2013-10-21 Common Academic Program Committee Minutes

University of Dayton. Common Academic Program Committee

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Minutes of the CAP Committee (CAPC)
Date: October 21, 2013
Location: LTC Forum

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

Absent:  
Zack Martin

Guest:  
Jennifer Haan, English Department

A. Review of ENG 466 (revised)
1. Originally, the committee determined that the Integrative component and Community SLO were not explicit enough
2. Changes have been made and reviewed.
3. Vote: Motion made and second motion for approval with no changes. All present were in favor and the course was approved.

B. CIM – Formatting
1. The question was asked as to whether there are text formatting options in CIM, i.e., the option to use boldface type; this is not an option

C. Review of Minutes:
1. The minutes for 10/14/2013 were reviewed.
   a. Discussion:
      i. Minutes were approved with minor edits.

D. Capstone Review Guidelines
1. Edited version of the Major Capstone Review Guideline was discussed wherein Vocation is now identified as required along with one or more additional SLOs.
2. Concern was voiced and a discussion held related to whether this change places too much emphasis on a minimum standard
   a. It was decided that the edited version would stand as the upper section of the review guide is more specific regarding the nature of the course requirements and Vocation plus one or more others most closely meets the language in the senate document
      i. Changes may be made, if deemed appropriate, in the future
3. Motion and second were made to adopt the edited version, with a majority in favor.
   a. Edited version will be uploaded to the Isidore site and the CAP website and shared with departments
E: CAP Procedures
   1. An updated version of the CAPC Procedures was discussed
   2. One minor edit was identified as needed
   3. The committee voted to approve the document with the minor edit and Juan will share it with the APC via Jim Dunne.

Other Discussion:
   1. MUS 205 revisions have been made and course is ready for re-review
      a. Committee decided to review as a group rather than having Sawyer review individually since the decision to require revisions was made prior to adoption of the new 4.6 procedures
      b. The course be reviewed on 10/28/2013

Next meeting Monday, October 28 at 2 PM