

**Steering Committee Meeting  
Minutes  
October 10, 2016  
BOT Conference Room, 2pm – 4pm**

**Members Present:** Chris Beetle, Meredith Mountford, Paul Peluso, Susan Dyess, and Kevin Wagner, and Kim Dunn.

**Guests:** Shari Goldstein, Ingrid Johanson, Michael Kane, Naelys Luna, Ron Nyhan, Susan Fulks, Debra Szabo, Deborah Floyd, Russ Ivy, Michele Hawkins, Ed Pratt.

1. The meeting was called to order at 2:08pm by Chair, Dr. Chris Beetle.
2. The UFS Steering minutes from [September 1<sup>st</sup>, 2016](#) were approved by the committee.
3. **President's Report:**
  - a. Dr. Chris Beetle updates the members and guests first by letting them know that President Kelly will not be attending the next Senate meeting along with the Provost, Dr. Perry. The Board of Governor's meeting is now a two-day meeting which will take place next Monday and Tuesday. Vice President of Research, Dr. Dan Flynn will be presenting at the next Senate meeting on October 17<sup>th</sup>. Dr. Flynn will provide an update about external funding and the pillars. The Vice President of Finance Dorothy Russell will be presenting on November 14<sup>th</sup> to speak about how the performance funding will be spent and budgeted over the upcoming year. President Kelly is rescheduled for the December 12<sup>th</sup> meeting.
  - b. As of now, Dr. Beetle has no volunteers for the bylaws revision. Dr. Beetle will update the revisions and present to the committee hopefully by the next meeting.
4. [UPC Consent Agenda](#)
  - a. There are no objections. The consent agenda stands **approved**.
5. [UPC Action Agenda](#)
  - o **College for Design and Social Inquiry**
    - o *Criminology and Criminal Justice*
    - o Dr. Susan Dyess motions to send forward with a **positive recommendation from Steering**. Dr. Kim Dunn seconds. After a majority vote, the motion carries.
    - o Dr. Dunn has a few questions about making the courses pure electives. Dr. Dunn asks how frequently will the course be taught, and does it make sense to keep classes in low demand.
    - o Dr. Ron Nyhan explains that there are insufficient resources to accommodate demands.
    - o Dr. Wagner states that the College for Design and Social Inquiry has given students more options for classes to take.
  - b. **College of Science**

- *BA with major in Health Science*
- Dr. Dunn appreciates the revisions and is curious about how students interested in healthcare are going to be advised about this program versus the Healthcare Administration program in the College of Business. Dr. Dunn asks if there are advisors that are equipped enough to place the students in the correct major.
- Dr. Ingrid Johanson states that this degree program is designed to help students that are currently not receiving the grades necessary for medical or nursing school by giving them a soft-landing alternative.
- Dr. Dunn asks how a student is supposed to sort out the differences between both degrees.
- Dr. Johanson would direct the students to the advisors.
- Dr. Shari Goldstein states that the students entering this program will be upperclassmen and will know if they want a more clinical or business aspect with the patient. There will be training with the advisors once approved. The advisors will be trained on which direction the students are heading. Dr. Goldstein announces that their department will start to share information with other offices, including the Career Development Center.
- Dr. Paul Peluso asks why it's a Bachelors of Arts degree and not a Bachelor's of Science degree.
- Dr. Johanson states that the Bachelors of Arts gives them more flexibility in the future if there is a demand for it. This degree does not primarily focus on science and math.
- Dr. Dunn motions to send forward with **a positive recommendation from Steering**. Dr. Dyess seconds. After a majority vote, the motion carries.
- Dr. Beetle reopens the President's Report to introduce Michael Turtz as the new Administrative Staff Assistant.

## 6. [UGC Consent Agenda](#)

- Dr. Beetle addresses the members to let them know that the links on the UGC Consent Agenda file are broken. Dr. Beetle states that this committee cannot perform a proper review of these items without visibility.
- Dr. Naelys Luna asks if the programs can be approved by December.
- Dr. Beetle states that if the programs are approved by December that there is plenty of time and can certainly be in place by January.
- Dr. Beetle gives the option of keeping the proposed items on the Consent Agenda for the next meeting or have an email vote to move to the UGC Action Items by Friday with no recommendation.
- Dr. Nyhan states that the vote to keep it on the consent agenda by email is preferable to postponing for another month.
- Dr. Beetle proposes an updated version of this agenda where the members of the Steering Committee can review the items and any Steerer has the power to move any item to the action items. Any item that has not been removed from the consent agenda will remain on the consent agenda for the Senate. The discussion will be in the Senate rather than the Steering Committee.

- Dr. Wagner states that Steerer's only respond if they want to take off an item on the agenda.
- Dr. Beetle confirms with Dr. Wagner.
- Dr. Wagner motions. Dr. Peluso seconds.
- Dr. Beetle reiterates that **the motion is that members of the Steering committee will have until Friday to email Arcadia Betancourt asking for any item on this consent agenda to be moved to the action items for the Graduate Council. Any items that are moved will go to the action agenda with no recommendation from the Steering Committee. Any items not moved will remain on the consent agenda for the Senate.**

## 7. UGC Action Items

- a. There is no agenda this month.

## 8. Business Items

### a. Student Success Update, Chris Beetle

- Dr. Beetle reiterates the question of if we are losing students after their first year and second year, where are they going.
- Dr. Beetle is not ready to present the data from the Student Success Update to the Steering Committee today.
- Dr. Beetle will try to present during the next senate meeting.
- There will be nothing to act on with this business item.

### b. [Sustained Performance Evaluation](#)

- Dr. Beetle states that this committee needs to decide if the senate should have a formal planned discussion at the next meeting and if this item belongs on the agenda.
- Dr. Dyess asks for clarification of the policy.
- Dr. Beetle states that the Sustained Performance Evaluation is the policy of the University at this time. The Senate is still free to comment however it sees fit. For the healthiness of our joint governance at the University, it is important to have an open discussion among the faculty of this policy. The final version of this policy is linked on the agenda today.
- Dr. Beetle says the question is would it be better to have a business item for an open discussion of this policy at our upcoming UFS meeting or not.
- Dr. Meredith Mountford believes that it would be important to have a discussion at the upcoming UFS meeting.
- Dr. Wagner states that since the Provost will not be at the UFS meeting, that the operational questions might not be answered.
- Dr. Mountford asks if they could postpone the discussion until Dr. Perry is back from the Board of Governor's meeting.
- Dr. Dyess asks if there will be Provost staff at the next UFS meeting to answer any questions.
- Dr. Perry states that he will not be at the next UFS meeting scheduled for October 17<sup>th</sup> because he will be at the Board of Governor's meeting on both October 17<sup>th</sup> and 18<sup>th</sup>. He

reiterates that the policy has been issued. He welcomes a continue of the discussion during the next UFS meeting.

- Dr. Beetle believes it's necessary to offer an opportunity for members of the Senate and faculty as well to speak on this issue if they want at the next UFS meeting.
- Dr. Perry wants to invite Dr. Diane Alperin to the next UFS meeting due to the fact that she was the Vice Provost at the time the Sustained Performance Evaluation was under review.
- Dr. Wagner says that whether or not we want it on the agenda, the Sustained Performance Evaluation will be brought up. Dr. Wagner wants the Sustained Performance Evaluation on the agenda and any questions for the Provost can be answered at the UFS meeting on November 14.
- Dr. Dyess mentions that since Dr. Michele Hawkins can't be at the meeting, there should be no reason why Dr. Alperin cannot attend as well. This way the answers will be more responsive. If there is a concern, then there will be a response to that.
- Dr. Beetle believes the reason for having this conversation is that part of the policy is that there is work for the faculty to do this year. Each academic unit has to craft what a written description of their expectations are.
- Dr. Wagner asks if faculty are going through this process next year.
- Dr. Beetle answers the question by stating no. This year will be drafting, next year there is nothing scheduled, and the year after that will begin the first round of evaluations. The Provost is obliged after the first year of evaluations to review how the policy is working with the committee.
- Dr. Dunn states that the committee needs to reiterate that there was opportunity for the faculty to voice their opinion during the planning phase.
- Dr. Beetle is going to invite members of the committee that advised the Provost of this policy being drafted to attend the upcoming UFS meeting.
- Dr. Beetle states that they will leave the agenda item as it is and have a discussion.
- Dr. Wagner asks if Dr. Beetle is keeping the Student Success Update on the agenda or taking it off.
- Dr. Beetle will take the Student Success Update off the agenda unless he has data prepared to present at the next UFS meeting.

## **9. Open forum with the Provost**

- First, Dr. Perry announces that Dr. Beetle presented the Student Success report to the Board of Trustees retreat and it went remarkably well.
- Next, Dr. Perry states that there was a little damage at Harbor Branch from Hurricane Matthew but overall no damage at all of the campuses.
- Dr. Perry reiterates that the Academic Planning and Budget Committee discussed having a Fall Break for the student body and originally we would take off those days for hurricane days if necessary. Those two days are today and tomorrow and we made a decision not to cancel the Fall Break because there was not enough time to do that due to the hurricane. Dr. Perry will be reaching out to the Colleges about taking the reading day on December 7<sup>th</sup> as a Hurricane make-up day and will be requesting the plans for any Instructors that lost instruction time.

- Dr. Perry mentions that he will not be at the next UFS meeting due to the Board of Governor's two day meetings on October 17<sup>th</sup> and 18<sup>th</sup>. There will be three major committee meetings that Florida Atlantic University will be involved in at the Board of Governors meetings. First, Dr. Perry will be presenting a report to the Board of Governor's about the cost of online degree programs in the Online Innovation Committee meeting. Last year, the legislature reduced the distance learning fee to \$30 and Florida Atlantic University was at \$37; we lost \$7 a credit hour which was a 1.2-million-dollar loss in E-Learning. Dr. Perry states that we will hopefully not see any further reduction from the presentation.
- The second committee that Dr. Perry will be involved in is the Budget and Finance committee. The Board of Governors will be discussing changes to the performance metrics coming up in the next year.
- The third committee meeting is the Facilities meeting. Dr. Perry will also be presenting about a request for funding for the new building on the Jupiter campus.
- Dr. Perry announces that Dr. Phillip Boiselle will become the new dean for the Charles E. Schmidt College of Medicine. Dr. Boiselle will be joining Florida Atlantic University in January and an announcement will be going out shortly.
- Dr. Wagner asks why the Sustained Performance Evaluation decision making is the way that it is.
- Dr. Perry needs to have accountability on the decision making. He added a financial benefit to both categories (meets expectations and exceeds expectations). The funds will come out of the University budget. Also, the decision will allow for shared governance. If the Deans and Counsel disagree, then they will meet to come up with a solution. If they cannot make a final decision, then it will be decided by the Provost.
- Dr. Mountford questions the Dean's role over tenured faculty. She asks if the Dean has the authority to dismiss a tenured faculty member.
- Dr. Perry addresses the question by stating that the Sustained Performance Evaluation does not mention dismissal.
- Dr. Mountford asks if we have been performing Sustained Performance Evaluation's in the past.
- Dr. Perry answers yes.
- Dr. Perry reiterates at the end of the process; it is the Provost that makes the final decision. If the Dean and the Committee agree, then that is the end of the process. If the Dean disagrees with the decision of the Committee, then it could be appealed to the Provost.
- Dr. Mountford asks if the Sustained Performance Evaluation will create tension among the faculty member and the Dean. Will this put more pressure on the faculty-administrator relationship.
- Dr. Perry doesn't believe that there will be more pressure on the faculty-administrator relationship, and reiterates that performance evaluations are in place at many institutions across the country. Florida International University is in the process of their evaluations as of now.
- Dr. Mountford asks if this is an indirect mandate for associate professors to move up to the professor level.

- Dr. Perry states that it is the Colleges will set the criteria of what each department expects from their faculty.
- Dr. Mountford praises the compromised Sustained Performance Evaluation
- Dr. Beetle states that the hope is that the Sustained Performance Evaluation will have a positive impact. First, they did not create a new mechanism. Second, the process did not add an additional burden on faculty. Third, this will allow to break new ground on joint governance at Florida Atlantic University. Fourth, there is not only a 3% raise for faculty that exceed expectations but also a 1.5% raise for faculty that meet expectations.

**10. Good of the Steering Committee**

- a. There are no items.

**Meeting adjourned at 3:05 p.m.**

