**Present:** Reneta Lansiquot, Sean MacDonald, Amanda Almond, Monica Berger, Gwen Cohen Brown, Aida Egues, Anna Matthews, Diana Mincyte, Laureen Park, Olufemi Sodeinde, Denise Sutton, Robert Walljasper, and Christopher Swift.

**On Leave:** Jean Hillstrom

**Excused:** Marta Effinger-Crichlow, Paul King

**Absent:** Reginald Blake, Heidi Boisvert, Candido Cabo, Laina Karthikeyan, Ezra Halleck, and Andleeb Zameer.

**Meeting started at 1:05pm**

Robert made motion to approve minutes. Minutes with correction (Anna excused absence). Amanda seconded. All in favor.

Item 6: Summer and Fall courses on the site. Amanda to solicit ASAP (before semester’s end)

Discussion notes: *Historically folks who are not responding and are still assigned. Why? Needs to be addressed? Folks are still being assigned to ID courses without either a) applying or b) knowing they are teaching ID. (namely, Social Science dept.)*

 For fall: Request syllabi for ID courses FIRST week of Fall, 2018.

Form for guest lecture verification. Reviewed and accepted (without vote)

Sub-committee to review these forms so that faculty can accrue and receive release time. Laureen will execute this with course development sub-committee (Laureen, Amanda, Reginald, Jean, and Denise).

Subcommittee reassignments:

Christopher Swift to existing courses subcommittee

Robert Walljasper to course development

Moved to next meeting: following up on soliciting external contacts and what the form means/should be used.

Course Designation/Proposal for Review:

**SOC2401: Society, Technology and Self.** Reviewers gave feedback and concerns with course structure and curriculum. Grading, allocation of time, and assessment modalities. Recommends revisions. ID structure seems a little ad-hoc: concerns with how this might run? The technology piece is missing.

Discussion on options. Syllabus was not reviewed by reviewers, so we will need to reevaluate.

RFP- Workshop May 31—Laureen and Sean volunteered.

Meeting adjourned: 2:00pm.