

Committee on Academic Policy (CAP): Meeting Minutes

Tuesday, January 21, 2025, 2:00pm; Taylor Room

Meeting #13 AY 2024-2025

Attendees: J. Dudle (CEAE, CAP Chair and EDC Representative), N. Farny (BBT), D. Heilman (CBC, UOAC representative; via zoom), M. Leatherman (student representative), S. Miles (Registrar), L. Roberts (BBT), S. Wodin-Schwartz (MME), F. Zoutendyk (MME, CAP secretary, C term)

1. The meeting was called to order at 2:03 pm.
2. The minutes from CAP meeting #12 on 12/2/2024 were approved.
3. The Course Reports subcommittee is planning listening sessions with faculty. These will be scheduled for early in C-term.
4. The Course Scheduling subcommittee is on hold while the registrar tests a new scheduling optimizer that will be piloted on select courses in AY 25/26.
5. The academic honesty policy and the process that defines academic honesty is a three-page document. It gives definitions and examples of academic dishonesty and procedures for dealing with academic dishonesty cases. In its current form, the document does not reflect current campus practices and is not adaptive to evolving campus practices. Dean Perlow has requested that CAP review and update this document and remove examples so that the policy can be more fluid and adaptive. CAP will invite Dean Perlow to our next meeting on 1/28.
6. Registrar Miles requested a future discussion on potential changes to the Satisfactory Academic Progress guidelines given in the catalog.
7. Interim Dean Gericke has requested a discussion about logistics pertaining to administering course reports through Qualtrics.
8. CAP's spring agenda will include discussions on:
 - Academic dishonesty and grade appeals (Dean Perlow, 1/28)
 - Logistics regarding course reports in Qualtrics (Interim Dean Gericke, 1/28)
 - Potential modifications to course reports (Course Reports subcommittee)
 - Grading policies and guidelines for incompletes (Registrar Miles)
9. The meeting was adjourned at 2:50 pm

Respectfully submitted,

Fiona Zoutendyk