

Steering Committee Minutes

Wednesday, May 3, 2023 • 1:30-2:50 pm

Gitenstein Library, Room 123

Attendance

- Present
 - Jill Bush (co-chair), Faculty
 - Cathy Liebars, Faculty
 - Felicia Steele, Faculty
 - Colleen Schmidt, Staff
 - Brittany Aydelotte, Staff
 - Chanelle Lester, Staff
 - Dylan Chidick, Undergraduate Student
 - Guest: Dylan Nguyen, next year's student representative
 - Peter Corso, Undergraduate Student
 - Guest: Jackie Anderson, next year's student representative
 - Jeffrey Osborn, Provost and co-chair (ex-officio, without vote)
 - Jennifer Palmgren (Academic Affairs, without vote)
- Absent
 - Danielle Sambogna, Undergraduate Student
- Excused

Meeting called to order 1:32pm

1. Approve minutes
 - a. Motion to approve, seconded
 - b. Yes - 8
 - c. No - 0
 - d. Abstain - 0

2. Welcome student government association members to 2023-2024 Steering Committee

3. Discussion: Student membership on Liberal Learning Council

4. Final Recommendations
 - a. CAP-B.A. in Environmental Studies
 - i. Motion to approve, seconded
 - ii. Yes - 8
 - iii. No - 0

- iv. Abstain - 0

 - b. CAP - Incomplete and In-Progress Grade Changes policy
 - i. Motion to approve with following note, seconded
 - 1. *Note: CAP to clarify what happens when a student takes a leave of absence the semester after the IP is given, if not already covered in alternate policy.*
 - ii. Yes - 8
 - iii. No - 0
 - iv. Abstain - 0

 - c. CFA-Joint Appointments Transfer of Units and Affiliate Status policy
 - i. Motion to approve with note, seconded
 - 1. *Note: In the "3. Terms" section, share justification about why the language of "in writing" was removed and/or to provide more clarity about how to be shared.*
 - ii. Yes - 8
 - iii. No - 0
 - iv. Abstain - 0
5. New charges
- a. Create an Ad Hoc Task Force on Artificial Intelligence Software Use
 - b. Create charges for the following graduate programs with an e-vote:
 - i. MS in MS Accounting and Business Analytics
 - ii. MS Management
 - iii. Health Analytics and Financial Management Graduate Certificate
 - iv. Yes-5

Meeting adjourned at 2:32pm

Next meeting: May 17, 2023