

**Steering Committee Meeting Minutes**  
**October 29, 2020 (2pm – 4pm)**  
**Webex**

**Members Present:** Kevin Wagner, Bruce Arneklev, Chris Beetle, 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 [October 1<sup>st</sup>](#) were approved by the committee.
3. **President's Report:**
  - A. Dr. Kevin Wagner states that the Steering committee will have a run-off election between Dr. Susannah Brown and Dr. Bill Trapani
  - B. Nominations are still open for the Academic Planning and Budget committee seat.
4. Guest Speakers
  - N/A
5. [UPC Consent Agenda](#)
  - There are no objections. The consent agenda stands **approved**.
6. [UPC Action Agenda](#)
  - A. College of Engineering and Computer Science
    - *Artificial Intelligence (New Minor)*
    - Dr. Joy Longo motions to move Artificial Intelligence (New Minor) with **positive recommendation from Steering**. Dr. Bruce Arneklev seconds. After a majority vote, the motion carries.
    - *Artificial Intelligence (New Certificate)*
    - Dr. Kim Dunn motions to move Artificial Intelligence (New Certificate) with **positive recommendation from Steering**. Dr. Paul Peluso seconds. After a majority vote, the motion carries.
  - B. College of Science
    - *Pharmaceutical Technology Certificate Program*
    - Dr. Paul Peluso motions to move Pharmaceutical Technology Certificate Program with **positive recommendation from Steering**. Dr. Kim Dunn 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 Science
    - *Postbaccalaureate Research Education Program*

- Dr. Kim Dunn motions to move Postbaccalaureate Research Education Program with **positive recommendation from Steering**. Dr. Mike Harris seconds. After a majority vote, the motion carries.

## **9. Business Items**

- [A. Academic Transcripts and Reporting of All Grades](#)
- After discussion, Brian Hodge will reach out to Elizabeth Rubin and Daniel Jones on guidance of what the catalog stated and compliance issues with financial aid. Brian Hodge will bring this item back at a later meeting.
- B. Classroom Recordings
- After discussion, Dr. Kevin Wagner will reach out to Dr. Markus Schmidmeier on language to be added before Senate.
- [C. Policy and Procedures Recommendations](#)
- After discussion, the Policy and Procedures committee will look into the bylaws of the previous Honors and Awards committee.
- D. Resolution of Schedule Change
- After discussion, Dr. Chris Beetle will share a google document with the Steering Committee.
- E. Moment of Silence for Arlene Franklin
- After discussion, Dr. Kevin Wagner will have a moment of silence for Arlene Franklin and Geri Mayer.
- There was a discussion on Slattery closing. Dr. Paul Peluso will look into the closing.

## **10. Open Forum with the Provost**

- Vice Provost Michele Hawkins discusses the Spring 2021 request for in person sections. Rooms are being optimized and sent to review to the EOT and Covid Recovery Committee.
- Deans and chairs are working on AWA accommodations.

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

- Dr. Joy Longo commends health students during Covid-19.

## **12. Meeting adjourned at 3:55pm.**