kaisar, and Dr. Richard Gendler were elected to the Policy Committee. The top four voters will receive 2-year terms and the bottom three voters will receive 1-year terms.
 - C. Finally, the Honors and Awards Committee and Diversity, Equity, and Inclusion Bylaws were passed.
4. **Guest Speakers**

Dr. Charles Dukes and Dr. Dilys Schoorman – Diversity Taskforce Presentation

 - The committee meets weekly and was tasked with bylaws, hiring policy review, faculty retention, and diversity-related comparative data.
 - Deeper inquiries include faculty/student racial/ethnic discrepancies across college and mentoring programs/strategies within and between disciplines, departments, and colleges
 - The Hiring Policy Review includes Provost's memo reviewed and recommendations offered, search committee training, recruitment recommendations/ plan, updated Workday procedures, data-informed practices, final report on whether the search increased diversity, develop recruitment resources on HR website, and review past hiring outcomes.
 - The Retention Committee include circulate information to all faculty to promote participation in programs that support research and writing goals toward tenure and promotion, develop a focus group (and/or series of personal interviews) on matters of retention, and to implement two to three structural changes to enhance mentorship for FAU faculty.
 - The committee's next steps include review hiring data from the past 3-5 years to establish a baseline and review the HEDS survey data and make recommendations.

5. UPC Consent Agenda

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

6. UPC Action Agenda

- A. University-Wide
- *AA Degree Requirements*
- Dr. Bruce Arneklev motions to move AA Degree Requirements with **positive recommendation from Steering**. Dr. Mike Harris seconds. After a majority vote, the motion carries.
- Undergraduate Research Certificate
- Dr. Mike Harris motions to move Undergraduate Research Certificate with **positive recommendation from Steering**. Dr. Bruce Arneklev seconds. After a majority vote, the motion carries.
- B. Arts and Letters
- *Ethnic Studies Certificate (New Title: Africana and Ethnic Studies Minor)*
- Dr. Bill Trapani motions to move Ethnic Studies Certificate (New title: Africana and Ethnic Studies Minor) with **positive recommendation from Steering**. Dr. Meredith Mountford seconds. After a majority vote, the motion carries.
- *BA in History – Africana History Concentration*
- Dr. Mike Harris motions to move BA in History – Africana History Concentration with **no recommendation from Steering**. Dr. Meredith Mountford seconds. After a majority vote, the motion carries.
- *Bachelor of Music Education*
- Dr. Mike Harris motions to move Bachelor of Music Education with **no recommendation from Steering**. Dr. Peluso seconds. After a majority vote, the motion carries.
- C. College of Business
- *BBA or BS in Economics/MS in Economics*
- Dr. Mike Harris motions to move BBA or BS in Economics/MS in Economics with **positive recommendation from Steering**. Dr. Joy Longo seconds. After a majority vote, the motion carries.
- *International Business*
- Dr. Paul Peluso motions to move International Business with **positive recommendation from Steering**. Dr. Bruce Arneklev seconds. After a majority vote, the motion carries.
- D. College of Engineering and Computer Science
- *BACS in Computer Science*
- Dr. Meredith Mountford motions to move BACS in Computer Science with **positive recommendation from Steering pending catalog changes**. Dr. Joy Longo seconds. After a majority vote, the motion carries.
- *Bachelor of Science in Mechanical Engineering/Master of Science in Artificial Intelligence*

- Dr. Kim Dunn motions to move Bachelor of Science in Mechanical Engineering/Master of Science in Artificial Intelligence with **positive recommendation from Steering**. Dr. Joy Longo seconds. After a majority vote, the motion carries.
- *Computer Science Minor*
- Dr. Kim Dunn motions to move Computer Science Minor with **positive recommendation from Steering**. Dr. Joy Longo seconds. After a majority vote, the motion carries.
- E. Honors College
- *BA or BS in Biological and Physical Science/MS in Mechanical Engineering*
- Dr. Mike Harris motions to move BA or BS in Biological and Physical Science/MS in Mechanical Engineering with **positive recommendation from Steering**. Dr. Joy Longo seconds. After a majority vote, the motion carries.
- *BA or BS in Biological and Physical Science/MS in Ocean Engineering*
- Dr. Paul Peluso motions to move BA or BS in Biological and Physical Science/MS in Ocean Engineering with **positive recommendation from Steering**. Dr. Joy Longo seconds. After a majority vote, the motion carries.
- F. Science
- *BS in Exercise Science and Health Promotion*
- Dr. Meredith Mountford motions to move BS in Exercise Science and Health Promotion with **no recommendation from Steering**. Dr. Paul Peluso seconds. After a majority vote, the motion carries.
- *BS/MS in Exercise Science and Health Promotion*
- Dr. Kim Dunn motions to move BS/MS in Exercise Science and Health Promotion with **no recommendation from Steering**. Dr. Joy Longo seconds. After a majority vote, the motion carries.
- *BA in Health Science/MS in Exercise Science and Health Promotion*
- Dr. Kim Dunn motions to move BA in Health Science/MS in Exercise Science and Health Promotion with **no recommendation from Steering**. Dr. Joy Longo seconds. After a majority vote, the motion carries.
- *Bachelor of Science in Geosciences: Climate Change Focus*
- Dr. Meredith Mountford motions to move Bachelor of Science in Geosciences: Climate Change Focus with **positive recommendation from Steering**. Dr. Kim Dunn seconds. After a majority vote, the motion carries.
- *Mathematics Minor*
- Dr. Kim Dunn motions to move Mathematics Minor with **no recommendation from Steering**. Dr. Paul Peluso seconds. After a majority vote, the motion carries.

7. UGC Consent Agenda

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

8. UGC Action Agenda

- A. College of Business

- *PhD in Business Administration*
- Dr. Joy Longo motions to move the PhD in Business Administration with **positive recommendation from Steering**. Dr. Bill Trapani seconds. After a majority vote, the motion carries.
- B. College of Engineering and Computer Science
- *BS in Mechanical Engineering to MS in Artificial Intelligence*
- Dr. Joy Longo motions to move the BS in Mechanical Engineering to MS in Artificial Intelligence with **positive recommendation from Steering**. Dr. Bill Trapani seconds. After a majority vote, the motion carries.

9. Business Items

- [A. MS in Business Analytics \(moved forward with positive recommendation from Academic Planning and Budget\)](#)
- Dr. Paul Peluso motions to move the MS in Business Analytics with **positive recommendation from Steering**. Dr. Kim Dunn seconds. After a majority vote, the motion carries.
- [B. Fringe Benefits](#)
- After discussion, the Faculty Senate will invite Lynn Asseff to present on the Fringe Benefits at the Senate meeting.
- C. Promotion and Tenure Updates
- [Criteria](#)
- [Principles](#)
- After discussion, Dr. Bruce Arneklev motions to move the Promotion and Tenure Updates with **positive recommendation from Steering**. Dr. Paul Peluso seconds. After a majority vote, the motion carries.
- D. Academic Integrity
- After discussion, the topic will be brought to the Policy Committee and invite Dean Ed Pratt and Associate General Counsel Daniel Jones.
- E. Course Proposal Form (moved forward with positive recommendation from Academic Planning and Budget)
- After discussion, the Course Proposal Form will be added to the Senate agenda as an informational item.

10. Open Forum with the Provost

- Provost Danilowicz states that the Research Space Guidelines will become a memorandum.
- Next, the Promotion and Tenure letters will be sent to Faculty today.
- The Board of Trustees is meeting on Tuesday and will discuss the Tenure process as an informational item.
- Finally, the Academic Program Committee's status and goals will be presented at the Board of Trustees meeting as well.

11. Good of the Steering Committee

- There was a discussion on Ph.D. hooding's at the Commencement ceremony. This will depend on CDC guidelines.

12. Meeting adjourned at 4:00pm.