

Steering Committee  
Minutes  
October 16, 2013

Attending: Matthew Bender, James Day, Rosa Zagari-Marinzoli, Javier Nicasio, Marcia O'Connell, Michael Robertson, Fabiola Santos, Jacqueline Taylor, Patricia Van Hise

- 1 The minutes of 10/02/13 were approved.  
Michael gave an update related to the minutes: Barbara Strassman, chair of CAP, will be responsible for moving the Graduate Non-Enrollment document produced by Graduate Programs Council into the form of a final recommendation.
- 2 New Business:
  - a The committee considered the May 2012 charge to CAP & CFA regarding Grade Appeal & Student Complaint policies. It was determined that the section directed to CFA, on Student Complaint policies, could be dropped, since this will be handled through their work on the Professional Behavior charge. Steering will rewrite this charge exclusively to CAP and exclusively on grade appeals. Michael will consult with the chair of CAP in order to make sure that nothing important is lost in the Complaint Appeals by Students policy if the policy is modified to reflect an exclusively grade appeal policy
  - b The committee reviewed CAP's final recommendation on Class Attendance & Absence and approved sending it to the Provost for implementation.
  - c Steering will send a reminder to all committees and councils that their minutes should be sent to Steering. The student worker will be directed to make sure that the four standing committees' minutes are published and up to date.
  - d Steering co-chairs will write to the chairs of all councils and committees to establish that ex officio members should be considered full members with voting privileges. The only exceptions are the four committees mentioned in the Governance Document: Steering, Promotions, Sabbaticals & SOSA. The provost or her representative does not have a vote on these committees, because the committees report directly to the Provost, who has veto power over their decisions.