

**Steering Committee Meeting Minutes**  
**November 22, 2021 (2pm – 4pm)**  
**Webex**

**Members Present:** Kim Dunn, Kevin Wagner, Bruce Arneklev, Bill Trapani, Charles Dukes, Joy Longo, Meredith Mountford and Paul Peluso.

1. The meeting was called to order at 2:00pm by Chair, Dr. Kim Dunn.
2. The UFS Steering minutes from [October 28, 2021](#) were approved by the committee, pending an update of Senate President.

**3. President's Report:**

- A. Dr. Kim Dunn announces that the tenure regulation and ethics regulation will not be on the Board of Trustees agenda.
- B. The Steering Committee will reconvene on the Academic Freedom offline.

**4. Guest Speakers**

A. Elizabeth Rubin – Ethics Hotline and Process

- In 2018, FAU launched the compliance and ethics program.
- The third party ethics hotline was established to discuss categories such as financial and research.
- Policies are internal and approved by the President. A committee reviews policies.
- Regulations are approved by the General Counsel's office.
- After discussion, Dr. Kevin Wagner motions to **add Elizabeth Rubin to the Senate agenda**. Dr. Paul Peluso seconds. After a majority vote, the motion carries.

B. Dr. Donna Chamely-Wiik- Undergraduate Research Certificate

- The goal is to recognize undergraduate students for systematic development of excellence in undergraduate research.
- The certificate requires 12 credit hours of Coursework and Presentation
- Faculty can encourage students who are conducting research and inquiry to apply for the Certificate.
- After discussion, Dr. Kevin Wagner motions to **add Dr. Donna Chamely-Wiik to the Senate agenda**. Dr. Paul Peluso seconds. After a majority vote, the motion carries.

**5. Committee Reports**

A. Dr. Tina Penhollow – University Research Committee

- The University Research Committee reviews sabbaticals based on receiving the sabbatical, following the set criteria and instructions, can they do research without it, preference for travel, and merit of their research.
- There were 16 one-semester sabbaticals applied.

- After discussion, Dr. Paul Peluso motions to **add Dr. Tina Penhollow to the Senate agenda**. Dr. Kevin Wagner seconds. After a majority vote, the motion carries.

## 6. UPC Consent Agenda

- There are no objections. The consent agenda stands **approved**.

## 7. UPC Action Agenda

- A. College of Arts and Letters
- *Political Communication*
- Dr. Kevin Wagner motions to move **Political Communication with positive recommendation from Steering**. Dr. Paul Peluso seconds. After a majority vote, the motion carries.
- *Sports Studies*
- Dr. Kevin Wagner motions to move **Sports Studies with positive recommendation from Steering**. Dr. Paul Peluso seconds. After a majority vote, the motion carries.
- *Peace, Justice and Human Rights Certificate*
- Dr. Kevin Wagner motions to move **Peace, Justice and Human Rights Certificate with positive recommendation from Steering**. Dr. Paul Peluso seconds. After a majority vote, the motion carries.
- B. College of Science
- *BS in Exercise Science and Health Promotion*
- Dr. Kevin Wagner motions to move **BS in Exercise Science and Health Promotion with positive recommendation from Steering**. Dr. Paul Peluso seconds. After a majority vote, the motion carries.

## 8. UGC Consent Agenda

- There are no objections. The consent agenda stands **approved**.

## 9. UGC Action Agenda

- No items.

## 10. Business Items

- A. UGC Recommended Policies on Dissertation Chairing and Completion Incentive Programs
- [November 10, 2021 Memorandum](#)
- [December 16, 2021 Memorandum](#)
- [Charge to Graduate Council on Graduation Student Supervision and Graduations](#)
- After discussion, Dr. Bill Trapani motions to **send this item to the Steering committee to review**. Dr. Charles Dukes seconds. After a majority vote, the motion carries.

## 11. Open Forum with the Provost

- Provost Danilowicz announces that there has been discussions on mask recommendations in the classroom.
- There is discussion about keeping the faculty option for hi-flex classes.

- Foot traffic has declined by half prior to Covid.
- Finally, Provost Danilowicz congratulates Dean Pratt on his retirement.

**12. Good of the Steering Committee**

- No Items.

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