CAP Minutes for meeting, February 24, 2015 (prepared by A. Borders, M. Marino)

Present: M. Benoit, A. Borders, K. Clark, J. Day, F. Cooper, J. Johnson, J. Graham, M. Hugeut-Jerez, M. Marino, M. Paliwal, J. Palmgren, A. Peel, D. Vekaria

1. The minutes from last meeting were reviewed. One change was proposed (remove “tape” from “audition tape”) to ensure accuracy. J. Day proposed and D. Vekaria seconded the motion to approve the minutes. Approved unanimously.
2. The committee clarified the wording of preliminary recommendations of TCNJ’s undergraduate internship policy. The committee members also discussed proposing that no more than 25% of the required 180 hours be spent completing related academic activities. M. Marino will edit the recommendations and present to the committee for feedback.
3. The committee clarified the wording of preliminary recommendations of the change of major policy. M. Marino will send the revised recommendations to academic leaders and other relevant units for initial testimony.
4. M. Marino sent the new charge the review the graduate certificate policy to GPC for feedback.
5. The committee decided to hold an open forum on Tuesday, April 19 to elicit feedback on 3 policies: change of major, internship, and program approval.
6. Meeting adjourned at 2:30pm.