

Committee on Academic Policy and Procedure
Minutes

Monday, August 27, 2012

4-5 pm, Julian 372

Present: Carroll Bible (student representative), Nicole Brockmann (FYS chair), Nahyan Fancy, Tim Good, David Harvey (VPAA), Marnie McInnes (recorder), Alex Puga, Fred Soster (chair)

1. Introductions
2. CAPP meeting dates for Fall 2012 (4 p.m. in 372 Julian) will be as follows: 8/27, 9/17, 9/24, 10/8, 10/29, 11/12, 11/26, 12/10 (if needed)
3. FYS committee membership is set, with Nicole Brockmann serving as chair, and therefore sitting on the WPCC as well.
4. At our next meeting (9/17), Raj Bellani, new dean of experiential learning, will meet with us to discuss ideas about Winter Term (4:30 pm) President Casey will also meet with us (4 pm).
5. CAPP meetings will begin at 4 pm and end at 5:30 pm, or sooner.
6. WT subcommittee needs to be staffed right away, so we'll do this by email.
7. Discussion of CAPP agenda for the year.
 - a. We will review and revise guidelines for RAS this fall so that the VPAA can share these with chairs and program directors in early spring 2013.
 - b. After hearing from Raj Bellani on 9/17, we'll continue thinking about WT reform.
 - c. See proposal from Aaron Djiubinskyj about change in handbook language about off-campus semester-long internships. CAPP will reflect on the proposed change, discuss it, and make a decision soon; if we support the change, the item must go to the faculty for a vote.
 - d. Other WT items: criteria for evaluating study and service trips; grading of WT courses (from PF to P/D/F).
 - e. Student White Paper recommending a multicultural requirement: Pres. Casey responded to the students who wrote the white paper at the end of spring semester 2012. CAPP will discuss this four-page document on 9/24.
 - f. Oversight of new Writing Curriculum: Nicole will report to us on discussions in FYSC and WPCC.
 - g. Admission: There's no faculty Admission committee at this point. CAPP is charged to oversee Admission policies. We will appoint a CAPP liaison to Admission (as a trial run) and inform the faculty about this appointment; we'll also hear twice a year from the VP of Admission. We'll invite Dan Meyer to attend CAPP on 10/8.
 - h. We will seek an S Program update from Susan Wilson to see if any proposals are forthcoming.

- i. Q Program reform will be postponed until new VPAA has arrived. Instead we will focus on W program implementation and WT reform.
- j. We expect proposals for a new minor in Astronomy and changes to the Mathematics major.
- k. CAPP is responsible for “long-term policy and planning” -- hence, the curriculum. As part of the discussion of RAS guidelines, we will consider pressing issues in the curriculum and rethink how CAPP should undertake curriculum oversight.
 - i. We must address the dearth of courses that satisfy the new Social Science requirement.
 - ii. We must address the dearth of W courses (now required of all sophomores), the priorities on these courses, and level at which W courses are offered (200, 300).
 - iii. CAPP will encourage department chairs to discuss the rationale and meaning of course levels (100, 200, 300). What are our expectations for students at these different levels? How are these expectations communicated to students? How do a given department's courses satisfy graduation requirements? (Discussion on 9/24, with goal of preparing a document for the Chairs' Meeting.) We will ask Chairs to give us their feedback.