

**COMMITTEE ON ACADEMIC POLICY,  
Minutes of Meeting #4 on September 22, 2017**

Present: M. Humi (Chair), A. Heinricher, B. Eddy, M. Elmes, D. Olinger, G. Salazar, M. Brooks  
Guests: S. Miles, E. Perlow, K. Wobbe

The meeting was called to order at 11:00 am by Chair Humi.

**CAP Rep to EDC:** CAP appointed Balaji Panchapakesan (ME) to the Educational Development Council for this academic year.

**Mission Credential:** K. Wobbe and E. Perlow summarized a draft proposal for a pilot Mission Credential Program which has been developed from the Major and a Mission strategic pillar. Students in this pilot would pursue an individually defined mission that reflects their interests and passions. They would choose courses, project, co-curricular activities, and mission-oriented research or employment, and document these experiences in an ePortfolio. Students will also complete a culminating personal reflection on their experience. The mission credential does not add any additional academic credits to a student's program.

The students would work closely with a Mission Mentor, a faculty advisor for the credential who can help them draw connections between their experiences and ensure appropriate rigor in the program. A proposed evaluation form for the mission credential will allow the mentor to evaluate and sign-off on the student's work.

Discussion on the draft proposal followed with CAP members expressing overall support for the pilot program. Concern over the impact on faculty resources and time, especially for those serving as mission mentors, was discussed. The question of whether faculty would have the appropriate qualifications for serving as mission mentors was also considered, and a short training course for mission mentors was suggested. K.Wobbe pointed out that mission mentors would be volunteers similar to Insight Advisors. It is expected that an initial pilot program would involve about a dozen students.

Potential academic policy issues associated with a mission credential program were briefly discussed. These include the possible use of a mission credential description on student transcripts, however these descriptions will not be part of the pilot program, as this would require Faculty approval before implementation.

**Online Student Course Reports:** Since CAP's last discussion on this issue some faculty expressed concern whether the Faculty must approve moving to a fully online student course report process. CAP members, working with the faculty parliamentarian, have reviewed a faculty motion approved on December 13, 2012 which gives CAP oversight on this issue, and states that "*Any changes to the course evaluation process, form, or rules will require faculty approval*". M. Humi and A. Heinricher will write-up a draft motion for consideration by CAP.

The meeting was adjourned at 11:55 am by Chair Humi.

Respectfully submitted,

David Olinger, CAP Secretary