

Committee on Academic Programs (CAP)
Minutes for Meeting on 10/9
Kendall Hall 233 / 1:30-2:50pm

Attending: Kelsey Cogan, Paul D'Angelo, Keli Fazio (Chair), Deborah Knox, Tracy Kress, Maura Moore (R&R representative), Abby O'Connor, Jennifer Palmgren, Kay Potucek, Avani Rana, Steve Schreiner, Aimee Stahl, Rajbir Toor, Simona Wright

Excused: Belinda Haikes

Absent: Jacob Johnson

Action items are boldfaced below.

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

1. Approval of Minutes
9/25/2019 minutes approved
2. Re-Admission Policy (Lead: Schreiner)
 - a. Committee reviewed draft policy and suggested clarifications
 - b. Schreiner to consult with legal counsel (Jordan Draper) regarding use of "judicially" in the current policy draft.
 - c. Formed subcommittee: Schreiner (lead), Knox, Rana. Schreiner will convene the subcommittee.
 - d. Subcommittee will finalize preliminary recommendation, engage in collection of testimony, and prepare final recommendation.
3. Double Counting Policy (Lead: Fazio)
 - a. Committee discussion focused on the number of courses that can double count for a graduate program or certificate program. The Provost's office determines the number of double-counting courses once for each program or certificate; programs can request for up to the maximum number, but are not obligated to request that many. Committee affirmed that the draft policy is ready to go to stakeholders. Palmgren and Wiley (Steering) will be consulted.
 - b. **Preliminary recommendation approved** by committee to move forward to **collect testimony**.
4. Course of Study Designation (Lead: Kress)
 - a. Subcommittee outlined current understanding of the course of study designation. The current use of the course of study designation for pre-med interest among Psychology students was implemented as an *advising tool*. Such advice may be better handled in a "what-if" report on PAWS. This approach can advise the students of suggested courses when they are exploring that pre-med career option.
 - b. Some committee members suggested that deans of the schools of specific interested programs meet to discuss capacity and agreements. Such capacity decisions do not seem to be in the purview of CAP.
 - c. Committee discussion led to a recommendation for Steuber Fazio to follow up with Wiley (Steering) for additional clarification.
5. Special Topics Courses (Lead: Haikes) **TABLED due to time restrictions**
6. Updates
 - a. LLC task force feedback – preparation for visit on 10/23. Briefly outlined the
 - b. Final Exam/Reading Day policy: Steering recommended we ask for feedback by a date and then close the charge. **TABLED due to time restrictions**
 - c. NEW charge: Program and Curricular Change Policy **TABLED due to time restrictions**
7. Next Meeting is scheduled for 10/23/2019 @ 1:30pm, Kendall 233.
8. Adjournment at 3:00 p.m.

Respectfully submitted, Deborah Knox