

Committee on Academic Policy

Minutes for September 6, 2012

Attending: Sally Cockburn, Tina Hall, Chaise LaDousa, John McEnroe, Nancy Rabinowitz, and Penny Yee (Chair); Associate Dean Stephen Orvis and Dean Patrick Reynolds

The meeting convened at 4:12 pm.

The minutes from the August 30, 2012 meeting were approved as submitted.

The committee discussed the following subcommittees and charges.

- a. FYC: The committee discussed the membership and charge for the subcommittee. The charge for the subcommittee could include many aspects of feasibility for the First Year Courses, from how departments might offer them to details of the structure of these courses to how changes in students' schedules might be accommodated. The First Year Experience committee will talk with CAP on September 20th.
- b. On-Line Instruction: The committee discussed the membership and charge for the subcommittee. The committee agreed it is important to have a number of full-time faculty on the subcommittee.
- c. Experiential Learning: The committee discussed the membership and charge for the subcommittee. Susan Mason and Mary Evans will talk with CAP on September 20th.

The chair updated the committee on the WRS recommendations.

- a. Student assessment of WI courses: COA, Al Kelly, and Sharon Williams will talk with CAP on September 20th about a supplemental evaluation form.
- b. Approval of pre-existing WI courses: This year is a grace period for pre-existing WI courses. At the start of '13-'14 all courses must be in compliance with the new guidelines. The CAP recommends department chairs check in with faculty to be sure this is happening.

The chair updated the committee on the department review schedule. The review of Classics has been moved to the spring.

The chair reported that she had contacted Ella Gant suggesting the common final time as a slot for her group review.

The chair reported that Mary Beth Barth is working on the catalog listing for Critical Languages.

The chair raised the issue of whether there is a policy for students who have extended absences. The committee agreed that these absences usually require ad hoc arrangements.

The chair reported that Margie Thickstun observed that the REAL program needs more supervision and that there is a problem with students who commit in the summer to a course that

is tied to their housing and then get to campus and run into conflicts in their schedule. The committee discussed ways the FYE might help with this issue.

CAP met with representatives of small departments including, Carole Bellini-Sharp (Theater), Barbara Gold (Classics), Anne Lacsamana (Women's Studies), and Peter Rabinowitz (Comparative Literature) to discuss their concerns over what they perceived as a new policy toward allocations for small departments. The committee noted that CAP is not implementing a new policy. Dean Reynolds discussed the issues other than curricular needs that he takes into account when deciding allocations.

The meeting adjourned at 5:35 pm.

Respectfully submitted,

Tina Hall