**Steering Committee**

**Minutes**

**September 16, 2015**

**Attendance:** Matthew Bender, Ceili Boles, Cynthia Curtis, James Day, Marcia O’Connell, Jennifer Palmgren, Martha Stella, Javier Nicasio, and Jessica Stover.

1. **Review of May’s meeting minutes from last year’s committee – minutes were approved.**
2. **Review of September’s meeting minutes - minutes were approved.**
3. **Change of Major Policy Draft Charge.**

Motion: to send an amended charge to CAP.

Action: Matthew will forward the charge to CAP.

**6.  Academic Integrity Education**

The committee decided that a charge from Steering was not needed for course development, and that a charge on adding an academic integrity education requirement could wait until after a course was developed.

Action: Matthew will communicate with Keith Pecor that course development does not require a charge from Steering, and that he should proceed to develop the academic integrity module and seek approval for it through the Liberal Learning Program Council.

**7. Continue discussion of 5 year review of the Governance Document.**

The committee discussed the review of the Governance Document and named a subcommittee Steering members: Matthew Bender, Cynthia Curtis, and Javier Nicasio, and others familiar with the governance process: Michael Robertson, Nino Scarpati and Jennifer Palmgren. This subcommittee will be charged with completing some of the initial work of the review.

Action: Matthew will call the first meeting of the subcommittee.

Respectfully submitted,

Jessica Stover