

**Committee on Academic Programs (CAP)
Minutes for Meeting on 11/9/22**

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

Excused: Sharon Byrne, Brenda Seals

1. Review and approve minutes

- a. [10/26/22](#): Approved, two abstentions

2. New Charges/Business:

- a. [Community Engaged Learning by contract \(updated charge\)](#)
 - i. Subcommittee formed
- b. Leveraging Graduate Studies Council more effectively for CAP workload management
 - i. Deputize GSC to handle graduate-related charges: CAP would receive charge, GSC would handle drafting preliminary/final recommendation and testimony, with feedback from CAP subcommittee at each stage. Full CAP committee would vote on final recommendation and send to Steering.

3. Votes:

- a. Vote to deputize GSC for graduate charges: Approved unanimously
- b. [Undergraduate Transfer Credit](#)
 - i. Vote to send final recommendation to Steering: Approved, one abstention
- c. [Delivery Mode charge](#)
 - i. Clarify with Steering whether this needs to go to the whole list of stakeholders given the minor changes to the policy
 - ii. Vote to send to stakeholders: Approved unanimously

4. Discussion of current charges:

- a. [Class Recording](#)
 - i. Received input from Meghan Sellet, subcommittee will consider her feedback and continue editing policy
- b. [Undergraduate Certificate Programs](#)
 - i. Questions about whether there should be a separation between standalone certificates (e.g., continuing education) vs. certificates for current undergraduate students (credit-bearing)
- c. Graduate related charges
 - i. [Graduate Certificate in Health and Risk Communication](#)
 - 1. Being reviewed in subcommittee
 - ii. [Graduate Admissions/Readmissions Charges](#)
 - 1. Being reviewed in subcommittee
 - iii. [Graduate Certificate Programs](#)

1. Out for testimony: closes 11/11/22

5. Notes on Committees that report to CAP

- a. Graduate Studies Council:
- b. Honor's Program:
- c. Liberal Learning Council:
- d. Community Engaged Learning Council
- e. Cultural and Intellectual Community Council
- f. Global Engagement Council
- g. Mentored Research and Internships Council
- h. Self-Designed Major Council
- i. Teacher Education Council
- j. Teaching and Learning Council

6. Our **next meeting** will be December 14, 2022 1:30 to 2:50 pm in Science Complex Chemistry 122A (or via the Zoom option).

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