

**Committee on Academic Programs (CAP)**  
**Minutes for Meeting on 2/10/2021**

**Attendance:** Amy Cmielewski, Belinda Haikes, Craig Hollander, Deborah Knox, Tracy Kress (chair), Maura Moore, Vaish More, Abby O'Connor (vice chair), Jennifer Palmgren, Kay Potucek, Avani Rana, Alisha Srivastava, Aimee Stahl, Jane Wong.

**Excused:** David Gazarian, Brenda Seals

1. The meeting minutes were approved for meetings on 12/3/20, 12/9/20, 1/12/21, 1/27/21.

2. Updates from the chair

The absence and attendance policy was approved by Steering.

Tracy Kress wrote to Kit Murphy and let him know CAP approved the LLC items

3. Ungraded option for Spring 2021

CAP was sent back the charge to consider options for a Spring 2021 ungraded option. A vote was conducted to evaluate committee interest in entertaining an emergency ungraded option for Spring 2021. The majority was in favor (vote 11 yes, 1 no) and CAP will work to put together a policy for testimony taking into consideration limiting the number of courses a student could take ungraded, expanding the option to first year students and addressing the needs for a process that is amenable to Records and Registration. Link to [notes](#)

4. The Camera and recording policy needs a new lead for the subcommittee to address wrapping up revisions. Craig Hollander agreed to be the lead on wrapping up revisions for the target date of March 21.

5. Honors program review. Stephanie Sen will come to the CAP meeting on 2/24/21 to discuss the changes to the program. A new subcommittee was formed to investigate the curricular changes to the honors program.

Action item: CAP members should read the proposed changes to the honors program document before our next meeting.

5. Updates from the subcommittees

Testimony was received for the proposed changes to the CEL program. The subcommittee will review the testimony and meet to discuss the feedback to generate a final recommendation.

The subcommittee working on the international credit transfer policy connected with people from Global engagement center to update the language. The group created a strike through document with updates and will finish this revision to send it out for Tier II testimony.

Meeting adjourned at 2:50 pm.

Respectfully submitted,  
Abby O'Connor