

Committee on Academic Policy

Meeting Minutes

6th CAP Meeting of 2018-2019

Monday, October 29, 2018 2PM in SL226

Chair: David Olinger (ME)

In Attendance: George Heineman (CS), Art Heinricher (Dean, Undergraduate Studies), Mayer Humi (MA), David Olinger (ME), Sarah Miles (Registrar), Jill Rulfs (BBT), Guillermo Salazar (CEE)

Student Representative: Chris Tocci (BIO/PW)

1. Minutes from October 12, 2018 were approved.
2. CAP 2017-2018 Annual Report was approved.
3. CAP motion to change grade replacement policy for repeated undergraduate courses. CAP had previously approved this motion. However, D. Olinger proposed a minor amendment on the document and on the slide that will be presented at the next faculty meeting. The motion, when approved, will change catalog's language. CAP approved the amendments. Discussion ensued on how the grades would be posted by the Registrar's office. S. Miles will provide clarification on this.
4. 4/3 Unit MQP for Double Majors Policy. S. Miles reported on data compiled by the Registrar Office related to the number and type of Double Majors completed between 2013 and 2018. All advisors involved in these MQPs are required to sign a form when students register for their MQPs (as juniors). This requirement has not been met in all cases in the past. S. Miles will request to IT that the form will be made available online in PDF format when the students apply for registration. Discussion ensued over the continuity of this process once the newly developed e-Projects system extends its applicability to the project registration process. D. Olinger will invite Bob Brown to attend a CAP meeting to talk about this process.
5. Undergraduate Certificate Programs. The Systems Thinking group seems to be working on the development of this program but not much is known at this time. It was noted that CAP will define the process and CAO will approve these programs.

Next CAP meeting: Monday, November 12 at 2 pm in SL226

Meeting adjourned at 2:50 PM

Submitted by Guillermo Salazar (Secretary B term)