I. **Course Assessment (Karen)** – The Course Assessment and Review form was discussed, changes were suggested and made. **Renee:** Make changes to the form and send to Sarah to put into survey format.

II. **Coding/Eliminating 774** – Applicants who do not meet Allied Health admission requirements will be admitted into 688-H. Additional coding details will be forthcoming.

III. **Life Experience/CLEP (J.D.)** – The CLEP list will be kept up to date by Career Services. Departments that control a course are responsible for evaluating prior learning credit for equivalent courses. The Dean that oversees that department will assign faculty to evaluate the credit for prior learning. Departments may develop challenge exams to award course credit for their courses.

IV. **Middle States Progress Report (J.D.)** – J.D. shared a list of items to be included in the progress report. He will send the list electronically. **Deans:** Please send J.D. any additions or suggested changes within the next week. He will share the draft of the progress report in mid-March.

V. **Portal for Winter/Summer Term Enrollments (Molly)** – Ideas were discussed on how to eliminate the manual processes involved with the non-degree registration portal. A conversation needs to take place with I.T. to find a solution to this issue.

VI. **Engaged/Not Engaged Participation (Karen)** – Deans will work with Department Chairs to educate adjunct faculty on the need to participate in the engaged/not engaged project. **Deans:** Share with advisors the names of students that were identified as not engaged in two or more classes for spring 2015. **Karen:** Share the list with Advising, Athletics and Student Life.

VII. **Subaru (Mike)** - Opportunities for the automotive curriculum were discussed. Mike Newtown and the automotive faculty will be exploring options.

VIII. **Liberal Arts List of Courses (Karen)** – **Renee:** Revise the form and title the last three columns “Also Meets Science”, “Also Meets Social Science” and “Also Meets Humanities”. **Renee:** Ask Travis to add this list to the Faculty Resources on the Provost web page, as well as the GER list. **Renee:** Send the revised list to Sharon Tavernier.