

**Committee on Academic Programs (CAP)
Minutes for Meeting on 4/12/2023**

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

Excused: Sharon Byrne, Hiya Dogiparthi, Ellen Farr, Jennifer Prince

1. Review and approve minutes

- a. 3/22/2023: Approved

2. Announcements:

- a. Steering approved CEL-by-contract, UG Certificate programs policy, Post-Master in Global Education Leadership

3. New Charges/Business:

- a. BA in Environmental Studies
 - i. Asked for an expedited review to get this to the BOT
 - ii. Has already been vetted by HSS Dean, Curriculum Committees/Impacted units/CSPP
 - iii. Subcommittee formed

4. Votes:

- a. Graduate Admissions/Readmissions Charges
 - i. Updates from subcommittee - GRE should not be listed as a requirement in the policy is only change
 - ii. Approved
- b. Undergraduates Enrolling in and Double Counting Graduate Courses Policy
 - i. Resolve Steering's question: 3.0 GPA is intended to be overall, cumulative GPA
 - 1. Vote to approve amendment: Approved
- c. Incomplete and In-Progress Grade Policy
 - i. Electronic vote to send preliminary policy for testimony on 4/9: Approved

5. Discussion of current charges/business:

- a. Active charges/business under discussion
 - i. Student Complaints Policy
 - 1. Vote to send for preliminary feedback: Approved
 - ii. Program entrance, retention, and exit standards policy
 - 1. Replace "gateway" with "foundational"
 - 2. Add: Departments may additionally require students to develop a curriculum plan for students to show how they will complete graduation requirements on time
 - 3. Add: "in-major" GPA for 2.0 requirement

4. Is there an equity issue for departments to have different entrance/retention standards for current students vs. internal/external transfers?
5. Steering: Need to also address other related policies
 - a. Change of major policy
 - i. Replace “Foundational” term with something else (“Course entrance requirement”?)
 - ii. B and E need to be aligned with Entrance/Retention policy
 6. Will solicit feedback from CSS
 7. Subcommittee formed
 - iii. Program closure policy (5-year review)
 1. Waiting for feedback from Steering on which committee will handle this policy
- b. Recently sent for stakeholder feedback
 - i. Incomplete and In-Process Grade Changes Policy
 1. Sent out for preliminary feedback 4/10/23

6. 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
7. Our **next meeting** will be April 26, 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