**Steering Committee**

**Minutes**

**April 4, 2018**

**Attendance:** Chris Blakeley, James Day, Laurel Leonard, Rebecca Li, Jennifer Palmgren, Barbara Strassman, Raj Toor, Dovid Wasserman-Plaza, Jessica Stover. Colleen Schmidt (CSCC), Andrew Leynes (CFA), Paul Wiita (CAP).

Excused Absence: Martha Stella

1. **Reports from committee chairs**
2. **Approval of minutes from February 21, 2018 –** minutes approved.

**Due to snow days on March 7 and March 21, Steering reviewed the following through email.**

**3. The electronic acceptance of final recommendations from CFA, CAP, and CSCC**

Steering voted electronically to accept the following final recommendations from CFA:

1. Emeritus Status – Faculty
2. Emeritus Status - Staff

These recommendations were forwarded to the provost.

Steering voted electronically to accept the following final recommendations from CAP:

a. Residence Requirements

b. Bachelor of Arts in Biology

c. Graduate Certificate in Teacher Leadership

d. Majors and Minors Defined Policy

These recommendations were forwarded to the provost.

Steering voted electronically to accept the final recommendations from CSCC on a Tobacco Free Campus. This recommendation was forwarded to the provost.

1. **The electronic acceptance of the charge to CFA - Term dates for PRC’s**

Steering voted electronically to accept the charge on Term Dates for PRCs. This charge was forwarded to CFA.

1. **Final recommendation from CSCC –Student Travel**

Steering approved. Jennifer will forward to the provost.

1. **Request for review of RPD**

Steering will draft a charge for CFA in the fall.

**7. Draft policies from the General Counsel’s Office:**

**a. Media Relations –** Steering determined that this policy should be reviewed through governance.

**b. Sponsorships –** decision was not made.

**c. Information Classification –** Steering found that there was insufficient information to determine

whether this policy should be reviewed through governance. Jennifer will ask for clarification

from the Office of the General Counsel.

**d. Information Security –** Steering found that there was insufficient information to determine

whether this policy should be reviewed through governance. Jennifer will ask for clarification

from the Office of the General Counsel.

**e. Student Organization Fundraising -** Steering determined that this policy should be reviewed

through governance.

**f. Research Misconduct -** Steering determined that this policy should be reviewed through

governance.

1. **Regular review of Policy: Majors – Second and Third**

Steering accepted updates and Jennifer will forward to the Provost.

Respectfully submitted,

Jessica Stover