

## Steering Committee

### Minutes

Wednesday, February 1, 2023 • 1:30-2:50 pm

Gitenstein Library, Room 123

#### Attendance

- Present
  - Jill Bush (co-chair), Faculty (Excused late)
  - Chanelle Lester, Staff
  - Colleen Schmidt, Staff
  - Brittany Aydelotte, Staff
  - Dylan Chidick, Undergraduate Student
  - Danielle Sambogna, Undergraduate Student
  - Peter Corso, Undergraduate Student (excused late)
  - Jeffrey Osborn, Provost and co-chair (ex-officio, without vote)
  - Jennifer Palmgren (Academic Affairs, without vote)
- Absent
- Excused
  - Cathy Liebars, Faculty
  - Felicia Steele, Faculty

Meeting called to order at 1:40pm

#### 1. **Approve minutes** - 12-7-2022 Minutes

##### a. Motion to approve, seconded

- i. Yes - 7
- ii. No - 0
- iii. Abstain - 0

#### 2. **Final Recommendations:**

##### a. CAP-Graduate Certificate Policy

- i. Motion to approve, seconded
  - 1. Yes - 7
  - 2. No - 0
  - 3. Abstain - 0

b. CAP-Graduate Certificate in Health and Risk Communication

i. Motion to approve, seconded

1. Yes - 7
2. No - 0
3. Abstain - 0

**3. New charges:**

a. CAP-Incomplete and In-Progress Grades policy

i. Motion to approve, seconded

1. Yes - 7
2. No - 0
3. Abstain - 0

**4. Point of Information:**

- a. New executive committee update (BOT meeting-February 2023)
- b. Future discussion on creating task force: Land and Legacy Task Force ([Email Support](#)) ([Background](#))
- c. Update on Equity Audit process

**5. Motion to Adjourn at 2:24pm**