

## MEMORANDUM

**TO:** Steering Committee  
**FROM:** Committee on Academic Programs (CAP)  
**RE:** Final Report for 2019-2020  
**DATE:** June 15, 2020

Prepared by Keli Fazio, Chair, CAP

In the 2019-2020 academic year, CAP addressed the following:

- 1) Approved and/or reviewed eight program requests:
  - a. Graduate Certificate in Environmental Sustainability
  - b. Anthropology Major
  - c. Broadcast Journalism Minor
  - d. Music Technology Minor
  - e. Social Justice Minor
  - f. Nursing Education Track
  - g. EC EE Dual Certificate
  - h. Education - Biology dual major – revised requirements
  
- 2) Revised six policies
  - a. Course of Study Designation (Tier II) - revised and updated
  - b. Double Counting between Undergraduate and Graduate Courses (Tier II) – clarified policy
  - c. Readmission Conditional – Tier III updated to include clearer definitions and to merge separate policies into one
  - d. Special Topics Courses - Tier II revised and updated
  - e. Program and Curricular Change – Tier I revised to updated and revised to Curricular Change policy
  - f. Undergraduate Internship Policy – Tier I clarified submission application from students and added in definitional notes from General Counsel
  
- 3) Reviewed twos Committee requests
  - a. LLC asked us to review their course designation process in fall and an addendum in spring
  
- 4) Provided one emergency policy review to Steering on:
  - a. Ungraded Option for Spring 2020 in response to Covid-19 and remote learning
  
- 5) Five in-progress charges
  - a. Final Exam Reading Day – CAP received GSC’s recommendation for this policy and made revisions and collected Tier II testimony at the end of spring 2020.
  - b. Graduate Admissions Charge – 5 year review
  - c. Absence and Attendance Policy – 5 year review
  - d. International Credit Transfer and Exchange – consider how the Undergraduate Transfer

- Policy applies to international credit transfer
- e. CEL Recommendations