



**Steering Committee Meeting
Minutes
January 16, 2025
2:00 PM – 4:00 PM
ZOOM**

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

1. The meeting was called to order at 2:01 pm by President-Elect, Dr. Bill Trapani.
2. UFS Steering minutes
 - The UFS Steering minutes from [November 21, 2024](#), were **approved by the committee.**
3. President's Report
 - None.
4. Guest Speakers
 - None.
5. Committee Reports
 - Academic Budget and Planning Committee, Bill Trapani, Chair
 - [25-26](#) and proposed [26-27](#) calendars
 - [Academic Calendar Overview](#)

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

6. [UPC Consent Agenda](#)

Moved the following below to the action agenda and

- Arts and Letters:
 - Lit 3060
 - **Motion:** A motion was made to move Lit 3060 back to the consent agenda with positive recommendation by steering. **Motion carries.**
- Business:

- College of Business Core Curriculum
 - **Motion:** A motion was made to retain this item on the action agenda with positive recommendation by steering. **Motion carries.**
- Engineering:
 - Civil Engineering bachelor's program
 - **Motion:** A motion was made to retain this item on the action agenda with positive recommendation by steering pending revisions. **Motion carries.**
 - Environmental Engineering bachelor's program
 - **Motion:** A motion was made to retain this item on the action agenda with positive recommendation by steering pending revisions. **Motion carries.**
 - Geomatics Engineering bachelor's program
 - **Motion:** A motion was made to retain this item on the action agenda with positive recommendation by steering pending revisions. **Motion carries.**
- Science:
 - BSC 4884, Introduction to Biological Networks
 - **Motion:** A motion was made to retain this item on the action agenda with no recommendation by steering. **Motion carries.**
 - Pharmaceutical Technology Certificate
 - **Motion:** A motion was made to retain this item on the action agenda with positive recommendation by steering pending revisions. **Motion carries.**

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

7. [UPC Action Agenda](#)

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

8. [UGC Consent Agenda](#)

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

9. **UGC Action Agenda**

- [M.S. in Biomedical Engineering catalog changes](#)
- [BME 5065 Advanced Finite Element Analysis in Biomedical Engineering](#)
- [BME 5205 Advanced Orthopedic Biomechanics](#)

- [BME 5313 Biomedical Engineering Cell Biology & Physiology](#)
- [BME 5365 Advanced Neuromechanics](#)
- [BME 5905 Advanced Methods of Biomedical Engineering Research](#)
- [Statement from the Academic Planning and Budget Committee](#)

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

10. Old Business

None.

11. New Business

None.

12. Open Forum with the Provost

- Provost Ivy reported on the following:
 - Board of Governors (BOG) meeting on January 30, 2025, at the University of North Florida.
 - An update on the review of the BOG's Gen Ed curriculum process and the two-week period for adding courses approved at other universities. Furthermore, he announced that the BOG will be voting on General Education (Gen Ed).
 - An update on the Core Curriculum.
 - Update on new dean hires and candidates.
 - An update on the Board of Trustees (BOT), which now has four new members

13. Good of the Steering Committee

- Dr. Meeroff requested to present at the Senate on the topic of AI and syllabi.

14. **Meeting adjourned at 3:50 pm.**