CAP Meeting 11/19/15
Present: Karen Brewer (Chair), John Eldevik, Lydia Hamessley, Tara McKee, Cheryl Morgan, Stephen Orvis, Stephen Wu

The meeting began at 4:21pm

1) Minutes of 10/29 were approved

2) The committee discussed a request from Lisa Trivedi to have a pre-departure study abroad course (program in India) count for 1 credit instead of the current designation of 0.5 credit. Karen will clarify and ask Lisa to see if anything about the course has changed and also clarify the number credits awarded at HWS and St Lawrence.

3) The committee discussed a request by Nell Bartkowiak to offer Advanced Arabic through NY6 via synchronous video conferencing. Last year, the CAP tabled the discussion of offering Korean and Portuguese. One issue that was discussed included the awarding of credit: would this be counted as an actual Hamilton course credit or as a transfer credit? Lydia brought up a potential issue of having this count as a transfer course: this could open up possibilities for lots of other courses to be accepted even without having a connection to a current Hamilton faculty member. The committee discussed the possibility of hiring an extra faculty member (possibly an adjunct) to teach this course, though the number of students is small (four). Cheryl expressed some pedagogical concerns about a language course being done through videoconferencing. Lydia suggested a possibility that advanced students could re-enroll in a lower level class with other students and still get additional course credit for taking the course a subsequent time (but possibly having additional and/or more advanced assignments). Other committee members brought up the possibility of taking an advanced course at Colgate. Karen will ask Nell questions about some of these issues and await those answers until making a decision.

4) The committee considered a request by the Chinese Department to offer a dual credit course with BOCES. The committee decided to not allow for the BOCES classes to count for Hamilton credit.

5) The committee discussed the Writing Center External Review. Karen will draft the CAP report.

6) The committee discussed and approved additional revisions to the Departmental External Review guidelines.

7) Tara provided an update from the CAP Curricular planning sub-committee. The sub-committee will be continuing to meet with departments and programs in the upcoming weeks.

The meeting adjourned at 5:55pm