

Steering Committee

Minutes

May 21, 2014

**Attendance:** Matt Bender, Michael Chiumento, Marcia O’Connell, Jennifer Palmgren, Michael Robertson, Patricia Van Hise, and Rosa Zagari-Marinzoli

1. **Minutes** of May 7, 2014 were approved, with one correction.

**Action:** Michael will correct item #6 to specify that the Repeating Courses policy is the policy which conflicts with the GPC recommendation.

2. **Joining Tenure and Promotion to Associate Professor—final recommendation**  
Steering approved CFA’s recommendation.

**Action:** Michael will forward the recommendation to the Provost.

3. **Interim Timeline for Reappointment and Tenure for 2014-15 Hires—final recommendation**  
Steering approved CFA’s recommendation.

**Action:** Michael will forward the recommendation to the Provost.

4. **Tenure at Appointment Policy**

Steering approved CFA’s recommendation with one correction: the proposal is for an amendment to Section III (4) rather than Section III (12) of the *Procedures for Awarding Tenure at Appointment at The College of New Jersey to Previously Tenured Faculty in a Non-Administrative Faculty Position*.

**Action:** Michael will forward the recommendation to the Provost.

5. **Grade Appeals**

Steering voted to return the final recommendation to CAP.

**Action:** Michael will ask Barbara Strassman and Mike Marino why the recommendation does not include grades earned on individual assignments and tests. Once the final recommendation is approved, Steering will amend the student complaint policy to link it to the new grade appeal policy.

6. **Sexuality and Queer Studies Minor**

A) Steering approved CAP’s recommendation that the proposal return to Phase IV of the Minor Approval Process.

**Action:** Michael will send CAP’s response to Dean Rifkin and Professor Rodriguez.

B) Steering accepted CAP’s recommendation to revise the minor approval process.

**Action:** Michael will write the charge for the first Steering meeting of the fall semester.

C) Steering agreed with CAP on the need to develop a cover sheet to track a proposed minor.

**Action:** Academic Affairs will develop cover sheets for tracking the steps and appropriate approvals at each step in the approval of a proposed minor, program and curricular change, and new program.

7. **Special Ed & Deaf Ed New Programs**

Steering approved CAP's recommendation that the programs should move forward to the next phase of the Program Approval Process.

**Action:** Michael will forward the recommendation to Dean Passe.

8. **Faculty Senate Memo on New Delivery Formats**

Steering tabled the discussion of this memo until its first meeting of the fall semester.

Respectfully submitted,  
Jennifer Palmgren