

## **Steering Committee**

Wed., October 16, 2024 • 1:30-2:50 pm

Gitenstein Library, Room 123

Present: Jackie Anderson, Brittany Aydelotte, Jana Gevertz, Suzanne McCotter, Mindi McMann, Kay Potucek, Felicia Steele, Adriana Tamayo, Jared Williams

1. Visit from CSCC Co-Chairs Marissa Bellino and Michelle Bunagan
  - a. Questions: what is the role of the model procedural documents? They are in the documents provided to give schools and departments guidance about what sorts of information should be collected. Is there an international policy? A recommendation from CSCC could be for creating an institutional policy rather than relying on CGE guidelines.
  - b. What format should they be? CSCC should put it in a Word document that will be used to edit the existing PolicyStat system.
  - c. CSCC has more student representatives; still needs additional staff representation.
2. Minutes of October 2, 2024, meeting approved after two editorial revisions.
3. Final Recommendations
  - a. Steering sent Graduate Certificate in History back to CAP with guidance that their statement about adjunct assessment would be a CFA/personnel issue outside of their remit. Steering also asks for CAP to get a revised proposal from the History department reflecting remaining revisions.
4. New charges
  - a. CAP & GSC charge to review of Options Regarding GSC's role in governance and in the School of Graduate, Global, and Online Education passes unanimously.
  - b. CFA charge to review both the Faculty Representation to the Board of Trustees and Staff Representation to the Board of Trustees passes unanimously.
5. Discussion
  - a. Discussion of opening up the governance document. Three additional items were added.
6. Meeting adjourned 2:49 PM

Next meeting: Wednesday, November 6th - 1:30 pm