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CAP COMMITTEE

Monday, January 23, 2017 | 2:30 p.m.-3:45 p.m.; Kennedy Union 331

Present: Brad Balsler, Lee Dixon, Serdar Durmusoglu, Heidi Gauder, John Goebel, Keigo Hirakawa, Sawyer Hunley, Fred Jenkins (*ex officio*), Terence Lau (*ex officio*), Danielle Poe, Scott Segalewitz (*ex officio*), Bill Trollinger, Shuang-Ye Wu

Excused: Linda Hartley (*ex officio*), John White

Guests: Phyllis Bergiel, Todd Uhlman, Joe Valenzano

I. Course Reviews

1) HST 376: Social & Cultural History of the United States

A. Course Proposal Information:

1. Proposer: Todd Uhlman was present for the committee's discussion. Co-proposer Karen Bartley could not attend.
2. Components: Crossing Boundaries-Inquiry, Advanced Historical Studies
3. Student Learning Outcomes: Scholarship (expanded), Practical Wisdom (expanded), Critical Evaluation of Our Times (expanded)

B. Discussion:

1. The committee noted that HST 376 looks like a terrific course and did not have any specific comments or questions about the proposal.

C. Committee's Actions:

1. Motion: A motion was made and seconded to approve the course proposal as written. There was no further discussion.
2. Vote: 10-0-0 (in favor-against-abstention).

2) CMM 345: Classic American Film

A. Course Proposal Information:

1. Proposer: Jeff Griffin could not be present for the committee's discussion. Department chair Joe Valenzano was present.
2. Component: Crossing Boundaries-Integrative
3. Student Learning Outcome: Diversity (expanded)

B. Discussion:

1. The committee had positive feedback about the proposal overall.
2. A distinguishing characteristic of Integrative courses is that they examine "significant social issues or problems in a multidisciplinary or interdisciplinary framework." A question was raised how it will be ensured that CMM 345 will always address this aspect since the course description mentions that the course can vary topically, "ranging from a broad overview of classic American films to versions examining a particular film genre to versions exploring a theme through the medium of classic film." The department chair indicated that the proposer/instructor is careful about selecting films for the course and was confident that significant social issues would always be integral to the course.

C. Committee's Actions:

1. Motion: A motion was made and seconded to approve the course proposal as written. There was no further discussion.
2. Vote: 10-0-0 (in favor-against-abstention).

3) PHL 371: Philosophy & Human Rights

A. Course Proposal Information:

1. Proposer: Ernesto Velasquez could not be present for the committee's discussion, and neither could department chair Rebecca Whisnant.
2. Components: Advanced Philosophical Studies, Diversity and Social Justice
3. Student Learning Outcomes: Scholarship (expanded), Diversity (advanced)

- B. Discussion:
 - 1. The committee did not have any comments or questions about the proposal.
- C. Committee's Actions:
 - 1. Motion: A motion was made and seconded to approve the course proposal as written. There was no further discussion.
 - 2. Vote: 10-0-0 (for-against-abstention).

II. UD Student Learning Outcomes for Natural Sciences Lab Courses

- A. Discussion: This topic was scheduled so that the committee could document that CAP Natural Sciences labs can have fewer than the three Student Learning Outcomes (SLOs) required for Natural Science lecture courses: 1) Scholarship, 2) Practical Wisdom, and 3) Critical Evaluation of Our Times. Precedent has already been set with this understanding. Examples include the following:
 - 1. GEO 109L: Earth, Environment, and Society Lab: approved with one SLO: Scholarship
 - 2. GEO 115L: Physical Geology Laboratory: approved with two SLOs: Scholarship and Critical Evaluation of Our Times
 - 3. GEO 208L: Environmental Geology Laboratory: approved with two SLOs: Scholarship and Practical Wisdom
 - 4. PHY 201L: College Physics Laboratory: approved with two SLOs: Scholarship and Practical Wisdom
 - 5. PHL 210L: General Physics Laboratory: approved with two SLOs: Scholarship and Practical Wisdom
 - 6. SCI 210L: The Dynamic Earth Laboratory: approved with two SLOs: Scholarship and Critical Evaluation of Our Times

III. Course Inventory Management (CIM) System: Course Proposal Form Update

- A. Discussion: The new course proposal form was launched in late December. This meeting was the first time the committee reviewed proposals in the new format. The committee didn't have any significant concerns, but had a few comments.
 - 1. There are some challenges with readability when reviewing proposals in CIM (e.g., scrolling through a frame within a frame). It was suggested to read proposals in PDF format through the CAPC's Isidore site.
 - 2. The committee was reminded that some proposals will have duplicate text (i.e., "original text" and the same text in the new format) during the transition. The original text sections will be removed when courses complete workflow.
 - 3. Under the previous format, the UD Student Learning Outcomes only appeared for CAP courses. The SLOs appear for all courses in the new format. In the Student Learning Outcomes/Correlated Course Learning Outcomes section, N/A or the appropriate SLOs and developmental levels can be selected for the first two columns. However, N/A is not an option in the third column (Course Learning Objectives that apply to this UD SLO) and a response is required. Some proposers are entering a period or "see syllabus" as the response. The committee suggested that a "help bubble" be added for the third column. It was also noted that these SLO-related columns need to be provided because some areas identify SLO information beyond CAP courses. For example, the College of Arts and Sciences requires SLOs to be identified for non-CAP courses, though it does not require details how the SLOs will be achieved.

IV. Announcements

- A. Reminder: Joint Breakfast Discussion for the CAPC and Assessment Academy Team: Thursday, February 16 from 7:45-9:00 a.m. in KU 211. In addition to discussing the following list, as previously communicated, the session will also provide an opportunity for collaboration between the two groups and to clarify the direction in which the University is moving with assessment. The Assessment Academy has been involved with trying to align CAP assessment requirements with HLC needs.
 - 1. Priorities for the four-year review process for CAP courses
 - 2. The degree of flexibility as we move into this new phase
 - 3. How to handle issues that may crop up during the transition period
- B. 2nd Annual Assessment Speaker, Dr. Karen Tarnoff, Associate Dean for Assurance of Learning, Assessment, and International Programs for the College of Business Technology at East Tennessee State University: February 23-24, 2017.
 - 1. The speaker is sponsored by the University Assessment Committee (UAC) and the Office of the Provost.
 - 2. CAPC members, along with members of the UAC and Assessment Academy Team, have been invited to attend a small group session with Dr. Tarnoff on Friday, February 24: 8:15-9:45 a.m. in KU 310: How Mature is Your Assurance of Learning System? Description: This session is best suited to those who are developing and implementing the system. Participants will learn about the hallmarks of mature systems and evaluate the maturity of their own system in order to identify needed areas for improvement.
 - 3. Committee members were also notified about two sessions that will be open to the campus community.
- C. CAP Conversations (CAP 101): Two sessions have been scheduled this semester for casual conversation – as a means to promote greater awareness and understanding about the Common Academic Program. An invitation was sent to all faculty. CAPC members were asked to encourage colleagues, particularly new faculty, to attend.
 - 1. Thursday, February 2: 2:00-3:00 p.m. in the LTC Forum (room 044)
 - 2. Monday, March 13: 10:00-11:00 a.m. in the LTC Meeting Space (room 028)
- D. Upcoming Meetings:
 - 1. January 30, February 6, and February 13: There won't be any course reviews. The committee will be notified prior to each date whether or not the committee will meet.
 - 2. February 20: The committee will review CAP course proposals that are approved by the College's Academic Affairs Committee on January 27.

The meeting adjourned at 2:55 p.m.
Respectfully submitted by Judy Owen