2013-10-14 Common Academic Program Committee Minutes

University of Dayton. Common Academic Program Committee

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Minutes of the Common Academic Program Committee (CAPC)
Date: October 14, 2013
Location: LTC Forum

Present:
Dominic Sanfilippo  
Don Pair  
Fred Jenkins (ex-officio)  
Jim Dunne  
John White  
Juan Santamarina  
Kathryn Kinnucan-Welsch (ex-officio)  
Keri Brown Kirschman  
Leno Pedrotti  
Riad Alakkad (ex-officio)  
Sawyer Hunley  
Scott Schneider  
Zack Martin

Absent:
Elizabeth Gustafson (ex-officio)  
Jennifer Creech  
Joan Plungis

A. Review of Minutes:
1. 10/7/2013  
a. Motion and second motion made to approve; all voted in favor with one abstention.

B. Procedure 4.6 Revisions
1. Committee reviewed the edited version of CAPC Procedures, section 4.6  
a. It was reported that the document was shared with AAC last week and members thought the process seemed clear and the workflow explicit
2. Motion and second motion were made to approve the document; the document was unanimously approved
3. Committee agreed to begin to use these procedures as part of the CAPC Procedures  
a. The fully revised CAPC Procedures document will be submitted to the APC
4. Discussion occurred regarding the process for approving courses for which no action was taken, with recommendation for edit  
a. For ENG 466, committee members agreed there is need to review the CAPC discussion notes related to the original review and to then review the course at next meeting (10/21)  
i. Proposers will be invited to attend
b. Recommendation was made that the committee establish a timeline for reviewing edits

C. Capstone Discussion
1. Committee discussed the language in the CAP Senate Document surrounding Major Capstone Student Learning Outcomes in an attempt to decipher which Student Learning Outcomes may be considered to be required for all Capstone courses  
a. It was proposed that the Vocation outcome and one or more additional Student Learning Outcomes should be required for Capstones
b. The CAPC Courses Review Guideline for Major Capstones will be revised and reviewed for a vote at the next meeting (10/21).
2. Further discussion is needed as there is not full agreement regarding:  
a. Additional required Student Learning Outcomes
b. What level of discretion should be afforded to units and departments in this regard
c. Whether any determination in this regard may be made at this early stage of CAP implementation

D. Other Discussion:
   1. CAS has some courses pending for submission to CAPC; approximately 15 are pending

E. Next meeting Monday, October 21 at 2 PM
   1. Review ENG 466
   2. Review updated draft of Major Capstone CAPC Course Review Guideline
   3. Review of minutes from 10/14/2013