The meeting was called to order at 8:3am in Waterman 327.

I. Approval of December Minutes –The December minutes were approved with a minor grammar correction.

II. New Course Review

1. WLIT 017
This class is requesting retroactive approval only. Laura made a motion to approve this proposal.

   Approve 5  Oppose 0  Abstain 0

2. NURS 200
This class is part of the online nursing program. This is the first time this course is being offered. The proposal is rushed; guest access to the instructors Blackboard would help the committee make a more informed decision. The committee will send this proposal back, if resubmitted and approved there will be retroactive approval of this course for this semester.

3. NR 195: Intermediate Special Topics
Laura made a motion to approve this proposal with the recommendation of modifying the syllabus to add more sustainability emphasis and connections. Laura will also
make a note in the proposal that the SCRC approved with hesitation due to the lack of detail.

Approve 4   Oppose    Abstain 1

4. **ME 042**
The committee requests more information before they can vote on this proposal. Laura will send the committees comments and concerns back to the proposer for modification.

III. **Spring 2017 business.**

1. **Develop a new membership guide**
   Discussion planned for future meeting.

2. **Develop a permanent transfer policy.**
   Laura and Deane continue to work on this, will report any updates at a future SCRC meeting.

3. **Initiate a footprint-style tracking transfer application process.**
   This continues to be an ongoing issue. Brian Reed is working with Kerry Castano and Veronika Carter and will report any updates at a future SCRC meeting.

4. **Collect data from registrar on # sophomores completed SU courses and update Faculty Senate.**
   Brian Reed is working with Alex at the Office of Institutional Research to find the data needed in regards to SU course availability. Brian will continue to work with Alex and update the SCRC on any data he has collected. Here is the current information he has:
5. Develop SCRC retroactive approval process.
   The two-year trailing window of retroactive courses make a lot of extra work for
   the Registrar’s Office. With the added SU courses, there is not the same need for
   retroactive courses that go back as far. Retroactive approval will be honored if the
   course is approved during the semester that it is being taught and going forward.

6. Courseleaf.
   Brian will research when Courseleaf is closed and when it will reopen. He will
   report his findings with the committee.

IV. Other Business:
   1. Assessment. The process is moving along nicely. They are working on:
      1) Student focus groups
      2) Survey, to willing faculty
   2. The Faculty Fellows Program on Sustainability.
Eyal reported that the Faculty Fellows Program was incredibly informative and was a great experience. The SCRC should continue to support this program. It would be great to publicize a few of the faculty who attended this event as a way to promote it.

The meeting was adjourned at 9:57am

The next meeting will be on February 21, 2017 from 8:30-10:00 in 327 Waterman

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