1. The UFS meeting was called to order by William McDaniel, President, at 2:00 p.m. in Engineering East 106 on the Boca Raton Campus and videoconference at the Davie Campus, the SeaTech Campus, the Harbor Branch Campus, and the Jupiter Campus.

Members present: see appendix for spreadsheet

Guests present: Janet Cramer, Ed Pratt, Peter Ricci, Dilys Schoorman, Sarah Milton and others who did not sign in

2. Without one correction and no objection, the Senate accepted the October 5, 2012 UFS minutes

3. The President’s report briefly addressed: **a.**October BOT: [i] Approved a bond issue for the new parking garage near stadium/Innovation Village; [ii] Approved refinancing of residence halls at Jupiter Honors College and Innovation Village; [iii] As of this July, a revised new degree application process. First a short feasibility study. Second, a BOG mandated approval by Work Group of Council of Academics VPs to reduce duplication and encourage inter-university cooperation. **b.** A memo of 6-4-2012 makes more clear faculty participation in decisions to terminate degrees. The policy now explicitly states that the process goes through the program level, then GPC or UGC, then Steering, then Senate and then FAU administration. **c.** Steering meetings will now begin at 2 p.m. for remainder of 2012-2013.

4. UPC Consent Agenda [see appendices]: **Accepted without objection**

5. UPC Action Items:

**a.** New certificates in Hospitality Management and Meetings and Events Management [see appendices] Explanatory comments and answers to questions by Peter Ricci.**Approved by majority vote**

**b.**Changes to the B.S. in Biology: revamping of the core and merging Tiers 2 and 3 [see appendices].Explanatory comments and answers to questions by Sarah Milton.**Approved by majority vote**

6. GPC Consent Agenda [see appendices]:**Accepted without objection**

7. GPC Action Item: Program Revision for Education Specialist Degree (Ed.S).Major overhaul, explained by Floyd andDilys Schoorman.**Approved by majority vote**

8. Business item: The proposal to amend the FAU Constitution concerning Library Advisory Committee was introduced at the October meeting. **Approved by over two-thirds majority vote at this November meeting.** The Bylaws now read: “The Library Advisory Committee shall consist of one faculty member from each college and one member from the Library faculty. The method of selection of the members shall be determined by the individual units. If a regular Committee member is unable to attend a meeting, the unit may designate a proxy. The Committee shall elect its chair from among the college members.”

9. Comments by President Saunders: [i] general university information; [ii] there was a visit by the Business Development Board. It reported 800+ new jobs in Palm Beach County recently; [iii] BOT retreat highlight is a reaffirmation of strategy and goals set forth in the 2011 retreat; [iv] comment on implementation of the strategic plan – an ad hoc committee (half faculty, half administrators] will oversee; [v] FAU needs some thought as to courses and programs that support aspirations of those graduating specialties; [vi] tuition increases were to be for quality enhancement. The legislature forced them to be to replace state subsidies. FAU currently has no market rate tuition programs, as other SUS have; [vii] responded to a question concerning the state’s Blue Ribbon Task Force’s recommendation for tuition differentials that make STEM degrees less costly than other degrees.

10. Open Forum with the Provost: Provost Brenda Claiborne[i] reported that FAU will have a demonstration report at the BOG meeting in its request for BOG Special Funding; [ii] noted a continuing effort for improving student success has aspects of (α) deans and chairs will see insure better advising and course offering structures, (β) application of the Strategic Plan, (γ) developing statistics on why FAU loses students; [iii] that the APBC will provide input to allocation of the erstwhile restored $25,000,000.

10. Good of the Senate: **a.**Senator Haky suggested SPOTs become online. Dean Pratt noted a $20,000 annual expense to paper SPOTs. Online SPOTs may have lower response and written comments could be lost. Bosshardt said that the Assessment Committee had discussed online SPOTs but ultimately rejected the idea. The sense of the Senate is that Steering will discuss whether the Assessment Committee should revisit the matter.b. Mike Harris requests that Steering discuss potential Senate input to the issue of post-tenure review. President McDaniel agreed.

11. Adjournment was at 3:20 p.m.

**Appendices**

Attendance Spreadsheet:

|  |  |  |  |
| --- | --- | --- | --- |
| **College - # of Seats** | **First Name** | Last Name | Nov |
| **Engineering - 3** | Jonathon | Bagby |   |
|  | Evangelos  | Kaisar |   |
|   | Hari | Kalva | X |
| DSI - 3 | Philippe  | D'Anjou |  X |
|  | Michele | Hawkins | X |
|  | Bruce | Arneklev | X |
| Honors - 2 | Kanybek | Nurtegin | X |
|   | Jon | Moore |   |
| Business - 5 | John  | Valentine |   |
|  | Jim | Han | X |
|  | Eric | Shaw |   |
|  | Stuart | Galup |   |
|  | Bill | Bosshardt | X |
| Education - 4 | Deborah | Floyd | X |
|  | Joseph | Furner | X |
|  | David | Kumar |   |
|   | Meredith  | Mountford |   |
|  |   |   |   |
| A&L - 9 | MaryAnn | Branaman |   |
|  | Brian | McConnell |   |
|  | Mike | Harris | X |
|  | Douglas  | McGetchin |   |
|  | Tim  | Lenz |   |
|  | Max  | Kirsch |   |
|  | Fred  | Fejes |   |
|  | Yolanda | Gamboa | x |
|  | Jennifer  | Low |   |
| Science - 6 | Chris | Beetle | x |
|  | Stephen | Locke | x |
|  | James | Kumi-Diaka | x |
|  | Markus | Schmidmeier | x |
|  | Fred | Hoffman |   |
|  | Tom | Monson |   |
| Medicine - 2 | Morton | Levitt | x |
|  | Kathleen | Guthrie | x |
| Nursing - 1 | Susan | Dyess |   |
| Library - 2 | Lauri | Rebar  | x |
|   | Teresa | Van Dyke | x |
| **Senator** | **First Name** | Last Name | Nov |
| **Presidential Rotation:** |   |   |   |
| Senate President | William | McDaniel | x |
| **Past president or president elect** | Ronald | Nyhan | x |
|  |   |   |   |
| Faculty Assembly Heads: |   |   |   |
| **EO Medicine** | Rainald | Schmidt-Kastner | x |
| EO Science | Jerry | Haky |   |
| EO Engineering | Khaled  | Sobhan |   |
| **EO DSI** | Rosalind | Carter |  x |
| EO Honors | Warren  | McGovern |   |
| EO Education | Philomena  | Marinaccio-Eckel | x |
| **EO A&L** | Marshall | DeRosa |   |
| **EO Business** | John | Bernandin | x |
| EO Library | Kristy  | Padron |   |
| EO Nursing | Bernadette | Lange | x |
|  |   |   |   |
| Committee Chairs: |  |  |   |
| Academic Freedom and Due Process Committee |  |   |
| Admission and Retention Committee |  |  |   |
| Assessment Committee | Nancey | France |   |
| Athletics Committee | Eric  | Shaw |   |
| Distance Education Committee |  |  |   |
| Graduate Council | Deborah  | Floyd | x |
| Honors and Awards Committee | Michelle | LaRocque |   |
| Library Advisory Committee |  |  |   |
| Promotion and Tenure Committee |  |  |   |
| Research Committee | Arlene | Fradkin |   |
| Undergraduate Programs Committee | Jerry | Haky | x |
| Graduate Programs Committee | Nancy | Poulson |   |
| Committee on Committees | Valerie | Bryan | x |
|  |   |   |   |
| Nonvoting Members: |  |  |   |
| President | Mary Jane | Saunders | x |
| Provost | Brenda | Claiborne | x |

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Item 4:



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Item 5.a. from UPC Action

1. **New certificates in Hospitality Management and Meetings and Events Management**

The Hospitality Management Program in the College of Business Marketing Department is proposing new certificates in Hospitality Management and Meetings and Events Management in response to demand from students and requests from advisors and industry professionals. The programs would be open to both degree-seeking and non-degree-seeking students and would require 15 credits, all with a minimum grade of “C.” The department would be able to offer the programs with no additional costs, faculty members or courses, as discussed in the rationale below. **The UUPC approved the new certificate programs.**

From: Peter Ricci, Director, Hospitality Management, College of Business

Date: September 27th, 2012

Re: Rationale for Proposing Certificates in Hospitality Management and Meetings and Events Management

We are proposing a certificate in Hospitality Management (1) and a second certificate in Meetings and Events Management (2).

The reasons for these proposals include the following:

1) A trend over the past five years of many non-degree-seeking students from the local hospitality workforce taking our courses and *requesting* an official certificate in both areas. We have approximately 15 to 30 non-degree-seeking students per year.

2) Ongoing and regular requests from the College of Business advising office to create these two certificate programs. The advising professionals within the College of Business, the director of the College of Business advising office and the support staff members of the College of Business advising office have all requested for us to create these two certificates. There is an apparent desire from existing FAU students to have the *option* of getting a certificate in either Hospitality Management or Meetings and Events Management (or both) without having to fully pursue the minor in hospitality management.

3) As part of FAU’s strategic plans, which include community engagement, our hospitality industry advising group felt that it was in the best interest of the regional hospitality workforce to have these certificates available. Our competitor institutions (i.e., Lynn University, Florida International University and Palm Beach State College) all have similar certificates in place; actually, they have many more varieties than these two. But, this is a start.

4) The hospitality industry remains the state’s largest private employer and is the largest private employer in Broward, Palm Beach, Miami-Dade, Monroe, Collier, Lee, Martin and most every other surrounding county. This offering of certificates will aid the local workforce in improving their job skills and employability as part of FAU’s community engagement and outreach.

The program director has had *multiple* requests for certificate programs from regional resorts, hotels, private country clubs, casinos, event planning companies, destination marketing agencies, travel agencies, cruise lines, restaurants and attractions. There exists tremendous potential to attract non-degree-seeking students to these certificates... and, possibly, to degree programs after completion of these certificate courses.

5) These certificates can be provided with a) **no** additional course offerings to the schedule already in rotation, b) **no** additional faculty members and c) **no** additional costs to the university, college or program except for the paper that the certificates are printed on (and, this paper is already in stock for various other certificates across multiple business programs and is already administered by the College of Business advising office).

In sum, these certificates are fully justifiable to create a “win win” scenario among FAU, the local hospitality workforce and both our traditional students and non-degree-seeking students.

**CERTIFICATE IN HOSPITALITY MANAGEMENT**

The Certificate in Hospitality Management provides an industry-focused curriculum to those who desire employment within the hospitality and tourism industry – Florida’s #1 private employer. Students must complete 15 credit hours from the courses below. The Certificate in Hospitality Management is open to both degree-seeking and non-degree-seeking students. All courses must be completed with a minimum grade of “C” or better.

**Core Courses (9 credits)**

Introduction to Hospitality Management HFT 3003 3

Excellence in Guest Service Management HFT 4240 3

Fundamentals of Lodging Management HFT 4253 3

**Electives (6 credits); select any two courses from the group below**

Principles of Food and Beverage Management HFT 3263 3

Hospitality Marketing and Revenue Management HFT 4503 3

Meetings and Events Management HFT 3741 3

Performance Analysis for Hospitality Managers HFT 4453 3

Principles of Hospitality Law HFT 3603 3

Human Resources Management for the Hospitality Industry HFT 3221 3

International Field Experience in Hospitality Management HFT 4955 3

Special Topics in Hospitality Management HFT 4930 3

**CERTIFICATE IN MEETINGS AND EVENTS MANAGEMENT**

The Certificate in Meetings and Events Management provides an operations-focused curriculum to those who desire employment within the meetings, events, exhibitions or conventions industries. Students must complete 15 credit hours from the courses below. The Certificate in Meetings and Events Management is open to both degree-seeking and non-degree-seeking students. All courses must be completed with a minimum grade of “C” or better.

**Core Courses (12 credits)**

Meetings and Events Management HFT 3741 3

Introduction to Hospitality Management HFT 3003 3

Fundamentals of Lodging Management HFT 4253 3

Excellence in Guest Service Management HFT 4240 3

**Electives (3 credits); select any one course from the group below**

Principles of Food and Beverage Management HFT 3263 3

Hospitality Marketing and Revenue Management HFT 4503 3

Special Venue Marketing MAR 4933 3

Promotional Management MAR 4323 3

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Item 5.b. from UPC Action

**Changes to the B.S. in Biology**

The Department of Biological Sciences is proposing changes to its B.S. in Biology program to produce a definitive, up-to-date list of requirements, to streamline the curriculum and to improve flexibility in order to facilitate timely graduation. This involves changes to the program’s core requirements, including making into electives some formerly required courses, as detailed in the proposal below. **The UUPC approved the changes.**

**Proposal to revise the BS in Biology curriculum.**

Dr. Sarah Milton, Dr. John Nambu, Dr. Xing-Hai Zhang, Dr. Colin Hughes

**Motivations, changes made and justifications.**

**Overview of problems with current curriculum.** Descriptions of the curriculum requirements for the BS in Biology are out of date, provide little flexibility, are inconsistent among several versions, and some versions contain classes not approved by the faculty. Our goal was to produce a definitive, up-to-date list of requirements and to introduce more flexibility that helps students graduate on time.

**Problems, proposed changes and justifications:**

**1.** New courses are being taught that are not listed in the existing curriculum. We have added all missing classes. Justification: this will make the options available to undergraduates obvious.

**2.** Five pre-professional classes have been inserted into some versions of the curriculum without the approval of faculty. These classes (Introduction to Animal Science & Lab, BSC 4930 and Lab; Animal Nutrition, BSC 4930; Premed Success, IDS 3122; Introduction to Pre-Professional Studies and Lab, PCB 3083 and Lab; Basic Clinical Skills, PCB 4930) have been deleted. Justification: the Biology Faculty decided these were not appropriate for credit toward a Major in Biology. However, the proposed curriculum together with IFP accounts for 106 credit hours, leaving students preparing for careers in health-related fields room to add these classes to their program of study.

**3.** The current curriculum provides little flexibility for students. We propose moving Evolution into the core curriculum. We propose requiring students to take three out of four core Biology classes (the others are Ecology, Molecular and Cellular Biology, and Genetics).  Justification: this provides flexibility to students; pre-meds and similarly interested people may choose to skip Ecology for example, if that is not interesting to them, while more holistic thinkers might choose to skip Molecular and Cell Biology. Students would however, still be able to take all four classes if they so choose.

**4.** Since Tier 2 classes are of similar stature to Tier 3 electives, the distinction should be abolished. So the remnant of Tier 2 was merged with Tier 3. This leaves our curriculum with two groups of classes: Core and Electives. Justification: this removes the ambiguity of having two levels of electives and simplifies the structure of the curriculum.

We see these changes as being re-organizing, updating and accuracy checking our curriculum. We anticipate a small effect on the Chemistry department. As discussed with Dr. Haky, while most Biology majors are preparing for a career in health-related fields, most will still take Organic Chemistry Lab and Biochemistry, so the decrease in enrollment that might result from making these electives will be small.

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Item 6.



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Item 7.

