Minutes of the Meeting of September 24, 2015

Present: Shaila Christofferson, Dr. Davis, Dr. Delgado-Norris, Dr. Halpin, Dr. Harton, Dr. Janssen, Ms. Khan, Dr. Mardis, Dr. Morikawa, Dr. Mulugeta, Dr. Swier, Dr. Thomson, Mr. Whitted, Dr. Yimer

The meeting was called to order at 12:35 pm

1. Approval of Minutes of the April 30, 2015 meeting
   Approved. (Thomson, Swier)

2. Old Business:
   Geography
   Addition: Geog 4805
   Addition: Geog 4840
   Addition: Geog 5805
   Addition: Geog 5840
   Discussion included prerequisites, enrollment, and rationale behind course development. “Grant Supported for five years” was added to the section of the paperwork that concerns budgetary implications.
   Passed (Dr. Halpin, Dr. Harton)

Foreign Language and Literature:
   Addition: FL&L 1010 Kiswahili I
   Addition: FL&L 1020 Kiswahili II
   Discussion included student demand for African languages a related immersion experience in Tanzania. “Grant Supported for five years” was added to the section of the paperwork that concerns budgetary implications.
   Passed (Dr. Swier, Dr. Halpin)

Psychology
   Program Suspension: Spirituality in Psychology
   Discussion covered reasons for the suspension, which includes the loss of the instructor who drove the program.
   Passed (Dr. Thomson, Dr. Delgado-Norris)

3. New Business
   • Election of Chair and Secretary
     Dr. Mardis was elected Chair
     Dr. Janssen was elected Secretary
• Review of policies, procedures, roles, and responsibilities

  Q: Who is on the committee?
  A: See attached list.

  Q: Who can vote?
  A: Members or alternates if member is not present.

  Q: Who should present?
  A: Ideally the member should present; chairs can come to answer questions if they wish but ideally the members should provide all necessary information.

  Q: When are documents due?
  A: One week before the meeting via email.

  Q: What documents should be submitted ahead of time? Which should be brought to the meeting?
  A: Bring CF1 and CF3 (signature sheets) to the meeting, email CF2 and CF4.

• Next meeting October 29th: SCI 108

The meeting was adjourned 2:14 pm
Submitted by Dr. Janssen, Secretary