

Steering Committee

Minutes

March 19, 2014

Attendance: Matt Bender, James Day, Norma Garza, Tyler Liberty, Marcia O'Connell, Jennifer Palmgren, Michael Robertson, Jackie Taylor, Patricia Van Hise, Rosa Zagari-Marinzoli

Excused: Devin Dimming

1. **Minutes** of March 5, 2014 were approved as submitted.

2. **Tenure at Appointment**

Steering **APPROVED** the draft charge to CFA.

Action: Michael will send the revised charge.

Action: Michael will write to Cindy Curtis in response to the SEB memo of March 14, explaining that the SEB's concern should be directed to CFA.

3. **Program and Curricular Change Policy**

Steering **APPROVED** the charge and the preliminary revisions to the policy.

Action: Michael will submit the preliminary recommendation to CAP and the Council of Deans.

4. **Tenure and Promotion Charge Revision**

Steering **DECLINED** the charge revision suggested by AFT local president Ralph Edelbach.

Action: Jennifer will draft a message from Steering to Ralph Edelbach and explain that a) Steering tries to avoid altering charges once they have been submitted to a committee; b) Steering did not find CFA to be the appropriate body to consider AFT involvement; and c) we believe that other methods of informing the campus of the important role of AFT would be more effective. Jennifer will send the draft message to Michael for review before going to Ralph.

5. **GPC Request for Charge**

Steering **DECLINED** the request for a charge to survey current and prospective graduate student regarding their needs as they are related to online learning, blended learning and Saturday session course formats.

Action: Michael will contact the Chair and explain that, as his request does not involve policy, a charge is not needed and this falls within the scope of their duties.

Respectfully submitted,

Norma Garza
Jennifer Palmgren