In attendance: Bob, Pitts, Joey Van Arnem, Mary Ann Blitt, Terry Bowers, Dan Greenberg, Gretchen McLaine, Amy Rogers, Lynn Ford, Brian McGee, Godfrey Gibbison (guest), Tim Johnson (guest)

1. Meeting was called to order at 3:06 by Bob Pitts.

2. Discussion around issues with Curriculog
   - Currently last one to view curriculum presents to senate
   - Question about where to leave comments
   - Can we put major policy changes for catalog in Curriculog?

3. Concerns around wording for transfer of military credit
   - Registrar made some changes based on language used by other schools
   - All are okay with wording changes

4. Modification of minor requirement
   - Input from Acad. Affairs
   - Policy is more student friendly, allows students

**Vote: Modification was unanimously approved by the committee**

5. Sustainability and 21st Century Business Solutions Certificate
   - Employers want certificates as enhancement to degree
   - Currently offer 1 certificate in Project Management, 11 graduate certificates
     - Often declared in last semester and are not assessed
   - Students must be admitted to CofC and matriculated, but do not have to be degree seeking
   - Went to Prof. Studies as they already had experience with Project Management Certificate
   - Tried to integrate with sustainability
   - Duke has 4 different sustainability certificates. Columbia and NYU have numerous certificates in College of Prof. Studies
   - Discussion around certificates in general
     - Should we have a strategy for certificates?
       - Provost has developed parameters and a policy does exist
     - What makes certificate appealing to employers?
       - More focused and preparing them for work, less academic focused as are the minors
       - Jobs are changing very quickly, enables universities to meet needs without having to go through the process of creating a minor
     - Certificates do not have to be limited to Prof. Studies
- Could possibly grow into a minor
- Could help students get fundamentals in a specific area to be able to apply for advanced degree
- Certificates allow us to put together a group of courses for a specific reason
  - Prof. Studies has been in building mode for the last few years. Would like to step back and market effectively.
  - Committee felt there was a need to develop a strategic statement on certificates.
- We will review the policy on undergrad certificates next meeting. What is the role of certificate program for potential non-degree seeking students?
**Vote: Approved with 3 abstentions.**

6. Certificate in Institutional Research
- Concerns around faculty
  - Graduate program with all adjunct faculty
  - School of Ed does not have faculty in this area and School of Prof. Studies does not have roster faculty
  - Plans for someone with experience as adjunct to coordinate the certificate
  - It appears that there are roster faculty that could teach some of these courses, such as STAT
  - Must be willing to teach online
- Concerns over when the courses are offered and canceled when students need them
- School of Prof Studies would offer graduate courses but not a graduate degree. How would it be accredited?

7. Changes to Course Repeat Policy
- Have our approvals with any recommendations or concerns within the minutes and have someone report at the senate meeting so they are on record

9. Meeting adjourned at 4:15.