

## Committee on Academic Programs (CAP)

### Meeting Minutes

September 12, 2018 | Business 204 | 1:30-2:25pm

**In attendance:** Ivonne Cruz, Keli Steuber Fazio, Belinda Haikes, Matthew Hall, Harriet Hustis, Abby O'Connor, Jennifer Palmgren, Shrey Patel, Steven Schreiner, Niki Taneja, Christopher Wagner, Paul Wiita, Simona Wright, and Maura Moore (as representative of Records and Registration)

**Excused:** None

**Absent:** Jenny Sekanics

1. **The minutes** of May 9, 2018 were approved after members introduced themselves.
2. **Paul Wiita**, the outgoing Vice Chair, summarized the tasks of the Chair and Vice Chair.
3. **Chris Wagner** volunteered to stand for Chair and was elected by acclamation.
4. **Keli Steuber Fazio** was nominated for Vice Chair and was elected by acclamation.
5. **Course Approval Process:** Chris summarized the status of this policy document on behalf the subcommittee (Matt, Keli, Jennifer and Chris). As we try to finalize our proposal, decisions need to be made about whether on-line and blended courses should be embedded in this overarching policy or whether they should remain separate. We also want to avoid contradictions or redundancies with the Independent Study Policy. The subcommittee will meet and produce an iteration of this policy before the next meeting.
6. **Independent/Group Study/Research Courses:** Paul summarized the status of this proposed policy, which had extensive testimony and feedback last year, on behalf of the subcommittee (remaining: Steve and Paul; new members: Ivonne and Belinda). The main issues to address are possible contradictions or redundancy with the course approval policy and the minimum number of courses and GPAs students should be required to have to take Independent Study and Independent Research courses.
7. **Maura Moore** reported that PAWS now includes a mode-of-instruction column (e.g. on campus, on-line, blended) and Chris noted that Canvas now has a Learning Assistant status for courses that involve LAs.
8. **Jennifer Palmgren** informed us that there would be forthcoming charges from Steering; subcommittees will be formed to deal with them after they are received.
9. **Location for future meetings:** TBD, Chris will advise.