



Steering Committee Meeting
Minutes
April 10, 2025
2:00 PM – 4:00 PM
ZOOM

Members Present: Kim Dunn, William Trapani, Bruce Arneklev, Charles Dukes, Khaled Sobhan, Chris Beetle, LeaAnne DeRigne and Meredith Mountford

1. The meeting was called to order at 2:00 pm by Chair, Dr. Kim Dunn.
2. UFS Steering minutes
 - The UFS Steering minutes from [March 13, 2025](#), were **approved by the committee**.
3. President's Report
Dr. Dunn reported on the following:
 - **Provost Search**
 - New Provost expected to be in place by January 1, 2026.
 - Permanent Dean of the College of Education will be selected after the new Provost begins.
 - Current focus is on preparing the search pool for campus interviews in Spring 2026.
 - **College of Education – Interim Dean**
 - National search for permanent dean closed due to candidate withdrawals.
 - An interim dean will be appointed.
 - Faculty input is being gathered.
 - The search committee will submit candidate evaluations (strengths and challenges) by a set deadline.
 - Interim dean expected to be named by mid-May, prior to the end of faculty contracts.
 - Appointment may range from one semester to one year, depending on the permanent hire timeline.
 - The Provost will send a summary to faculty in early May outlining:
 - Interim timeline
 - Alignment with new Provost's arrival
 - Overview of planning for the upcoming academic year.

4. Guest Speakers

- Gregg Fields, Vice President for Research
 - Dr. Fields reported that the university has secured \$58.5 million in federal funding year-to-date, representing a 25% increase.
 - He also noted that four grants have been suspended, including U-RISE, a British History project, an Alzheimer's study, and one unidentified new award. Concerns were raised regarding the lack of transparency in how these suspensions are being applied.
 - A further update on the matter is expected at the April 21 Senate meeting.

5. Open Forum with the Provost

Provost Ivy reported the following:

- QEP Director Departure
 - Dr. Brittanney Adelman, Director of the Math Learning Center and Quality Enhancement Plan.
 - Internal search is underway for a new QEP Director.
- International Student Visa Issues
 - Five students (from India, Spain, Nigeria) had visas revoked.
 - FAU identified status changes via SEVIS; students were not notified by the government.
 - Affected students are being contacted and offered advising appointments.
 - FAU cannot provide legal advice; support services are being offered.
 - Faculty concerns include student visa status, potential deportation, academic continuity, and advising.
 - University will consult with external immigration counsel.
 - One revoked student is currently on OPT and remains under FAU monitoring.
 - Faculty emphasized completing the semester for affected students.
- Florida DOSE Data Request
 - University received a public records request from the Florida DOSE group.
 - Requested data includes grants, publications, and position descriptions.
 - Two April deadlines; Academic Affairs and HR are coordinating the response.
 - Provost will share the original request letter with Deans for distribution.
- Low Degree Productivity Reviews (BOG Process)
 - Florida Board of Governors is conducting a degree productivity review.
 - Review includes only the past three years (COVID years excluded).
 - Thresholds: 30 graduates (Bachelor's), 15 (Master's), 10 (Doctoral) over 3 years.
 - FAU will receive the list of at-risk programs by the end of the spring semester.

- Action plans are due mid-August.
- Possible outcomes include program mergers or closures.

6. Committee Reports

- Academic Planning and Budget Committee, William Trapani
 - [Senate/Steering Dates 2025-2026](#)
 - Dr. Trapani, presented the Senate and Steering Committee calendar for the upcoming academic year. He noted that the calendar follows the structure used in previous years, with meetings scheduled roughly on a monthly basis. A minor adjustment was made to the spring schedule to avoid conflict with Spring Break. The proposed dates were reviewed by the University Undergraduate Programs Committee (UPC), the University Graduate Program Committee (GPC), and relevant staff to ensure alignment.

7. [UPC Consent Agenda](#)

Motion: A motion was made to move forward with positive recommendation by steering. **Motion carries.**

8. [UPC Action Agenda](#)

Motion: A motion was made to move forward with positive recommendation by steering pending the agreed-upon revision on the following item: Minor and Certificate in Applied Global Business Communications. **Motion carries.**

9. [UGC Consent Agenda](#)

Motion: A motion was made to move forward with positive recommendation by steering. **Motion carries.**

10. [UGC Action Agenda](#)

Motion: A motion was made to move forward with positive recommendation by steering. **Motion carries.**

11. Old Business

A. Curriculum Process

- [New Course Draft](#)
- [Terminate Course Draft](#)
- [Course Change Draft](#)

Steering discussed the following:

- Course Proposal and Evaluation Method

- Discussion held on the inclusion of grading scales and evaluation methods in course proposals.
 - Consensus that grading scales may be unnecessary in the proposal form.
 - **Motion** made to remove the grading scale from the form. **Motion carries.**
 - Evaluation methods discussed; noted that some course designations (e.g., research-intensive) require specific grading breakdowns.
 - Varied opinions on the relevance of evaluation methods for general course approvals.
- Decisions on Course Forms
 - **Motion** made to remove the grading scale from course proposal forms; evaluate inclusion of the course evaluation method based on course designation; send the revised forms to the Senate with a recommendation for further review and finalization after stakeholder feedback. **Motion carries.**
- B. Recording Steering Committee Meetings
- Discussion was held on the possibility of recording Steering Committee meetings.
 - Suggestion made to make recordings available online in a searchable format to enhance transparency amid increased state oversight.
 - Minimal opposition expressed some concerns regarding privacy and accessibility.
 - No decision was made; discussion remained inconclusive.
12. New Business
- [Curriculum Committee Agendas-Consent versus Action Agenda Guidelines](#)
13. Good of the Steering Committee
- None.
14. **Meeting adjourned at 3:56 pm.**