**In Attendance:** Reneta Lansiquot, Sean MacDonald, Amanda Almond, Monica Berger, Marta Effinger-Crichlow, Jean Hillstrom, Paul King, Anna Matthews, Diana Mincyte, Laureen Park, Denise Sutton, Christopher Swift, and Robert Walljasper.

**On Leave:**

**Excused:**

**Absent:** Reginald Blake, Heidi Boisvert, Aida Euges, Gwen Cohen Brown, Candido Cabo, Laina Karthikeyan, Ezra Halleck, Anne Leonard, and Olufemi Sodeinde.

**Quorum met at 1:20pm**

**LIB/ARCH Course** Phillip and Almond

Review presented by Christopher Swift; revisions and recommendations were noted by Almond

Paul motioned to vote to recommend; Chris seconded motion: vote was in favor of recommendation.

**ESCI Course** Zylstra and Mincyte

Review presented by Reneta on behalf of Ezra

Amanda motioned to vote to recommend; Robert seconded the motion: vote was in favor of recommendation

**PHYS Course** Walljasper and Karthikeyan

Review presented by Laureen

Paul motioned to vote to recommend; Diana seconded the motion: vote was in favor of recommendation

**Meeting Minutes from May 2018**

Reviewed by Committee. Revision needed (Martha and Paul as excused, not absent)

Robert motioned to vote to approve the revised minutes; Sean seconded: vote was in favor of approval

**SOC Course** Mincyte

Review presented by Sean.

Amanda motioned to vote to recommend; Rob seconded the vote: vote was in favor of recommendation.

**Co-sponsoring AA Dept. Solidarity Day**

In sponsorship, we can show our ID courses being offered Spring 2018 to raise student awareness.

Marta motioned to vote in favor of co-sponsorhip; Jean seconded the motion: vote was in favor.

**Items 6-8 tabled for next meeting:**

*Best practices for ID course observations; Organizational contacts on OpenLab; Year-Long workshop series.*

***Meeting adjourned 2:00pm.***