

**Steering Committee Meeting**  
**Minutes**  
**November 26, 2013**  
**Community Engagement Conf. Rm. 246 - 3pm – 5pm**

**Members Present:** Ron Nyhan, William McDaniel, Bill Bosshardt, Deborah Floyd, Morton Levitt, Chris Beetle, Kevin Lanning, Diane Alperin, Michelle Hawkins, Gary Perry

**Absent:** Hari Kalva

**Guests:** Laura Joella, Mary Kay Boyd

1. The meeting was called to order by Chair, Dr. Ron Nyhan
2. The minutes of the meeting of [October 22, 2013](#) was approved with no objections from the committee.
3. **President's Report:**
  - Status on Senate Standing Committees – The Admissions and Retention committee has met for the second time and is moving forward with their tasks
  - eLearning in still in the process of being formed
  - Community Relations Committee-will be suspended-no formal announcement of who will chair the committee
  - All senators were sent the [Schedule of the Faculty Input](#) for the Presidential Search Process
  - All FAU faculty will be emailed the schedule to give them the opportunity to participate in the selection process as well
4. **[UPC Consent Agenda:](#)**

No objections from the committee - will go forward to Senate with **positive recommendation from Steering.**
5. **[UPC Action Items:](#)**
  - College of Business**
    - a) **Requirement Removal** – Removal of ENC 3213 as a requirement for the General Business major and Business core.

No objections from Steering – will go forward to Senate **with positive recommendation from Steering**
    - b) **College of Engineering and Computer Science**

**Civil Program Changes/Geomatic Program Changes** – Civil and Geomatics Engineering  
No objections from Steering – will go forward to Senate **with positive recommendation from Steering**
6. **[UGC Consent Agenda:](#)**

No objections from Steering – will go forward to Senate **with positive recommendation from Steering**

a) **College for Design and Social Inquiry**

Program Change – MSW Program Catalog Updates

Steering were in favor of moving to UGC Consent Agenda – will go forward to Senate

**with positive recommendation from Steering**

Program Change – Ph.D. Public Administration

Steering were in favor of moving to UGC Consent Agenda – will go forward to Senate

**with positive recommendation from Steering**

b) **College of Nursing**

Program Change – Bridge Program

Steering were in favor of moving to UGC Consent Agenda– will go forward to Senate

**with positive recommendation from Steering**

7. **UGC Action Items:**

a) **College for Design and Social Inquiry**

Program Change – Master of Public Administration

no representation-Steering agreed to move forward **without recommendation** to Senate

b) **College of Business**

Program Change – Master of Accounting, Master of Taxation, Exec. Master of Accounting, Exec. Master of Taxation

No representation- Steering agreed to move forward **without recommendation** to Senate

c) **College of Science**

Program Change – Professional Master of Science in Medical Physics (MSMP)

No objections from Steering – will go forward to Senate **with positive recommendation from Steering**

Program Change – Graduate Remote Sensing Certificate

No objections from Steering – will go forward to Senate **with positive recommendation from Steering**

8. **Business Items:**

a) **Spring 2014 Steering Committee meetings-New Time Slot**

- Steering had no objections to scheduling the Steering Meetings in Spring 2014, for Tuesdays from 2pm to 4pm
- The next Senate Meeting on January 17, 2014, conflicts with the final interview and selection of the President
- Dr. Nyhan proposed to move the senate meeting a week later to January 24, 2013
- All were in favor – will be put forward to Senate with positive recommendation from Steering.

b) **Online Spot Evaluations**

- The Assessment committee was charged with looking at the possibility of moving SPOT's to a hundred percent online.
- The committee received feedback from most of the stake holders and coordinated with all the committees their concerns of moving this forward
- The Assessment Committee came back with positive recommendation to initiate the move one hundred percent in the spring 2014 semester
- The current software will also need to be tweaked and developed to be effectively launched
- Concerns arose on how the P&T committee would review two different versions/response rates of the faculty evaluation. However, the P&T committee has been advised in advance to consider these changes.
- There were concerns relating to less than 100% response rates-no bias of opinion in the evaluation-it will be counted.
- Steering is in favor of this recommendation – Nancey France, Chair of the Assessment Committee will present their recommendation to the Senate.
- The committee also discussed marketing strategies needed to remind students to complete the online spot evaluation which the Provost Office will take the lead on. Steering will encourage the faculty to be made more aware of this process.
- It was also agreed to elect someone to assess the online spots to determine the response rates.
- It was also suggested that OIT look at the possibility of making the spots accessible on mobile phones for students
- Steering was in favor of moving forward to Senate with positive recommendation to implement the online spot evaluations in the Spring 2014 semester.

#### **9. Speaker:**

- Dr. Perry agreed to speak at the Senate regarding his presentation to the Board of Trustees, his recommendation on the tenth metric for FAU

#### **10. BOT Report:**

- The Collective Bargaining agreement went forward positively.

#### **11. Good of the Steering**

**Meeting adjourned at 4:15pm**