**Steering Committee**

**Minutes**

**May 23, 2016**

**Attendance:** Matthew Bender, Jacqueline Taylor, Janice Vermeychuk, Cynthia Curtis, James Day, Martha Stella, Alex Molder, Jennifer Palmgren, Marcia O’Connell and Jessica Stover.

1. **Review of May 4, 2016 meeting minutes. – minutes were approved.**
2. **Final Recommendation from CFA – Reappointment and Promotions Document**

Motion: To accept and submit final recommendation to the Provost’s office.

Action: Matthew will forward to the Provost’s office.

1. **Final Recommendation from CAP – Graduate Certificate Programs**

Motion: To accept and submit final recommendation to the Provost’s office.

Action: Matthew will forward to the Provost’s office.

1. **Final Recommendation from CAP – Undergraduate Internships Policy**

Motion: To accept and submit final recommendation to the Provost’s office.

Action: Matthew will forward to the Provost’s office.

1. **Final Recommendation from CAP – Program Approval Policy**

Motion: To accept and submit final recommendation to the Provost’s office.

Action: Matthew will forward to the Provost’s office.

1. **Final Recommendation from CAP – Change of Major Policy**

Motion: To not approve final recommendation and return to CAP.

Action: Matthew will send a memo to Mike Marino with the items that Steering would like them to

reconsider.

1. **Voting on Final Recommendation – Undergraduate Certificates & Ad Hoc Committees**

Motion: To approve Undergraduate Certificate Policy final recommendations.

Action: Matthew will forward to the Provost’s office.

Motion: To authorize and charge the Campus Diversity Council as proposed.

Action: Matthew will forward to the Provost’s office.

Motion: To authorize and charge the Community Engaged Learning Council as proposed.

Action: Matthew will forward to the Provost’s Office.

Motion: To reauthorize the existing Leadership Task Force for the 2016-2017 academic year with the understanding

that anyone unwilling to serve will be replaced by the normal process.

Action: Matthew will forward to the Provost’s Office.

Motion: To authorize the formation of an Ad Hoc Student Transitions Council to meet for a period of one year to consider issues related to Orientation and Welcome Week.

Action: Matthew and Jacqueline will consult with VP Amy Hecht, VP Lisa Angeloni, and Faculty Senate President Amanda Norvell to determine the appropriate composition of this council.

1. **Preliminary Discussion – Revised Governance Document**

The committee reviewed and discussed proposed revisions to the Governance Document.

Respectfully submitted,

Jessica Stover