



Steering Committee Meeting

Minutes

November 20, 2025

2:00 PM – 4:00 PM

ZOOM

Members Present: William Trapani, Kim Dunn, Bruce Arneklevn, Khaled Sobhan, David Newman, LeaAnne DeRigne and Chris Beetle

1. The meeting was called to order at 2:00 pm by Chair, Dr. William Trapani.

2. UFS Steering minutes

The UFS Steering minutes from [October 23, 2025](#), were **approved by the committee**.

3. President's Report

Dr. Trapani's Report Highlights:

- **Provost Search:** Additional candidate campus visit scheduled; timeline for final decision not yet announced.
- **Strategic Planning:** University strategic plan process will begin after Thanksgiving with consultant Jill Holman.
- **Non-Resident Tuition:** BOT approved increase effective Fall 2026; revenue will support university academic and student-service operations.
- **State Requirements:** Expanded syllabus submission rules and state data requests continue; Academic Affairs processing current Dodge request.
- **Personnel:** Two faculty returned from administrative leave; one case pending resolution.

4. Guest Speakers

None.

5. Open Forum with the Provost

Provost Ivy reported on the following:

- **Announcements**
 - International Education Week celebration held today (4:00–5:00 PM).
 - Library Update: FAU admitted to ASERL; faculty encouraged to reference this designation in grant proposals and academic program documentation.
- **State Request**
 - Academic Affairs preparing data for a large state request involving course, major, certificate, and syllabi information.
- **Admissions & Enrollment**
 - Explore FAU: Three events held; ~800 student attendees at most recent.

- Early Action: ~26,000 completed applications; decisions release on December 5.
- FTIC Applications: Over 40,000 received; ~33,000 complete. Next decision cycle: January 5.
- Spring applications flat year-over-year.
- **Online & Continuing Education (COCE)**
 - Approximately 50 fully online programs (certificate and degree).
 - Fall 2025: ~3,019 students enrolled in fully online programs.
 - ~1/3 of FAU's student credit hours delivered online.
 - COCE received the 2025 Eduventures Innovation Award.
- **COCE Financial Contributions (FY25)**
 - GTA funding: **\$1.8M**
 - Dean's incentive funding: **\$800K**
 - Faculty training stipends: **\$900K**
 - Summer instructional support: **\$1.35M**
- **International Student & Scholar Update**
 - Shared resource link with current federal updates on H-1B and other immigration changes.
 - Annual international student report provided (three-year trends).
 - Enrollment impacts noted in Engineering master's programs due to visa delays in India.
 - Recruitment partner working to diversify student markets; Vietnam identified as a growing source market.
- **Enrollment & Tuition Update**
 - University exploring **FTIC enrollment growth**, balanced with classroom capacity and performance-based funding metrics.
 - Non-resident tuition increase revenue will be centrally allocated through the standard budgeting process.

6. Committee Reports

None.

7. UPC Consent Agenda

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

Motion carries.

8. UPC Action Agenda

1. Arts and Letters

Motion: A motion was made to bundle the Undergraduate Certificate and Minor in Classical Studies. Motion carries. 2nd Motion: A motion was made to move forward with positive recommendation by steering. **Motion carries.**

Motion: A motion was made to bundle the Certificate and Minor in Middle East Studies.

Motion carries. 2nd Motion: A motion was made to move forward with positive recommendation by steering. **Motion carries.**

Program Change: Bachelor of Arts in Philosophy - Motion: A motion was made to move forward with positive recommendation by steering. **Motion carries.**

2. Business

Applied Global Business Communication - Program change to the Minor and Certificate: Motion: A motion was made to move forward with positive recommendation by steering. **Motion carries.**

3. Engineering and Computer Science

New program – Bachelor of Science in Artificial Intelligence with Philosophy:

- Academic Planning & Budget (APB) reviewed the proposal and reported no financial concerns.
- APB memo will be attached when forwarded to Senate.
- Motion: A motion was made to move forward with positive recommendation by steering. **Motion carries.**

New Program – BS in Biomedical Engineering / MS in Artificial Intelligence (Combined Program)

- Motion: A motion was made to move the proposal forward with a positive recommendation from Steering, pending revised language to clarify the GPA requirement. **Motion carries.**

New Program – Aerospace Engineering & Robotics Engineering Certificates

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

4. Honors College

New Program – Neuroscience Minor: Motion: A motion was made to move forward with positive recommendation by steering. **Motion carries.**

5. Science

Program Change – BS in Biological Science: Motion: A motion was made to move forward with positive recommendation by steering. **Motion carries.**

Program Change – BS in Chemistry: Concentration in Biochemistry: Motion: A motion was made to move forward with positive recommendation by steering. **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](#)

New Combined Program: BS in Biomedical Engineering to MS in Artificial Intelligence

- Matches the undergraduate proposal approved earlier.

- Motion: A motion was made to move the proposal forward with a positive recommendation from Steering, pending revised language to clarify the GPA requirement. **Motion carries.**

11. Old Business

- [Bylaws Revisions](#)

The Steering committee reviewed the proposed bylaws revisions, which incorporate recommendations from Steering and the Policies & Procedures Committee. The revisions modernize the document, align it with current practice, and streamline outdated or unclear language.

Amendment: Steering Committee Membership

It was noted that the described campus-based composition of the Steering Committee in the draft document did not reflect current or past practice.

Motion: A motion was made to remove the highlighted language specifying campus-based membership requirements for the Steering Committee. **Motion carries.**

Amendment Proposal: Elected Senators Section

A clause under “Elected Senators” requiring that any campus with ten or more faculty have at least one senator was identified as inconsistent with how faculty representation currently functions across campuses.

Motion: A motion was made to strike the clause beginning “with the condition...” through the end of that sentence.

After discussion, the committee opted **not** to act on the deletion at Steering and instead will elevate the issue to the full Senate for broader consideration. **Motion failed.**

A subsequent motion was made to forward this recommended removal to Senate for consideration. **Motion carries.**

Final Action on Bylaws Package

Motion: A motion was made to approve the full set of bylaws revisions (as amended) and forward them to the University Faculty Senate with a positive recommendation. **Motion carries.**

12. New Business

None.

13. Good of the Steering Committee

None.

14. **Meeting adjourned at 2:58 pm.**