Minutes of the CAP Competencies Committee (CAPCC)
Date: February 25, 2013
Location: LTC Forum

Present:
Dominic Sanfilippo, SGA
Don Pair
Fred Jenkins
Juan Santamarina
Kathryn Kinnucan-Welsch
Leno Pedrotti
Elizabeth Gustafson
Keri Brown-Kirschman
Sawyer Hunley
Joan Plungis
Jarred White, SGA
Jennifer Creech
Riad Alakkad
Becki Lawhorn

Absent:
Jim Dunne
Scott Schneider
John White

Minutes:
- Review of 2/18
- Jim sent email related to minutes – thought we should include something related to HST 498
- Nita will amend and send to committee for review

CIM

- Program proposal piece still pending
- Update/correction to graduate workflow was completed
- Privacy issue will be discussed at Banner Conversion Team meeting
- Awaiting word from vendor related to whether the test version will be updated as the live version is updated

Revision of Procedures 4.8
- An updated version of 4.8 was distributed with the agenda and reviewed
- Leno confirmed that the APC is supportive of this revision
  - First page is what would go
  - Took to APC who were fine with this
  - Updates:
    - Removed third option C)
    - Four year timeframe recommended
  - Motion was made by Leno to adopt this revision, second motion by Dominic. Committee unanimously voted to adopt.

Current competencies procedure
- There is a proposal regarding the competencies procedure currently in place; hope to have in April APC meeting, if ECAS goes forward, need consultation, should go to CAPCC, Provost council, Deans committee (others?) for comment. Minor change in curriculum.
Review Procedures and Process to date

- Committee discussed the reviews to date
  - There is some concern related to the manner of reviewing in the presence of the proposers
  - Proposed adjustment to format
    ▪ First 40-minutes of approval meetings will be reserved for proposal discussion
    ▪ Proposers attend during last 20-minutes when voting occurs
    ▪ Nita to send this change to Dan Fouke, John Inglis and Don Pair via email

Next Meeting: Monday, March 4, 2013, 3:00PM