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 November 23, 2021 were approved by the committee.
3. President’s Report:
   A. Dr. Kevin Wagner and Dr. Kim Dunn states that the Faculty Senate Advisory Committee met and discussed budget cuts, the CARES Act funding, state-mandated waiver, guns on campus and vaccine distribution for faculty and staff.
   B. Dr. Kevin Wagner and Dr. Kim Dunn will discuss information discussed from the Fiscal Task Force meeting at the next Faculty Senate meeting.

4. UPC Consent Agenda
   - There are no objections. The consent agenda stands approved.

5. UPC Action Agenda
   - A. College of Arts and Letter
     - BA in Multimedia Studies: Multimedia Journalism Concentration
     - Dr. Paul Peluso motions to move BA in Multimedia Studies: Multimedia Journalism Concentration with positive recommendation from Steering. Dr. Bruce Arneklev seconds. After a majority vote, the motion carries.
   - B. College of Engineering and Computer Science
     - BSCS in Computer Science and Second Bachelor’s
     - Dr. Kim Dunn motions to move BSCS in Computer Science and Second Bachelor’s with positive recommendation from Steering. Dr. Bruce Arneklev seconds. After a majority vote, the motion carries.
   - C. Honors College
     - Digital Game Development
     - Dr. Mike Harris motions to move Digital Game Development with positive recommendation from Steering. Dr. Bruce Arneklev seconds. After a majority vote, the motion carries.

6. UGC Consent Agenda
   - Dr. Meredith Mountford motions to move Masters in Women, Gender and Sexual Studies to the action agenda. There are no objections. The consent agenda stands approved.

7. UGC Action Agenda
   - A. College of Arts and Letters
• **Masters in Women, Gender and Sexual Studies**
  Dr. Meredith Mountford motions to table Masters in Women, Gender and Sexual Studies until the next Steering agenda with catalog clarification changes. Dr. Mike Harris seconds. After a majority vote, the motion carries.

8. **Business Items**
   - **A. Procedure for Removing Proposals/Curriculum Changes (Dr. Beetle)**
     After discussion, Dr. Kim Dunn motions to have the Academic Planning and Budget Committee review this item and develop a joint process memorandum. Dr. Paul Peluso seconds. After a majority vote, the motion carries.
   - **B. Policy Committee Recommendations on Reinvigorating Shared Governance**
     After discussion, Dr. Bill Trapani motions to bring the item back to the Policy Committee for review as well as setting up a meeting with the Provost to discuss further. Dr. Mike Harris seconds. After a majority vote, the motion carries.
   - **C. UGC Memo on Dissertations**
     After discussion, Dr. Mike Harris motions to add UGC Memo on Dissertations as a discussion item at the Faculty Senate meeting. Dr. Bill Trapani seconds. After a majority vote, the motion carries.
   - **D. Class Caps**
     After discussion, Provost Bret Danilowicz will discuss course caps in the open forum with the Provost at the Faculty Senate meeting. Dr. Kim Dunn seconds. After a majority vote, the motion carries.
   - **E. Diversity, Equity & Inclusion Committee Bylaws**
     After discussion, Dr. Meredith Mountford motions to add the Diversity, Equity & Inclusion Committee Bylaws as a discussion item at the Faculty Senate meeting. Dr. Kim Dunn seconds. After a majority vote, the motion carries.

9. **Open Forum with the Provost**
   - Provost Bret Danilowicz discusses having Canvas mandatory for faculty. As of now, Canvas is mandatory for Adjuncts. There have been issues in reporting financial aid on the federal level.
   - Dean Ed Pratt is working on how departments can add DEI courses. He will circulate the information to the Circle of Chairs.
   - Finally, Provost Danilowicz discusses his goal to report on the Academic Program Committee at upcoming Steering and Senate meetings.

10. **Good of the Steering Committee**
   - No Items

11. **Meeting adjourned at 4:07 pm.**