**Committee on Academic Programs (CAP)**

**Meeting Minutes**

February 28, 2018 | SSB 131 | 1:30-2:52pm

**In attendance:** Ashley Borders, Ben Cutler, Keli Steuber Fazio, Matthew Hall, Harriet Hustis, Jennifer Palmgren, Shrey Patel, Dovid Wasserman-Plaza, Steven Schreiner, Christopher Wagner, Paul Wiita, Simona Wright, and Maura Moore (as representative of Records and Registration)

**Absent**: Ivonne Cruz

1. **The minutes** of February 14, 2018 were approved.
2. **Minors:** A few minor edits to the final minor policy were proposed and agreed to. **CAP approved this policy unanimously**.
3. **New Programs:** **a) Teacher leader certificate program:** After ascertaining that all appropriate approvals had been received, this certificate program in the School of Education **was approved**.

**b) B.A. in Biology:** The request to offer a B.A. option (requiring fewer courses) along with the standard B.S. **was approved** after it was confirmed that all required approvals had been received.

1. **Study Abroad:** Borders shared with the Chair of the GEC CAP’s opinion that the GEC should create with timelines and proposals on its own. However, the changes GEC made to the RFP need to be run by HR and General Counsel. GEC agreed to do this.
2. **B.A. Level Learning Outcomes:** CAP has asked LLC to either distill their recommendation into a shorter and more concrete document, or to propose that a taskforce be convened to do this. Such a document will then come back to CAP before testimony can be solicited.
3. **Assessment of Advising:** CAP learned that AFT will object to assessment of individual faculty members. As our two previous lengthy discussions have not come close to a consensus, CAP is of the opinion that we will not be able to meet this charge this academic year and that TLC is the most appropriate council to revise the assessment plan. Borders will write a summary of CAP’s efforts and reasons for lack of consensus to present to Steering.
4. **Independent/Group Study/Research:** A draft of a proposed policy was presented by Wiita and Schreiner. There was general support for the draft, with most questions focusing on the need for generic syllabi in lieu of individual proposals. Several suggestions involving modifications to the title of the policy and the introductory section were made. The subcommittee will clean up the language with an eye toward CAP’s sending out a proposed policy for testimony after the next meeting.
5. **Learning Assistants:** The revised policy will receive testimony at the next Faculty Senate meeting with Staff Senate and Student Government input still to be scheduled.
6. **Three new charges were announced:** **a) Blended/on-line course approval process; b) Overall course approval process; c) Program approval process.** It was agreed that the blended/on-line course approval process was the highest priority as there is no formal current policy for these types of courses, and a subcommittee was formed to draw up a proposal. We would then decide if this can be smoothly combined with any standard course approval process changes or if two separate policies are preferable. The program approval process charge was described as a “tweak”.