

**Committee on Academic Programs (CAP)  
Minutes for Meeting on 09/14/22**

**Present:** Joe Baker, Brett BuSha, Peter Corso, Hiya Dogiparthi, Ellen Farr, Heba Jahama, John McCarty, Jennifer Palmgren, Monisha Pulimood, Avani Rana, Brenda Seals, Aimee Stahl, Jane Wong

**Not present:** Sharon Byrne

**1. Introduction of committee members and welcome of new members**

**2. Review minutes from 5/11/22**

Vote to postpone vote until minutes are updated with June 2022 notes: Approved.

**3. Election of a Chair and Vice Chair**

Joe Baker volunteered to serve as Chair and Aimee Stahl volunteered to serve as Vice Chair. Unanimous approval.

**4. Discussion of meeting modality**

Meetings will be held in person in Chemistry C122A, but a virtual option will be available for those who need it.

**5. Review/Discussion of Current Charges and Sub-Committee Assignments**

- a. Graduate Admissions/Readmissions charges: Waiting to hear from GSC
  - i. Sub-committee formed
- b. Delivery Mode: Seeking clarification from Steering about next steps after CAP approved definitions
  - i. Sub-committee formed
- c. Undergraduate Transfer Credit: Complete?
- d. Graduate Certificate Programs: Waiting to hear from GSC
  - i. Sub-committee formed
- e. Undergraduate Certificate Programs
  - i. Sub-committee formed
- f. Class Recording Policy: Needs to be reviewed
  - i. Sub-committee formed
- g. Graduate Comprehensive Exams and other Culminating Experiences: Might be complete; waiting to hear from GSC
  - i. Sub-committee TBD
- h. Graduate Non-Enrollment Policy: Might be complete; waiting to hear from GSC
  - i. Sub-committee TBD

**6. Notes on Committees that report to CAP**

- a. **Graduate Studies Council:** Expecting more information about forthcoming charges in October after their meeting at the end of September.
- b. **Honor's Program:** Questions remain about how/when the new program changes will be evaluated. Brett will reach out to Harriet to inquire about status and receiving data.

c. **Liberal Learning Council:** Joe will contact Kit about current status.

7. Our **next meeting** will be September 28, 2022 1:30 to 2:45 pm in Chemistry C122A.

Meeting adjourned.

Respectfully submitted,  
Aimee Stahl

### **CAP 2022-23 Roster**

1. Brenda Seals, Faculty, term expires 2023
2. Brett BuSha, Faculty, term expires 2024
3. Aimee Stahl, Vice-Chair, Faculty, term expires 2023
4. Sharon Byrne, Faculty, term expires 2023
5. John McCarty, Faculty, term expires 2024
6. Joe Baker, Chair, Faculty, term expires 2025
7. Monisha Pulimood, term expires 2025
8. David Mazeika, Faculty, term expires 2025
9. Avani Rana, Staff, term expires 2024
10. Jennifer Palmgren, Provost Designee
11. Jane Wong, Academic Dean
12. Heba Jahama, Staff, R&R rep, non-voting
13. Ellen Farr, Staff, term expires 2025
14. Hiya Dogiparthi, Undergraduate Student
15. Peter Corso, Undergraduate Student
16. Jennifer Prince, Graduate Student