Minutes, Steering Committee

Wed., Feb. 7, 2024 • 1:30-2:50 pm

Gitenstein Library, Room 123

Attendance Present: Jackie Anderson, Brittany Aydelotte, Chanelle Lester, Suzanne McCotter, Mindi McMann, Dylan Nguyen,, Joseph Pacas, Jennifer Palmgren, Kay Potucek, Felicia Steele

Excused: Cathy Liebars

1. Introductions

2. Approve minutes ([12-6-23](#)) - Approved as submitted.

3. Visit from CSCC chair - Michelle Bunagan - postponed from December

    a. Working on 3 charges

        -   News Media & Communications;
        -   Student Travel Policy - redline version will be 'messy'. Does this need to be addressed? No. Send as is with corrections, additions, delitions. Please provide a description of changes made in your memo to Steering; Relevant stakeholders will be Program Assistants and Associate Deans.
        -   Emeritus Staff Policy.

    b. Discrepancies on PolicyStat and PDF files (for example, approved date are wrong). Per Jennifer, policies were added but level of approval was left off so revision changed dates. But next review date did not change.

    c. Repetition in Emeritus Staff policy - alert and flag such concerns and send to Jennifer.

4. Final recommendation - CAP - MId-Semester Progress Reports ([memo](#))([redlined](#))

    a. Vote: Motion to approve; Second. Passes

5. New charges -

    a. CFA - Reappointment and Promotions document ([charge](#))([memo](#))([RPD](#))

        i.   Motion to put forward Second . Passes (1 abstention)

    b. CAP - BA in Mathematics program ([charge](#))([proposal](#))([cover page](#))

        i.   Motion to put forward Second . Passes.

4. Discussion -

    a. [CAP concerns/issues raised](#) - Alternative Undergraduate Course Types (CAP is requesting guidance on which issues are within CAP's purview.)

        i.   Asking CAP to suspend consideration of this charge pending results from campus working groups. When re-initiated we may need to revise the charge so it is more narrowly defined and suggests Deans Council as stakeholders.

    b. [Interim Flag policy](#) - Should this go to CSCC?

          i.   Eligibility language is ambiguous - all requirements must be met and that is functionally impossible. Also, not all advisors are faculty (excludes staff advisors).

    c. [Response to committee transition memo](#) from SGA, Staff Senate, and Faculty Senate.

          i.   Table to next meeting Second Passes

5. Adjourn Motion Second. Passes