Steering Committee

Minutes

November 6, 2013

**Attendance:** Michael Robertson, Matt Bender, Valerie Tucci, Nadya Pancsofar, James Day, Tyler Liberty, Rosa Zagari-Marinzoli, Michael Marino, Marcia O’Connell, Patricia VanHise , Jackie Taylor, Jillian McCarthy, Javier Nicasio, Hasan Siddiqui

1. Minutes of 10-16-13 were approved as submitted.

Michael updated item 2a: The revised charge to CAP on grade appeals was approved electronically and has been sent to CAP.

1. Report from CAP (Mike Marino):

The following points were raised regarding the report:

* 1. Steering asked that CAP move the charge on “Use of FSP Courses for Meeting Liberal Learning Domains” to the top of its queue. The FSP program needs a new policy in place before first-year students register for Fall 2014.
  2. The charge on “Blended & Compressed Format Courses” was missing from the CAP report. However, after discussion it was agreed that the Provost needs to review the charge and the Interim Provost’s memo of 12-12-12. If she feels the charge needs to be changed, she will bring it to the next Steering meeting. If not, she will write a memo to supplement the Interim Provost’s memo.
  3. The charge on “Graduate Non-enrollment Status” was missing from the CAP report. The issue is currently in the hands of the Graduate Programs Council, but since GPC reports to CAP, CAP is responsible for monitoring the progress of GPC’s work on preparing the final recommendation.

1. Report from CFA (Valerie Tucci)

Report accepted as submitted.

1. Report from CSCC (Nadya Pancsofar)

Discussion centered on the charge on Undergraduate Certificate Programs. To move this stalled effort forward, Steering recommends a meeting with the Provost, Chair of CAP, Chair of CSCC, Dave Prensky, and Magda Manetas. Academic Affairs will be responsible for convening this meeting.

1. Future Vice-Chair Reports

In the future, vice-chairs should submit their reports to Michael ([mroberts@tcnj.edu](mailto:mroberts@tcnj.edu)) by noon on the Monday preceding the Steering meeting. Items on the report should have the same heading as that used on the “Status of Issues in Governance.” Michael will distribute copies to members of Steering before the meeting.

1. Charge to CSCC on Review of *Student Conduct Code*

Charge was approved and will be forwarded to CSCC.