



Steering Committee Meeting
Minutes
November 21, 2024
2:00 PM – 4:00 PM
ZOOM

Members Present: Kim Dunn, William Trapani, Bruce Arneklev, Charles Dukes, Khaled Sobhan, Chris Beetle, 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 [October 24, 2024](#), were **approved by the committee**.
3. President's Report
Dr. Dunn reported on the following:
 - Presidential Search
 - Dr. Dunn gave an update on the president search. During the Board of Trustees meeting, there was discussion about the presidential search, specifically regarding the lack of detailed requirements in the presidential profile. Concerns were raised about the broad qualification criteria, including only a terminal degree and no specific requirements for experience or prestige. Faculty concerns were shared, and it was emphasized that faculty input is important for the success of the new president. The Board chair acknowledged the need for both faculty representation and institutional interests. Ultimately, the presidential profile was approved unanimously, and the advertisement for applications was launched.
4. Guest Speakers
 - Enrollment Planning, James Capp
 - Dr. Capp was scheduled as a guest speaker but had a scheduling conflict and was unable to present at the Steering Committee meeting. However, he was included on the agenda to ensure consensus from steering that he should present at the Senate meeting. A motion was made for Dr. Capp to present at Senate. **Motion carries.**
5. Committee Reports
 - Academic Budget and Planning Committee, Bill Trapani, Chair
 - The committee discussed the challenges related to variations in contact hours within the academic calendar. There was a suggestion to explore solutions to ensure consistent contact hours, though some issues may remain difficult to

resolve. The committee agreed to continue working on these problems and encouraged further input on calendar-related concerns.

- A reminder was made about the upcoming virtual Budget Forum. Faculty were encouraged to attend or send questions in advance.
- Academic Freedom and Due Process Committee, Dawn Rothe
 - Dr. Rothe gave an update on the academic freedom statement developed by the Academic Freedom and Due Process Committee. The committee had met twice, in October and November, to review suggestions from the Senate body and deliberated on a suitable response. After lengthy discussions, they drafted a statement emphasizing Florida Atlantic University's commitment to academic freedom, drawing from core principles of the American Association of University Professors (AAUP). The statement concluded with a commitment to uphold and defend academic freedom. **Motion:** A motion was made to move forward with positive recommendation by steering. **Motion carries.**

6. [UPC Consent Agenda](#)

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

7. UPC Action Agenda

A. Arts and Letters

- New Program Support, Caribbean and Latin American Studies Minor
 - A motion was made to move forward with positive recommendation by steering. **Motion carries.**
- New Program Support, Acting for the Camera Minor
 - A motion was made to move forward with positive recommendation by steering. **Motion carries.**

B. Undergraduate Studies

- Policy Change, Academic Actions for Freshmen
 - A motion was made to move forward with positive recommendation by steering with edit recommendations. **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

None.

10. Old Business

None.

11. New Business

None.

12. Open Forum with the Provost

Provost Ivy reported on the following:

- **Faculty Attestation Process:** Jason Ball is simplifying the process, allowing faculty to quickly confirm their review or selection of materials. Testing is expected soon.
- **Textbook Review for Anti-Semitism:** The team is reviewing 25 textbooks using AI to identify red flags. The library has assisted with scanning and obtaining books. Once scans are complete, the committee will review the findings and determine next steps.
- **SACS Reaffirmation:** Official letter would likely arrive in early January after the annual meeting in December.
- **International Education Week:** announced the International Education Week celebration, hosted by the Center for Global Engagement. Awards will be given to faculty, staff, and students for their contributions to international student success.

13. Good of the Steering Committee

None.

14. **Meeting adjourned at 4:00 pm.**