

Dear colleagues,

The approved minutes for the CAP #15 meeting from March 15, 2018 are attached, and shown below.

**COMMITTEE ON ACADEMIC POLICY,
Minutes of Meeting #15 on March 15, 2018, SL 124**

Present: M. Humi (Chair), M. Chudy, A. Heinricher, D. Olinger, G. Salazar, M. Tao

Guests: S. Miles

- The meeting was called to order at 1:00 pm by Chair Humi.
- The minutes of CAP #14 meeting on February 19, 2018 were approved subjected to minor editing on “Registrar’s Proposal for changing the dates for graduation and deadlines and for completion of degree requirements” to clarify that the “conferral date is the same as the graduation date, which is different than the degree completion date”.

Graduate student teaching

Invited by K. Troy (CGSR chair) and A. Zeng (CAO chair), M. Humi and A. Heinricher will be the representatives of CAP in the task force for this initiative. M. Humi mentioned that he is in favor of this initiative because it is good experience for Ph.D. students, especially those interested in pursuing academic careers but emphasized that there should be close monitoring in place to make sure the learning experience of the undergraduate. M. Humi will prepare a whitepaper on these issues. The committee also discussed other related issues (e.g., who should supervise the teaching graduates; referring to a previous CAP draft on this issue, which was discussed but not approved).

Motion on Category III undergraduate courses by CAO and CAP

Because some of CAP members haven’t reviewed the motion yet. The motion will be discussed at the next meeting.

Feedback on Grade Replacement

The motion on “Grade replacement” of undergraduate courses prepared by M. Chudy were discussed. D. Olinger will help M. Chudy to revise the motion to clarify some languages before CAP approves it. Once it is approved by CAP, it will be brought to the Faculty by CAP.

Registrar’s Proposal for changing the dates for graduation and deadlines and for completion of degree requirements.

The proposal was further discussed, especially on the process of approving student’s graduation works. The committee tried to understand how CAP could help move the proposal forward and will continue to discuss this proposal in the future meetings.

The meeting adjourned at 1:50 pm.

Respectfully submitted,

Mingjiang Tao, D18 CAP Secretary