



**Steering Committee Meeting
Minutes
August 29, 2024
2:00 PM – 4:00 PM
Board of Trustees Room and 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 2:02 pm by Chair, Dr. Kim Dunn.
2. The UFS Steering minutes from [April 18, 2024](#), were **approved by the committee**.
3. President's Report
Dr. Dunn welcomed steering committee members and attendees. She provided updates on the following:
 - Regulation Updates:**
 - **Regulation 4.001:** This regulation on academic integrity has been updated to include provisions related to artificial intelligence and specifies that students found in violation are ineligible for grade forgiveness.
 - **Regulation 4.007:** This regulation pertains to student issues, with specific details not covered in this update.
 - Presidential Search Update:**
 - The proposed timeline for the presidential search is available. Faculty advisors have been assigned tasks, including responding to search committee questions, encouraging faculty participation in listening sessions, and facilitating discussions.
 - Nominations for faculty representation were adjusted, with two changes made by the Board of Trustees Chair. Darlene Parrish from the Libraries was recently added to the list of faculty nominees.
 - Anonymous feedback can be submitted via the search website. To access it, click on the menu in the upper right corner and select "Stakeholder Input" under Communications. Dr. Dunn will provide links to this information in her report.
 - Automated Sign-In for Senate:**
 - Dr. Dunn also reported an update on the implementation of an automated sign-in system for Senate meetings. This system aims to streamline attendance tracking and enhance efficiency.
 - Faculty Emeritus Recognition:**
 - Dr. Dunn reported on Faculty Emeritus, William Hopwood from the College of Business, acknowledging his contributions and service to the institution.
 - Upcoming Senate Speakers:**

- **September:** President Volnick will be the guest speaker.
- **September:** Sherry Murphy, Trustee & Chair of Presidential Search Committee, Presidential Search Listening Session
- **October:** Audrey Pusey, Dean of Students, will be the guest speaker.

4. Guest Speakers

- **Post Tenure Review, Stephen Engle**

- **Post-Tenure Review Success:** The post-tenure review process was highly successful, thanks to the exceptional team assembled from the start. Dr. Dunn was instrumental in identifying key university members who contributed to developing an effective process.
- **Review Outcomes:** This year, 63 faculty members were reviewed: 44 exceeded expectations, 18 met expectations, 1 did not meet expectations, and none were rated unsatisfactory. The university audit revealed only minor recommendations, highlighting the robustness of our process.
- **Future Plans:** For the upcoming review cycle, 85 individuals have been identified. Compliance issues on departmental websites have been addressed. The review process will continue with a mix of volunteers and required participants.

- **General Education Update, James Capp**

- **General Education Approval Process:** The Steering Committee convened an emergency meeting to facilitate this process. The plan was successfully presented to the Board of Trustees, who held an emergency session to approve it before the September 1 deadline, as required by Governor's Regulation 8.005.
- **Next Steps:** The plan will be submitted to the U.S. Department of Education Office of K-12 Articulation. This office will make a recommendation to the Board of Governors, which will review the proposal in a public meeting. A decision is expected by December 1.
- **Current Status:** No additional feedback was received from the Board of Governors staff after the latest updates. This is a positive outcome compared to other institutions.
- **Upcoming Actions:** The team is working on integrating the updates into the statewide course numbering system by the September 1 deadline. Plans for potential reintroduction of viable courses will be discussed as we prepare for the next academic year.

5. Committee Reports

- **Academic Planning and Budget Committee, William Trapani**

- **Budget Model Update:** The CFO, Jayson Iroff, will present a new budget model to the Board of Trustees in September. If approved, it will be reviewed by the Academic Planning Budget Committee and the Senate. Dual budget models will be used for comparison.
- **Data Collection and Course Review:** The committee discussed the importance of collecting data on student response rates and potential outliers with high response rates. There will be a focus on improving student engagement and assessing different models for the calendar window to better align with institutional goals and practices.

6. [UPC Consent Agenda](#)
 - Sent forward with a positive recommendation by steering.
7. [UPC Action Agenda](#)
 - Sent forward with a positive recommendation by steering with recommended revisions.
8. UGC Consent Agenda
None.
9. UGC Action Agenda
None.
10. Old Business
None.
11. New Business
None.
12. Open Forum with the Provost
 - **Washington Monthly Ranking:** Last year: 46th and this year: 41st. Significant improvement in national ranking based on social mobility, research, and service.
 - **Enrollment Update:** FTICs (First-Time in College): 4,323 enrolled as of Tuesday morning; Transfers: 2,562 registered as of Tuesday morning (transfers are up 4% compared to previous years); International and Returning Students: Over 1,800; Study Group Participation: Approximately 1,100 are from Study Group partnerships, notably in the College of Business and College of Engineering.
 - **Record Enrollment:** Total enrollment for the fall semester: 31,448. This exceeds the previous highest enrollment of 31,000.
 - **FAFSA Issues:** Recent FAFSA issues have impacted students. FAU Cares Fund: \$2.3 million allocated to assist affected students. Assistance Provided: 2,395 students have been helped so far.
 - **College Searches:**
 - **College of Medicine:** Search nearing conclusion with three finalists having presented. Feedback is being reviewed to finalize the selection, aiming for a new hire by the spring semester.
 - **College of Nursing:** Search has progressed with semifinalists interviewed and five finalists selected. Final campus visits scheduled for September.
 - **College of Education:** Dean Silverman announced he will step down at the end of the academic year. Early discussions for the search have started with WittKieffer. Dr. Michael Horswell from Arts and Letters will chair the search committee. The goal is to have the search committee review semifinalists by the end of the semester, aiming for a quick resolution in the spring.
 - **Textbook Affordability:** A proposed amendment to Bog Reg 8.003 will be discussed in the upcoming BOG meeting in September. It will require faculty to attest that they have

reviewed all course materials each semester, including textbooks, tests, assignments, and other instructional materials. This attestation must be completed and submitted in accordance with university guidelines.

- The committee is actively seeking feedback on the proposed amendment to Bog Reg 8.003. Key issues and concerns include test banks and partial textbook use, attestation details and implications for academic freedom.
- Initial requirements for reviews to be completed before the fall semester have been pushed back.

13. Good of the Steering Committee
None.

14. **Meeting adjourned at 3:57pm.**