

Committee on Academic Programs (CAP)
Minutes for Meeting on 11/10/2021

Present: Joe Baker, Jared Beatrice, Brett BuSha, Peter Corso, Craig Hollander, Heba Jahama, Deborah Knox, Tracy Kress, Alekhya Madiraju, John McCarty, Jennifer Palmgren, Kay Potucek, Avani Rana, Brenda Seals (Chair). Visiting Blended and Online Task Force representatives: Judi Cook, Ellen Farr, Gary Feinberg, Sandy Gibson, Carole Kenner, Jessica Lamboy.

Excused: Aesheyah Willis, Jane Wong

1. Approve minutes from the 10/27/21 meeting

The minutes from the 10/27/21 meeting were voted upon and approved unanimously.

2. Discussion with representatives from the Blended & Online Task Force:

- The Task Force definitions for course delivery modes were shared with CAP, noting areas of divergence. It was emphasized that the definitions are the critical task.
- Judi Cook will revise the Task Force's document based on CAP feedback and send it back to CAP.
- CAP review will focus on achieving consensus on the definitions.

3. Updates from subcommittees on current charges:

- **Graduate Admissions Charge**
 - Update will be sent to CAP Chair because of time constraints.
- **Civil Engineering Minor**
 - CAP is still waiting on a response from Engineering on whether to they plan to go forward with the proposal revisions or pull the application.
- **Syllabus Policy**
 - Subcommittee has a revised draft that will be sent out for initial stakeholder feedback. Plan to share with campus community by early Spring.
- **Interim policy on Remote Classroom Camera/Microphone Use and Recording**
 - Subcommittee is developing its final recommendation. Plan to have it early next semester.
- **5- year review of Ungraded Option Policy**
 - A revised draft including a policy for graduate courses is nearly ready. Plan for full CAP review during the next meeting and to send it out for tiered testimony early Spring semester.
- **Delivery Mode**
 - Subcommittee will meet again to reach consensus on definitions in light of the information presented today by the Blended and Online Task Force.
- **Liberal Learning**
 - Subcommittee is still awaiting additional feedback from the LLC.

4. Initial discussion and assignment of new charge 11: Undergraduate Transfer Credit

- A subcommittee was formed: Joe Baker, Jennifer Palmgren, Brett BuSha, Peter Corso, and Heba Jahama. For the next CAP meeting, the subcommittee will choose a lead and select a testimony tier (possibly elevate to tier III).

5. Update: Honors Program Proposed Modifications: Coordinated with Harriet Hustis and they request that CAP put review on hold. Projected to coordinate in December meeting.

Due to scheduling constraints, a Doodle poll will be sent to schedule our next meeting.

Meeting adjourns at 2:53pm

Respectfully Submitted,

Jared Beatrice