

MEMORANDUM

To: Steering Committee

From: Committee on Academic Programs (CAP)

Subject: CAP End of Year Report for Academic Year 2024-2025

Date: June 13, 2025

AY 2024-2025 Membership: Angie Capece (chair), Dave Mazeika (vice-chair), Jackie Anderson (undergraduate student), Matthew Bender (faculty), Cecilia Colbeth (staff), Ellen Farr (staff), Christopher Fisher (academic dean), Kaitlin Harker (undergraduate student), Jennifer Palmgren (provost designee), Susan Ryan (faculty), Stephanie Sen (faculty), Steven Singer (faculty), Sylvia Twersky (faculty), Shengbin Wang (faculty), Lisa Watson-Cotton (Records & Registration representative), Dana Wilson (graduate student)

The first meeting for the 2024-2025 academic year was held on September 11, 2024. CAP elected Angela Capece as Chair, and David Mazeika as Vice-Chair for the academic year.

Below are the actions taken by CAP this academic year. Please see minutes of meetings for additional details.

- CAP approved the following certificates and degree programs (in consultation with GSC where applicable for graduate-related programs):
 - Graduate Certificate in History
 - Graduate Certificate in Health Education
 - Graduate Certificate in Clinical Mental Health Counseling
 - Graduate Certificate in Career and Technical Education
 - Five Undergraduate Certificates in English (*Creative Writing, Literature for Young Readers, Publishing and Editing, Teaching Writing, English Language and Literacy*)
 - Undergraduate Certificate in Computer Science Education
 - Undergraduate Certificate in Middle School Math
 - New Degree Program in Inclusive Elementary and Early Childhood Education

- CAP approved the following minors:

- Chinese Studies
- Music Performance ((Music Education Track)
- Sports Management

The work on the Archaeology Minor is still on-going and will be revisited in AY 2025-2026.

- CAP reviewed and recommended approval of a revised RFP for MUSE, from the Mentored Research and Internships Council
- CAP reviewed and approved the following policy updates:
 - A major update to the *Internships (Undergraduate) Policy* to include guidelines for cooperative education programs and internships for both undergraduate and graduate students.
 - An update of the *Types of Undergraduate Majors and Minors Defined Policy* to eliminate ambiguities and clarify processes.
 - The creation of a *Graduate Student Probation and Dismissal Policy* in consultation with GSC
 - An update of the *Development and Approval of Online and Blended Courses Policy* to include a section on the development and approval of online programs.
- CAP reviewed updates to the Undergraduate Transfer Credit Policy made by Records and Registration.
- CAP discussed and reviewed a preliminary proposal by Steering to elevate the Graduate Studies Council (GSC) to a standing committee. CAP provided feedback to Steering and developed a counterproposal to instead restructure CAP to include GSC.
- CAP worked collaboratively with the College Core Council on the College Core Redesign. Extensive testimony regarding changes to the Core has been collected and analyzed, and CAP/CCC have put forth recommendations to Steering for how the work should continue in AY 2025-2026.

In summary, outside of the Minor in Archaeology, CAP has no remaining business on its AY 2024-2025 calendar that will need to be addressed by the members in AY 2025-2026.