**Committee on Academic Programs (CAP)**

**Meeting Minutes**

March 28, 2018 | SSB 131 | 1:30-2:50pm

**In attendance:** Ashley Borders, Ivonne Cruz, Keli Steuber Fazio, Matthew Hall, Harriet Hustis, Jennifer Palmgren, Dovid Wasserman-Plaza, Steven Schreiner, Paul Wiita, and Maura Moore (as representative of Records and Registration)

**Excused:** Simona Wright, Chris Wagner

**Absent:** Ben Cutler, Manish Paliwal, Shrey Patel

1. **The minutes** of February 28, 2018 were approved.
2. **Degree Program Approval Process:** It was noted that steps 4 and 5 in this process (external consultant report and internal school and governance review, respectively) are not always carried out in the listed order. After substantial discussion it was agreed that this flexibility was reasonable, as long as any major issues brought up by the consultant would be revisited by the governance process if necessary. CAP agreed that a statement allowing steps 4 and 5 to proceed in either order or in tandem should preface those two steps and a draft version was discussed.
3. **Independent/Group Study/Research:** Minor text changes were made in the latest circulated version and **it was then approved unanimously**. This proposed policy will now go out for testimony at the next Senates and Student Government meetings. A statement providing context for the expanded policy and noting the key changes (e.g., requiring only 12 CU instead of 14 CU to take independent courses) will be circulated.
4. **Blended/on-line course approval process:** CAP reviewed the preliminary policy drafted by a subcommittee, whichseparates the blended/on-line policy from the detailed procedures related to them (that was submitted by TLC and will be frequently revised by the Office of Instructional Design). We will seek input from Judi Cook of the OID before seeking faculty testimony.