**Steering Committee**

**Minutes**

**May 20, 2015**

**Attendance:** Matt Bender, James Day, Casey Dowling, Javier Nicasio, Marcia O’Connell, Priscilla Nunez, Jennifer Palmgren, Michael Robertson, Jacqueline Taylor, Pat Van Hise, and Janice Vermeychuk.

**1. April 15, 2015 Minutes**

All action items have been completed, and the minutes were approved. The following items were added: On April 20, Steering voted electronically to send CFA a charge on SOSA awards. On May 1, Steering voted electronically to approve three recommendations from CAP: a proposal for a BA in African American Studies; a proposal for a BA and graduate certificate in Public Health; and a curriculum change to the BA in Spanish to make it one of the majors that may be chosen by students admitted to the Seven-Year Medical Program.

**2. TCNJ-Industry Partnership Guidelines**

The Provost will consult with the Office of General Counsel and the deans regarding the applicability of this document beyond the School of Engineering. Steering will revisit this issue in the fall.

**3. Tenure and Promotion - Final Recommendation from CFA**

Motion to accept CFA's final recommendation to the Provost was approved.

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

**4.  Writing Requirement - Final Recommendation from CAP**

Motion to accept CAP's final recommendation to the Provost was approved.

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

**5.  Academic Load Policy - Final Recommendation from CAP**

Motion to accept CAP's final recommendation to the Provost was approved.

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

**6.  iSTEM M.Ed Degree - Draft charge to CAP**

Motion to send an amended charge to CAP was approved.

**Action**: Michael will consult with the President's Office to see if a deadline of June 4 or

June 8 is workable, given the desire to place the program proposal on the agenda at the next Board of Trustees meeting. Michael will then change the date on the charge accordingly and forward the charge to CAP.

Respectfully submitted,

Matt Bender