

**Committee on Academic Programs (CAP)  
Minutes for Meeting on 3/22/2023**

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

**Excused:** Sharon Byrne, Heba Jahama, Jennifer Prince

**1. Review and approve minutes**

- a. 3/8/2023: Approved

**2. Votes:**

- a. Program closure policy
  - i. Vote to return policy to Steering for further consideration about which committee is most appropriate for this charge: Approved
- b. Post-Master Certificate in Global Ed Leadership
  - i. Approved
- c. Undergraduates Enrolling in and Double Counting Graduate Courses Policy
  - i. Revised wording on who can approve an undergraduate to take graduate course
    - 1. Approved

**3. Discussion of current charges/business:**

- a. Active charges/business under discussion
  - i. Incomplete and In-Process Grade Changes Policy
    - 1. Discussion of charge and updated draft policy from the subcommittee
      - a. Discussed timeline of due dates, will add table to policy for clarification
  - ii. Student Complaints Policy 5-year review
    - 1. Reviewed updated draft of policy
      - a. Discussed language on timing and approval of expedited request
  - iii. Program entrance, retention, and exit standards policy
    - 1. Will discuss next meeting
- b. Recently sent for stakeholder feedback
  - i. Graduate Admissions/Readmissions Charges
    - 1. Testimony agreed with the changes
    - 2. GSC will discuss whether GRE requirement should still be in the policy.

**4. 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
5. Our **next meeting** will be April 12, 2023 1:30 to 2:50 pm in Science Complex Chemistry Room C122A (or via the Zoom option).

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

1. Empty position, 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