

Committee on Academic Programs (CAP)
Minutes for Meeting on 9/25
Kendall Hall 233 / 1:30-2:50pm

Attending: Kelsey Cogan, Keli Fazio (Chair), Belinda Haikes, Jacob Johnson, Deborah Knox, Tracy Kress, Maura Moore (R&R representative), Abby O'Connor, Jennifer Palmgren, Kay Potucek, Avani Rana, Aimee Stahl, Rajbir Toor

Excused: Paul D'Angelo, Simona Wright, Steven Schreiner

The meeting was called to order at 1:35 p.m.

1. Approval of Minutes

- 5/22/19 Accepted as written. Not enough continuing members on committee who were present at the 5/22 meeting to formally approve these minutes.
- 9/11/19 Approved.

2. Election of Vice Chair Position

Action: Deborah Knox, approved unanimously as Vice Chair for 2019-2020.

3. Active Charges

- Revised re-admission policy
 - i. At the 9/25 meeting, we anticipated that the policy prepared during Spring 2019 would be sent out for feedback; however, only one subcommittee member (Schreiner) remains on CAP. Fazio will discuss with Schreiner.
 - ii. Possible subcommittee members (for discussion on 10/9): Haikes (as a consultant), D'Angelo, Johnson
- Double Counting Policy
 - i. Reviewed and discussed charge.
 - ii. **Action:** Subcommittee membership determined: Cogan, Fazio (lead), O'Connor, Palmgren.
 - iii. Fazio will meet with Matthew Hall to discuss past history.
- Course of Study Designation
 - i. Reviewed and discussed charge. Moore shared that the designation is used as an advising tool, especially for premed track in the Social Sciences. The designation is different for the Honors program, which has approval for a Course of Study designation. Frank Cooper (Director, Records & Registration) can visit CAP or subcommittee to discuss concern and capabilities of PAWS to pull data for the science departments. Moore shared that some other Course of Study areas include MSN bridge program, WILL program, Global Business 1 and 2, Condensed Matter (specialization, but set up as a Course of Study), and English Language Training.
 - ii. **Action:** Subcommittee membership determined: Kress (lead first meeting), Moore, Schreiner, Stahl, Toor.
- Special Topics Courses
 - i. Reviewed and discussed charge. Moore shared that over 3000 special topics courses have been offered in the past 5 years.
 - ii. **Action:** Subcommittee membership determined: Haikes (lead), Potucek, Rana.

4. New Business

- Discussed the anticipated visit by the LLC task force representatives during our 10/23 meeting regarding recommendations for Liberal Learning directions. Fazio will post information of CAP's earlier recommendations on the shared drive for committee members' review in preparation for the meeting.

5. Next Meeting is scheduled for 10/9/2019 @ 1:30pm, Kendall 233.

6. Adjournment of the Committee of the whole, followed by subcommittee meetings until 2:50 p.m.

Respectfully submitted, Deborah Knox