

Steering Committee

Minutes

Wed., March 5, 2025 • 1:30-2:50 pm

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

Absent: Jennifer Palmgren, Kay Potucek

1. Minutes ([2.19.25](#)) approved
2. Final Recommendations:
 - a. CAP/GSC - Graduate Certificate in Clinical Mental Health Counseling (including new course that has been approved by Department and School)
 - i. Final recommendation passed unanimously
 - b. CSCC - Student Travel Policy (charge) ([final recommendation](#)) ([redlined version](#)) ([clean version](#)) ([student travel guidelines handout](#))
3. New charges
 - a. CAP charged to consider Middle School Math Certificate; charge passes unanimously
 - b. CAP charged to consider English Undergraduate Certificates: in Teaching Writing, Publishing and Editing, and English Language and Literacy; charge passes unanimously
 - c. CAP & GSC charged to consider Career and Technical Education Graduate Certificate; charge passes unanimously
 - d. CAP charged to consider Sports Management Minor; charge passes unanimously
 - e. CAP & GSC charged to consider Graduate Student Probation and Dismissal; charge passed unanimously
 - f. CAP charged to consider Approval of Online Programs Policy; charge passed unanimously
 - g. CAP charged to consider Archeology Minor; charge passed unanimously (pending changes to the list of courses). Rather than providing a list of classes in the proposal, the proposal should read: "Enrichment courses

may be selected from Anthropology, Classics, History, Holocaust & Genocide Studies, Religion by advisement.”

4. Old Business

- a. CSCC - Student Travel Policy (charge) ([final recommendation](#)) ([redlined version](#)) ([clean version](#)) ([student travel guidelines handout](#))

5. Discussion

- a. Steering - Review of Options Regarding GSC’s role in governance and in the School of Graduate, Global, and Online Education ([charge](#)) ([GGOE Memo](#)) ([preliminary proposal for elevating GSC to a standing committee](#))

- i. [Feedback from GSC visit](#)

- ii. [Feedback from CAP visit](#)

- 1. CAP generally not in favor of elevation but instead of creation two branches of CAP (one for undergraduate program and one for graduate).
 - 2. Downside is that CAP is larger, but restructuring with Chair and two vice-chairs.
 - 3. Provides recognition of higher level service.
 - 4. If CAP has two chairs, the provost will need to write a letter of acknowledgement to vice chairs to recognize that as “elevated (level 4)” service.

- b. Discussion of opening up the governance document tabled

6. Update from Abby that the FYE materials may not be forthcoming.

7. Meeting adjourned 2:52pm

Next meeting: Wednesday, April 2nd - 1:30 pm