

COMMITTEE ON ACADEMIC POLICY  
Minutes, Meeting #3, 2015-2016  
September 21, 2015

The meeting was called to order at 2:01 p.m.

Attending: Jim Doyle (Chair), Art Heinricher, Luca Capogna, Mike Elmes, Jill Rulfs, Anthony Romeo, Johnny Ross, Joe Beck (acting Secretary)

1. The Committee welcomed a new student representative, Johnny Ross (junior MIS).
2. The Committee discussed a motion to extend the experiment with online course evaluations through the end of B term.
  - a. Pros: Decrease in cost of printing, distributing, and scanning of forms.
  - b. Cons: Found a decrease in response rate: approximately 70% with paper to 59% with online.

This is less of a decrease than occurs elsewhere and is what was expected. But it does suggest a scale up may have a larger drop in participation.

- c. Vote: The Committee unanimously agreed to extend the online course evaluation pilot through B15.

3. Prof. Chrys Demetry inquired if CAP would be interested in undertaking a review of the Student Course Report to explore the extent to which it's supporting the needs of our students and faculty and whether there is good reason to make some modifications. Responsibility for the form is broadly distributed (CAP, CAO, CGSR, and UOAC). The desirability of creating a task force with representatives from those committees (either a member or a designee) and others was discussed. The next step is for CAP Chair Jim Doyle to talk with the chair of CGSR and others to see if the venture has broader support. It was noted that CAO already has the authority to bring to the faculty proposed changes to the form that do not constitute a shift in policy.

4. The Committee discussed issues raised by a faculty member regarding ISPs to decide whether they fit under the mandate of CAP. There is little specification in the Undergraduate Catalog about what constitutes an ISP. The Registrar is currently following a procedure that the Instructor be faculty in the Department offering the course. CAP declined a request to take up resolving a particular case raised by the faculty member, but will consider formulating a policy on what defines an ISP and the limitations thereof.

Respectfully submitted,

Joe Beck (Acting Secretary)