**Committee on Academic Programs (CAP)**

**Meeting Minutes**

April 25, 2018 | SSB 131 | 1:30-2:50pm

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

**Absent:** Ivonne Cruz, Ben Cutler, Manish Paliwal

1. **The minutes** of April 11, 2018 were approved.
2. **Blended/on-line course approval process:** Feedback from Faculty Senate and Qualtrics survey was discussed. CAP decided that the chair signature indicated departmental approval of course being offered in a blended/online format. Also decided that the definition of “blended” courses will reflect a % range for the portion of online content. The subcommittee will incorporate these modifications and present a final policy proposal at the next meeting.
3. **Degree Program Approval Process:** Steering felt that the extent of the “major revisions” that would require reconciliation between external and internal reviews required definition. The committee **unanimously agreed that** **the sentence be changed so as to give the Dean the authority to make that determination and will send this revised proposal back to Steering.**
4. **Honors Policy:** There was a great deal of feedback, mostly from students, about the proposed increases in the GPAs required to stay in the Honors Program and to graduate with College Honors. CAP will ask the HPC to review and summarize that feedback and to either change or further justify their proposal.
5. **Honors Project Policy:** The HPC’s draft is inconsistent in several ways with the Honors Policy approved by CAP last fall. The committee has recommended to HPC that the terminology “Honors Project” be modified to be (or include) “Honors Independent Study/Independent Research”.
6. **Learning Assistants:** The committee reviewed some feedback from Faculty Senate and the Qualtrics survey. The discussion concentrated on the issue around how faculty would be compensated for teaching the LAs, as different departments have very different models for them. The subcommittee will produce a revised proposal for action at the next meeting.