

September 22, 2003

The meeting was called to order at 4:07 pm.

Members present: Lemos, Ball, Gross, Fernald, Pollack-Milgate, Kemp, Basu, Abraham, Eppley

1. Approval of June 3 minutes with corrections.

2. Proposal to invite RAS and DEC representatives to next meeting. Questions were raised about the ways in which RAS is constituted: will the restricted term of operation during the summer change now that the committee may occasionally have to meet during the semesters as well?

3. Approval of September 1 minutes with corrections

4. Questions were raised about whether FYS and Winter Term are subcommittees of CAPP, or whether they are independent committees reporting at Faculty Meeting? Committee decided that these should be subcommittees, and can be asked to report at Faculty Meeting when needed.

5. Committee approved Linda Elman and Wes Wilson as representatives to the Winter Term Subcommittee.

6. Gen Ed Task Force was to meet the following Thursday and discuss a range of particular proposals. The Committee agreed that the task of interviewing Chairs and department members re Gen Ed be undertaken after the models had been narrowed down (only Group 1 was done last year, and those chairs should be re-interviewed as well), and that we try our best to solicit as wide a range of opinions as possible. In this context, a suggestion to place an ad in the newspaper with projected plans and seek feedback from students and faculty.

7. Should there be students on the Gen Ed Task Force? Student Congress Academic Affairs Committee has sent out questionnaires re Gen Ed; information will come in next week. Kemp will share questionnaire with Pollack-Milgate. At what stage should students be involved? Agreed that the Task Force would first be asked how many students might be involved and how to include them, then Exec/Cabinet could be asked to solicit nominations possibly students could join in at the next stage of the Task Force's work.

8. Committee briefly discussed proposed catalogue changes re-hidden majors and minors, bridge majors, and double majoring in dual subject departments, then opted to invite Ellie Ypma to a meeting and resume discussion of the changes on the whole page after talking to Ypma. Suggested that biochemistry be changed as an example on the page given recent changes to the Chemistry curriculum.

9. Re Bridge majors, it was decided that the chairs of Philosophy, Religious Studies and Geology be asked to come talk to CAPP about how this major served their programs, and that CAPP also talk with the Registrar.

10. Education department: Stockton has met with Pollack-Milgate and Abraham, and is awaiting a concrete response from them, so that she may pass on the response to the larger department as a document they may reflect and/or act on.

October 6, 2003

Members present: H. Pollack-Milgate (Chair), Vice-President for Academic Affairs, N. Abraham, Professors S. Basu, A. Fernald, H. Eppley, N. Lemos, and student representative M. Kemp

The meeting was called to order at 4:05 pm.

Minutes for the September 22nd meeting were approved with corrections.

The majority of the meeting was a joint meeting with representatives from RAS (Pam Propsom and Scott Wilkerson) and DEC (Emmanuel Harris and Holling-Smith-Borne) to discuss the structure of the opportunity hiring program given the changes in it to keep it consistent with the latest rulings in case law. Neal Abraham started by giving the committee background information on the number of underrepresented minority hires hired both through the opportunity hiring process and through the RAS recommendation process over the last six years. He also gave statistics on the number of majority hires made through the program as well, including the large increases seen in the last year with the broadening of the opportunity hiring program. Statistics were also shown documenting the recent advances in the numbers of faculty from underrepresented minority groups due to the existence of the opportunity hiring program (from 8% among all faculty to 20% among untenured faculty). Data is provided as an Appendix. It was stressed that only 5 minority hires had been made through the RAS approved hiring process during the last six years, and that such hires are very difficult to make. He also pointed out that we lag behind many of the other GLCA schools in total percentage of minority faculty members.

The overall shifting of additional positions from term to tenure track as the expansion of the faculty ends will mean that if more tenure-track faculty are hired (from the combination of RAS and opportunity hiring), DPU will eventually lose much of its flexibility to cover faculty with release time and sabbatical leaves. It was noted that RAS does however consider opportunity hires within a department when considering future personnel requests from a department.

Many different ideas and issues were discussed during the meeting:

The need for long range planning for the curriculum that could be provided by including members of RAS and CAPP in the process was discussed and supported by the committee.

Under what circumstances opportunity hiring could be employed (how big must a group of faculty

be to target a particular area for increasing minority presence)? It was noted that diversity was much better in certain departments than others and that perhaps only a certain set of areas where minorities were particularly poorly represented (for instance in the sciences) should be targeted for such hires.

Targeting for a particular area of the curriculum where an incoming faculty member could compliment existing faculty was discussed, but the committee decided that this type of targeting should be something that should go through the RAS process itself.

The committee would have to meet on little notice and to decide about a candidate relatively quickly (typically after only a few weeks at most).

Since 6 out of 7 of the recent opportunity hires had spent some time at DePauw prior to their appointment, the committee decided that knowing the number of Minority Predoctoral Fellows currently on campus is important to the process of coming up with a reasonable number for positions for opportunity hires in a particular year. It was also discussed that the hiring of future people into these types of positions should potentially be targeted at departments/divisions where the minority presence is currently lower.

Several different structures for the committee were discussed, but it was decided that the committee should be made up from two members of RAS, two members of CAPP, 1 member of DEC, and the VPAA. It was decided that one person on the subcommittee should be from each division and no two could be from the same department.

CAPP decided after debate that no faculty vote was needed to form the committee and that the composition of this new subcommittee would be announced at the next faculty meeting. CAPP very briefly discussed the formation of the new Admissions Committee and the progress of the General Education discussion.

The meeting was adjourned at 6:10 pm.

Respectfully submitted,
Hilary J. Eppley

February 23, 2004

Present: Howard Pollack-Milgate (chair), Tom Ball, Mark Kannowski, Hilary Eppley, Megan Kemp (student member), Mary English, Neal Abraham (VPAA)

The meeting was called to order at 4:10 PM

Minutes of December 8, 2003, approved.
Reassignment of secretaries for future meetings was made.

Discussed volunteers to RAS and how to balance committee so that all divisions are adequately represented. Possible members from CAPP to include Mary, Tom, Sirmati, or Hilary. Howard announced that Communication Arts & Sciences had submitted a proposal for a name change to Communication and Theatre but had not sent a rationale with the proposed name change. Bridge major was discussed. After much discussion the committee decided to take a motion to the faculty meeting to delete from the catalog the statement that a department may designate as

many as two courses from other departments as requirements of its major. Howard will check with Ellie about the correct wording of the motion.

General Education – Given the timing it was decided that a proposal would be brought to the April faculty meeting to be put on the table. The gen ed task force will attend the next meeting and CAPP will work on the content of the Gen Ed model.

Next meeting: Monday March 8th; 4:00 PM

Meeting adjourned 5:57PM

Submitted by Tom Ball

March 29, 2004

Members present: Howard Pollack-Milgate (chair), Neal Abraham, Tom Ball, Srimati Basu, Eric Edberg, Mary English, Mark Kannowski, Megan Kemp, and Mike Oren.

The meeting was called to order at 4:10

Confidential material was discussed.

There were no minutes distributed for approval.

The committee discussed a request from the department of Communication Arts and Sciences to change their name to the department of Communication and Theatre. The name change is motivated by the recent approval of a theatre major within the department. It is felt that the new name reflects better the two primary programs of study offered within the department. S. Basu moved that the department of Communication Arts and Sciences henceforth be known as the department of Communication and Theatre. M. Kemp seconded the motion, which passed.

The Winter Term subcommittee is recommending that a summer project be approved to receive Winter Term credit. CAPP will meet with Monique LaRocque, for the subcommittee, to discuss the programmatic issues that lead CAPP to their current position on this topic: that such requests should not be granted.

The Opportunity Hiring Sub-Committee was announced. Its members are Mary English and Mark Kannowski (representing CAPP), Kent Menzel and Jim Rambo (representing RAS), Cynthia Cornell (representing DEC), and Neal Abraham (representing the administration). Neal will arrange for the subcommittee to meet.

The revisions to the handbook need to be discussed at the next meeting of CAPP (12 April 2004).

At 5:15, Tamara Beauboeuf, Ken Kirkpatrick, Bruce Sanders, Bob Stark, Barbara Whitehead, and Eric Wielenberg all joined the meeting as representatives of the Task Force on General Education.

Four main issues were identified for our discussions:

The foreign language requirement.

The physical education requirement.

The science requirement (category III).

The distinction between the labels for categories I and II.

In addition, we need to decide what should be handed out to the faculty and what sort of structure should be used for the open meetings to discuss the proposal.

The rationale for the change from two semesters to three semesters is that two semesters of a language is insufficient for students to be able to communicate effectively in the language (functioning as a tourist, for example). We are also trying to better ourselves as an institution. At one point in DePauw's history, the requirement was for four semesters. This assessment is based on nationally recognized proficiency standards for second semester and third semester students.

Most students do not begin their DePauw language experience from scratch. They come in with credit for one semester, two semesters, or more in a particular language. It was noted that in the study of some languages (Russian, Chinese, and Japanese, for example), students develop the same level of proficiency more slowly. Second semester proficiency would be inadequate for those students. The question was raised can the third semester course be offered every semester? The feeling is that it is done often enough that this is not a major concern. Written mastery, such as in Latin or Greek, will remain a viable way to satisfy the requirement. It was estimated that there would be an increase of approximately 180 student enrollments in languages per year. CAPP is unanimous in its support of the foreign language requirement.

The central question is to decide between active sports emphasis in the physical education requirement and a breadth of understanding of life fitness in physical education. This question divides both the campus' view and the Kinesiology department's view. The majority of faculty want these courses to be either (a) ungraded or (b) graded but not included in the gpa. Students who are close to academic difficulty can and do avoid this difficulty through the use of some PE grades. It was stated by both faculty and students that even without the PE requirement, many students will still take the activity courses both for the credit they earn and for the activity it provides. After much debate over the inclusion of this requirement in the proposal, it was finally moved that the proposal include a life fitness requirement and exclude the PE/activity requirement. This motion was seconded and passed by CAPP. The requirement is for two courses with one of the courses being a laboratory course. The rationale is that the lab allows students to see the process of science. There was some discussion of what courses count as lab courses for the faculty involved. As with the foreign language requirement, this requirement will involve an increase in staffing. We did not see current numbers that could guide us in determining how much of an increase would be involved.

The structure of all three categories should be parallel. We will not list individual departments as that could be construed to limiting a department to a particular category.

The committee concluded with a discussion of how to get the word out to the faculty. Howard will produce a document for distribution at the next faculty chairs meeting and the next faculty meeting. Howard will suggest to departments that they might invite a member of CAPP to a department meeting so that they might get more feedback. The committee will conduct open forums to get feedback from the faculty, but the topic of discussion will be set by faculty discussions and questions rather than CAPP trying to anticipate what should be discussed.

The meeting adjourned at approximately 7:40 p.m.

Respectfully submitted,
Mark Kannowski