

Steering Committee Minutes

Wednesday, April 5, 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 (leaving early - excused)
 - Danielle Sambogna, Undergraduate Student (leaving early - excused)
 - Peter Corso, Undergraduate Student (leaving early - excused)
 - Jeffrey Osborn, Provost and co-chair (ex-officio, without vote) (leaving early - excused)
 - Jennifer Palmgren (Academic Affairs, without vote) (leaving early - excused)
- Absent
- Excused

Meeting called to order 1:30pm

1. Approve minutes

- a. Motion to approve minutes, seconded
 - i. Yes - 7
 - ii. No - 0
 - iii. Abstain - 0

2. Discussion - Program Closure Policy

- a. CAP sent this 5-year review back to Steering with the suggestion that CSPP be charged with this policy
- b. Steering to review in first meeting of Fall 2023 semester, consider sending to CSPP and suggest they decide what other groups should be consulted (Eg: CAP, CFA)

3. Final Recommendations:

- a. CFA - Disciplinary Standards policy
 - i. Motion to approve, seconded
 - ii. Yes - 9
 - iii. No - 0
 - iv. Abstain - 0

- b. CAP - ACEL-by-contract program
 - i. Motion to approve, seconded
 - ii. Yes - 8
 - iii. No - 0
 - iv. Abstain - 1

- c. CAP - Undergraduate Certificate Programs policy
 - i. Motion to approve, seconded
 - ii. Yes - 9
 - iii. No - 0
 - iv. Abstain - 1

- d. CAP - Post-Master Certificate in Global Education Leadership
 - i. Motion to approve, seconded
 - ii. Yes - 9
 - iii. No - 0
 - iv. Abstain - 0

- e. CAP - Undergraduate Enrolling-Double Count Graduate Courses
 - i. Steering has preliminarily approved the recommendation, pending clarification of GPA (cumulative or semester?) in the Eligibility Criteria section
 - ii. Motion to approve, seconded
 - iii. Yes - 9

- iv. No - 0
- v. Abstain - 0
- f. CSCC - College Website policy
 - i. Motion to approve, seconded
 - ii. Yes - 8
 - iii. No - 0
 - iv. Abstain - 1
- g. CSCC - Sponsorship and Other Support of External Non-Profit Organizations and Programs policy
 - i. Motion to approve, seconded
 - ii. Yes - 8
 - iii. No - 0
 - iv. Abstain - 1

4. New charges:

- a. CAP-Interdisciplinary Undergraduate Major in Environmental Studies
 - i. Motion to approve charge, seconded
 - ii. Yes - 9
 - iii. No - 0
 - iv. Abstain - 0
- b. Steering Internal Review:
 - i. Class Standing policy
 - 1. Approved with the changes of year titles (eg: first-year, second-year, third-year, fourth-year)
 - 2. Motion to approve, seconded
 - 3. Yes - 9
 - 4. No - 0
 - 5. Abstain - 0

- ii. Undergraduate Departmental Honors policy
 - 1. Approved with the changes to update the Honors Program section including the name of the committee and description of the Honors program admission process.
 - 2. Motion to approve, seconded
 - 3. Yes - 9
 - 4. No - 0
 - 5. Abstain - 0

- iii. Cross Listing Courses policy
 - 1. Approved with the changes:
 - a. Review document - from “dean” to “dean(s)” and “curriculum committee” to “curriculum committee(s)”
 - b. Page 3 - from “liberal learning” to the “college core”
 - 2. Motion to approve, seconded
 - 3. Yes - 9
 - 4. No - 0
 - 5. Abstain - 0

5. Information:

- a. CFA - Informed Course Choices-under testimony
- b. Living Learning Community Task Force - gathering additional testimony for preliminary recommendation
- c. CAP - Student Complaints Policy, Incomplete and in-process grade changes policy, Graduate Admissions and Readmissions charge, Program entrance, retention, and exit standards policy
- d. CSCC - Students Rights and Freedoms going out for preliminary testimony
- e. Early next year, Steering will need to form task forces for:
 - i. Task force on Artificial Intelligence
 - ii. Task for for Land and Legacy

6. Adjourned at 2:30pm

Next meeting: April 19th