UFS Meeting Agenda: **Draft 12/5/12**
Provost Conference Room
11:30 – Lunch
12:00-2:00 – Meeting

Please note that each agenda item has an indicated number of minutes associated with it. For example if a **[5]** appears, the agenda calls for 5 minutes on a particular item. We will try this format and evaluate its effectiveness with an eye towards continuous improvement. We ask, of course, that everyone prepares for the meeting adequately with thoughts ready on agenda items and also that we do our best to be parsimonious in our comments while respecting everyone’s right to speak. Naturally communication outside of the meeting is encouraged to make each of us better prepared.

1. Approval of November minutes (Sakai). Carry over action items appear below. [5]
2. Approval of agenda. [5]
3. UFS Operating Procedure – At the scheduled meeting end time shown above, UFS President calls follow up meeting one week hence (12/12/12) for unfinished agenda items.
4. University President Report [10]
5. Provost Report (possibly including :) [15]
	1. Academic Plan Document
	2. Academic Transformation
	3. Online Offering Increases
	4. The Provost has asked that we view this video prior to the UFS meeting http://www.youtube.com/watch?v=U6FvJ6jMGHU
6. University Registrar – Michael Driscoll [10]
	1. E-catalog
	2. Advising Module
7. Director of Writing [15]
	1. Status of Writing Program, possible steps?
8. Governance Steering Council Report to UFS – Spencer/Gerlowski [5]
	1. UB21 Steering/Learning Committee Call
9. Work Life Committee [10]
	1. Tenure Track Faculty Appointment Contracts – Action Item
	2. Promotion and Tenure Process – Action Item
	3. Engaged Retirement
	4. Emeritus Status Library Faculty
10. New Program Proposal - MS in Forensic Science – High Technology Crime Action Item [10]
11. Progress on Constitution Ratification – Catherine Johnson [10]
12. Academic Policy Committee Report [10]
	1. Brief discussion report on University Admissions
	2. Timetable, future reports and policy items
13. Formation of UFS Special Task Force for Coordinating Curricula and Learning of Entering Students [15]

Future UFS Meeting Dates:

* Wednesday 1/16
* Wednesday 2/6
* Wednesday 3/6
* Wednesday 4/3
* Wednesday 5/1