Present: Yilma Gebremariam, Eric West, Mike Knell, Sara Johnson, Mike Skinner, Clara Kim, Hillary Harper, Yunseon Choi, Cassi Meyerhoffer, Hyi-gyung Kim, Lee DeLisle (Chair)

1. **Meeting called to order:** meeting was called to order by Lee deLisle at 9:37 AM.

2. **Approval of minutes:** Approved unanimously

3. **Old Business:**
   a. ART 398 approved with new form attached
   b. CSC 398 approved
   c. IDS 298 approved
   d. LAT 298 approved
   e. PHI 398 major revisions were completed—approved

4. **New Business**
   a. SPA 398—needs to be on new form. Fix semester from Fall 2013 on form to Fall 2014. Fix the “previously offered” box and clarify if this is the 2nd or 3rd time the course is being offered. From course description, remove “this course,” and change “will allow” to “allows.” Motion to approve with minor revisions and updated form by Eric West, seconded by Mike Knell.

5. **Meeting adjourned:** 9:55 AM

Submitted by Cassi Meyerhoffer