

**Committee on Academic Programs (CAP)
Agenda for Meeting on 1/27/2021 (Optional meeting)**

Attendance: Amy Cmielewski, Craig Hollander, Tracy Kress (chair), Maura Moore, Abby O'Connor (vice chair), Jennifer Palmgren, Kay Potucek, Avani Rana, Jane Wong.

Excused: David Gazarian, Belinda Haikes, Deborah Knox, Aimee Stahl, Brenda Seals, Don Vandergrift, Alisha Srivastava

1. Review of meeting minutes from 12/4/20, 12/9/20, 1/12/21
 - Tabled voting on the meeting until the 2/10/21 meeting due to low attendance
2. Updates: Policies sent by Steering Committee over winter break
 - The revised Absence and Attendance policy was sent to Steering. We are awaiting feedback.
 - CAP's recommendation to extend the course withdrawal and ungraded option deadline to 4/16/21 was sent to Steering and the Provost. It was approved by Provost.
3. Electronic vote on proposed changes for WRI102/FSP from the LLC
 - A final discussion of the proposed changes occurred. The following motion was voted on the following: 1. To make WRI102 (now known as FYW102) a prerequisite for FSP (now known as FYS) and 2. To uncouple IDS102 from FSP (FYS) so that students take IDS102 during their first semester at TCNJ. The motion passed (12 yes, 3 members did not vote).
 - Action Item: Tracy Kress will inform the Liberal Learning Council and Kit Murphy of CAP's decision.
4. Update on Revision of Ungraded Option for Spring 2021 and beyond
 - A discussion occurred on the request for a charge from CAP to explore revising the ungraded option that was sent to Steering. CAP determined that we would request two charges, one charge for an emergency ungraded option for Spring 2021 and a second charge to explore long-term changes as part of a five year review of the policy.
5. Announcements/updates from other subcommittees
 - International Credit Transfer and Exchange, Received Oct. 2019. The subcommittee is wrapping up the policy changes and aims to send back to Steering early this semester.
 - CEL (changes recommended by CELC), Received April 2020. A survey was sent to the academic leaders and campus community due back on 2/10/21.
 - Camera and Recording policy. Tracy sent the suggestions document draft to Shaun Wiley and Jeff Osborn on 1/18/21 for feedback and we are awaiting a response before sending to the campus community.
6. Formation of new subcommittees to address new charges
 - Ungraded Option (short-term and 5- year review) - A subgroup will be formed at the 2/10/21 meeting if we receive the charges from Steering.
 - Honors Program proposed changes. Action Item: Tracy will Invite Stephanie Sen to discuss this with CAP.
7. Civil Engineering Minor
 - Tracy reached out to Martha Stella, Michael Horst, and Andrew Bechtel to ask for an update on the revised documents.

Meeting adjourned at 2:15 pm.

Respectfully submitted,
Abby O'Connor