

Steering Committee Meeting Minutes
January 21, 2021 (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 [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.