

**Committee on Academic Programs (CAP)
Minutes for Meeting on 10/13/2021**

Present: Joe Baker, Jared Beatrice, Brett BuSha, Peter Corso, Craig Hollander, Heba Jahama, Deborah Knox, Tracy Kress, Alekhya Madiraju, John McCarty, Jennifer Palmgren, Avani Rana, Brenda Seals (Chair), Aesheyah Willis

Excused: Jane Wong

1. Approve minutes from the 09/22/21 meeting

The minutes from the 09/22/21 meeting were amended, voted upon and approved with one abstention.

2. Updates from Subcommittees on Current Charges:

- **Graduate Admissions Charge**
 - The policies have been restructured, edited, and combined. *Action item:* The subcommittee will review the updated draft of the combined policy and bring any remaining questions/decisions to full CAP at next meeting.
- **Civil Engineering Minor**
 - The proposal was missing certain elements and there is a question about the effect on an existing minor in Engineering Sciences. CAP is still waiting on a response from Engineering. *Action item:* The subcommittee will reach out again for an update on their progress.
- **Syllabus Policy**
 - Subcommittee working on inserting specific elements requested by Steering. Plan to have a preliminary recommendation by the end of the semester for testimony.
- **Interim policy on Remote Classroom Camera/Microphone Use and Recording**
 - The subcommittee continues to revise the language, but the recommendation is close to being finalized. An update will be provided at the next meeting.
- **Honors Program Proposed Modifications**
 - (on hold). *Action item:* CAP will reach out to Steering and Honors Committee.
- **5- year review of Ungraded Option Policy**
 - Subcommittee is currently gathering preliminary stakeholder feedback.
- **Delivery Mode**
 - *Action items:* CAP chair will send revised definitions to Judi Cook and the delivery mode task force. The subcommittee will meet with the task force to coordinate efforts.
- **Liberal Learning**
 - Subcommittee is still awaiting additional feedback from the LLC.
- **Leadership Minor**
 - CAP determines that the Minors Approval Process policy has been followed. The Leadership Minor proposal as written was voted upon and approved with one abstention.

Our next meeting will be on Wednesday, October 27, 1:30 p.m. via Zoom. Link will be emailed with the new agenda.

Meeting adjourned at 2:45pm
Respectfully Submitted,
Jared Beatrice