CAP Meeting September 17, 2015

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

The meeting began at 4:20 pm

1. The minutes of the September 10 meeting were approved.

2. **CAP Curricular Subcommittee:** The DOF informed the chair that the Academic Council will call the nominees for the CAP Subcommittee and that the Academic Council agreed pretty much with the nominees submitted by the CAP. They want someone from languages and will send the ballot to the CAP.

3. **Math Reallocation Petition:** The DOF also updated the chair on the math reallocation petition. In his meeting with Dick Bedient and Tim Kelly last week, the DOF reiterated some of the CAP bullet points (e.g. no narrative.). The math department felt strongly that they need to submit another document, that the DOF is likely to share with us.

4. **Art Department External Review:** The committee discussed the timing of the Art Department external review, the last one was in 2000-01. The latest review was originally scheduled for 2013-14, but postponed until 2015-16 because of the new building and faculty leaves. The current acting chair has requested to put it off again until 2017-18 because of leaves and current work on tenure/promotion guidelines. The committee feels that this review shouldn’t wait too much longer and considered the schedule of department reviews for 2016-17: Chemistry, Asian Studies, Music, and Theater.

5. **Assistant Dean of Study Away Carolyn North visit:**
   Today’s meeting focused on courses with an off-study component (Iceland, Adirondacks, local schools, summer internships, for example). In general we discussed the issues and how CAP can help.

Carolyn North and Penny Yee have begun working on a document to develop a procedural mechanism for understanding and handling the types of off-campus activities that do not fall under the category of the more conventional study abroad and off campus programs. The Associate Dean of Study Away also proposes to survey faculty members in order to identify the activities (typology). She will continue working with the DOF’s office to do duty of care. Once the survey is completed, she will need a task force. Student affairs and the career development office may sit in but the materials developed will concern academic affairs only. We need to know what steps to take and the College will need to offer training to faculty organizers.
6. **DOUBLE-MAJORS**: The CAP discussed briefly the questions raised last spring on FACURR about the numbers of students with a double major and did not feel that this was a pressing concern.

The meeting adjourned at 6:00 p.m.