

**Steering Committee  
Minutes  
February 1, 2017**

**Attendance:** Jacqueline Taylor, Cynthia Curtis, Jennifer Palmgren, Nancy Cornwell, Monica Jacobe, Martha Stella, Kevin Kim, Priscilla Nunez, Wayne Heisler, Michael Robertson, Janice Vermeychuk, Manish Paliwal (CAP), Abby O'Connor (CFA) and Jessica Stover.

Excused: Alex Molder

- 1. Reports from Standing Committees.**
- 2. Announcement of electronic approval of November 16, 2016 minutes.**
- 3. Approval of December 7, 2016 minutes.**
- 4. Announcement of electronic approval of final edit to governance document and of document in its entirety pending completion of the planning portion by CSPP.**
- 5. Announcement of approval: Acceptance of governance document recommendation as final, without need for additional testimony**
- 6. Recommendation from the Healthy Campus Program Council**

Steering will charge CSCC with a proposal to gather testimony for the consideration of the preliminary recommendation of the Tobacco Free Campus Initiative. Cindy will prepare charge for electronic approval.

- 7. Proposed consideration of Learning Assistants – draft charge to CAP**

Draft charge to be sent to CAP with approved edits.

- 8. A look forward: regular review of policies.**

Discussion of upcoming policy reviews and how they will be addressed.

Respectfully submitted,  
Jessica Stover