

**Steering Committee Meeting Minutes**  
**March 19, 2020 (2pm – 4pm)**  
**Webex**

**Members Present:** Kevin Wagner, Bruce Arneklev, Chris Beetle, Kim Dunn, Michael Harris, Meredith Mountford and Paul Peluso.

1. The meeting was called to order at 2:00pm by Chair, Dr. Kevin Wagner
2. The UFS Steering minutes from February 17, 2020 were approved by the committee.
3. **President's Report:**
  - President Kelly will speak to the faculty senate remotely at the next meeting.
  - Nominations for President, 3 Steering Committee Seats and 3 Academic Planning and Budget Committee seats will close at the next Faculty Senate meeting.
4. **Presenters**
  - Dean Ed Pratt presents the IFP redesign.
  - There was a discussion of piloting existing courses.
  - Dean Pratt has offered to meet with departments.
  - The IFP redesign will be voluntary.
5. **UPC Consent Agenda**
  - There are no objections. The consent agenda stands **approved**.
6. **UPC Action Agenda**
  - **College of Business**
    - *Cybersecurity Minor and Certificate*
    - Dr. Bruce Arneklev motions to move Art Minors in General and Art History Minor with a **positive recommendation from Steering**. Dr. Paul Peluso seconds. After a majority vote, the motion carries.
  - **College of Engineering and Computer Science**
    - *Preprofessional Program*
    - Dr. Meredith Mountford motions to move BBA/BS in Accounting with a **positive recommendation from Steering**. Dr. Bruce Arneklev seconds. After a majority vote, the motion carries.
    - *Computer Engineering, Computer Science and Electrical Engineering bachelor's programs*
    - Dr. Meredith Mountford motions to move Computer Engineering, Computer Science and Electrical Engineering bachelor's program with a **positive recommendation from Steering**. Dr. Bruce Arneklev seconds. After a majority vote, the motion carries.
    - *Ocean Engineering*

- Dr. Chris Beetle motions to move Ocean Engineering with a **positive recommendation from Steering**. Dr. Bruce Arneklev seconds. After a majority vote, the motion carries.
- **College of Science**
  - *BS in Medical Biology*
  - Dr. Chris Beetle motions to table BS in Medical Biology one month to allow the Academic Planning and Budget Committee to review. Dr. Paul Peluso seconds. After a majority vote, the motion carries.
  - *BS in Chemistry, Biochemistry Concentration*
  - Dr. Chris Beetle motions to move BS in Chemistry, Biochemistry Concentration with a **positive recommendation from Steering**. Dr. Bruce Arneklev seconds. After a majority vote, the motion carries.
  - *BS in Neuroscience and Behavior*
  - Dr. Chris Beetle motions to move BS in Neuroscience and Behavior with a **positive recommendation from Steering**. Dr. Meredith Mountford seconds. After a majority vote, the motion carries.
  - BA in Psychology
  - Dr. Meredith Mountford motions to move BA in Psychology with a **positive recommendation from Steering**. Dr. Paul Peluso seconds. After a majority vote, the motion carries.

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

- Dr. Chris Beetle motions to **remove BSC 6905 from the consent agenda**. Dr. Meredith Mountford seconds. There are no objections. The consent agenda stands approved.

## 8. UGC Action Items

- No Items.

## 9. Business Items

- **Policy Committee Syllabus**
  - [Guidelines for Course Syllabi proposed by UFS Policy Committee](#)
  - [Guidelines for Course Syllabi](#)
  - [Syllabi Summary](#)
  - [Syllabi Template Revised](#)
  - After discussion, Dr. Paul Peluso motions to **move the Policy Committee Syllabus with a positive recommendation** from Steering. Dr. Bruce Arneklev seconds. After a majority vote, the motion carries.

## 9. Open Forum with the Provost

- Provost Bret Danilowicz states that the transition online has went well working with OIT and eLearning.
- Next week, we will have to decide as a University on a pass/fail option for students.

- The withdrawal date has been moved to April 10<sup>th</sup>.
- Provost Danilowicz discusses Canvas and Webex etiquette issues that may arise.
- Finally, we need to have a conversation with student organization advisors about co-curricular activities.

**10. Good of the Steering Committee**

- a. No Items.

**11. Meeting adjourned at 4:06pm.**