CAP Meeting 9/10/15

Present: Karen Brewer, Chair; Tara McKee; Penny Yee; Steve Orvis; John Eldevik; Cheryl Morgan; Lydia Hammesley, Steve Wu

The meeting began at 4:15

1) Minutes of the September 3 meeting were approved.

2) The committee discussed possible candidates for the CAP subcommittee. The chair will gather more information on leave scheduling and contact some possible candidates and gauge interest and willingness to be considered for the ballot.

3) The committee discussed some concerns regarding the REAL program. One concern is that once a student is enrolled in the REAL program, there may be difficulty in dropping the course, in part due to the complications in housing arrangements. Some faculty members have expressed a concern that residential life concerns may take precedence over academic choices. One suggestion was to have REAL participants mixed in with other 1st year students so that if a REAL participant decided to drop the REAL course, there would be other non-REAL program students also living in the same dormitory and floor. Another suggestion was to look at the timing of the academic advising tour and the student life advising tour so students would better understand the timing of other academic courses before deciding on enrolling in the REAL program. Also noted was interest in discussing at a later date the on-line advising tour, placement exam results, AP results, and student course selection issues.

4) The committee discussed the Psychology Department’s proposal to have PSYCH 198 be offered as a ½ credit course (in addition to the ¼ credit course that is currently offered). The committee talked about other departments (Chemistry, Biology) that already have similar courses with ¼, ½, and full credit courses for research done in a faculty laboratory. Given the precedent of these other courses, the committee did not see a problem with this proposal.

5) The committee discussed the possibility of instituting minimum grade requirements for concentrators (either College-wide or Department specific). The committee did not have a strong objection to this possibility, though there are many different ways for how this requirement would look. One suggestion was to require students to have completed at least one course in the proposed department of concentration with a minimum grade before becoming a concentrator. Committee members felt that the requirements would probably need to be college-wide guidelines, rather than department specific ones. A suggestion was to have the DOF bring up this idea at an upcoming Department Chairs meeting and gauge the response.
6) The committed discussed changing the timing of the allocation cycle. The chair discussed how this would give departments more time to respond to the CAP recommendations and have discussions with the DOF before the Dean makes recommendations to the President. The committee tentatively proposed having October 1 as the deadline for submitting an intent to file and having January 15 as the a deadline for completed proposals. The chair will ask the DOF for feedback on this potential change and also about the deadline for retirement announcements to occur such that those positions would be included in the same year’s allocation pool.

7) The committee discussed proposed revisions to the Departmental Review Guidelines. Some potential changes include language regarding diversity in the curriculum and in hiring; distinguishing between required items and optional items for external review teams to consider; change in language about “types of reviews.” The chair will circulate some proposed language for these revisions.

8) The chair noted that Gordon Hewitt is reading through departmental annual reviews and compiling a list of curricular issues that CAP may wish to consider.

The meeting adjourned at 5:58pm.