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University of Dayton. Common Academic Program Committee, "2017-12-12 Common Academic Program Committee Minutes" (2017). *Common Academic Program Committee Minutes*. 140.
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CAP COMMITTEE

Tuesday, December 12, 2017 | 11:00 a.m.-12:15 p.m.; Kennedy Union 331

Present: Lee Dixon, Chuck Edmonson, Heidi Gauder, Fred Jenkins (*ex officio*), Linda Hartley (*ex officio*), Michelle Pautz, Danielle Poe, Scott Segalewitz (*ex officio*), Randy Sparks (*ex officio*), Bill Trollinger, Diandra Walker, John White, Shuang-Ye Wu

Excused: Brad Balser, Serdar Durmusoglu, Peter Hansen

Guests: Mary Lou Andrews, Connie Bowman

- I. Course Review:** The chair noted that the committee may ask for documentation in the CIM proposal if clarification is needed concerning how the course will be delivered. The request for documentation will be for the sake of posterity.

1) EDT 439: EAS Capstone

A. Course Proposal Information:

1. Proposers: Mary Lou Andrews and Connie Bowman were present.
2. Component: Major Capstone
3. Institutional Learning Goals (as listed in the proposal): Scholarship (advanced), Community (introduced), Vocation (advanced)

B. Discussion:

1. This capstone was designed for students with sufficient credits for a Bachelor of Science in Education degree, but decided not to teach. It will be taken as an independent study. Students in the EAS major may go on to master's programs or pursue professions that don't require a teaching degree such as child advocates or speech therapists.
2. The General Studies capstone proposal (College of Arts and Sciences) was used as a model, though Community was changed from advanced to introduced in EDT 439.
3. A question was raised if any prerequisites should be included for a capstone course. It was noted that students will have taken courses throughout the education curriculum; however, the department did not include prerequisites due to issues of mechanics to implement them. The course description includes the following statement in place of prerequisites: "This course is for Senior students only." It was noted that senior status could be programmed as a prerequisite.
4. The committee discussed the following revisions:
 - a. Clarification in the course learning objectives and method of evaluation/attainment of CLO. The CLOs should reflect a set of skills that students are to develop in this project-based capstone. In addition, as a capstone, the course should reflect integration of learning from previous courses.
 - b. Clarification in mapping the CLOs to the Institutional Learning Goals (ILGs).
 - c. Community will be removed as one of the ILGs for the course.

C. Committee's Actions:

1. The committee did not take any action and tabled the proposal so that revisions can be made before the committee votes on it. The proposers will provide revisions to the CAP Office to insert into CIM. The review will be rescheduled in January after the requested revisions have been made.

II. Announcements:

- A. It is likely that the committee will not have any new course proposals to review until late February.
- B. Early in the semester, the committee will need to have some conversations to prepare for the 4-Year Reviews. Reports are due February 1.
- C. Some updates were provided concerning this year's 4-Year Review courses:
 - 1. The number of courses in this year's cycle has been reduced from 34 to 32. One deferral was requested and granted because it hasn't been offered yet since receiving CAP designation. Another course will be deactivated at the end of the year; the faculty member who developed it will be retiring and the department doesn't anticipate anyone else teaching it.
 - 2. A reminder of subcommittee assignments was provided (listed below). Each subcommittee will have 8 reports to review. The distribution will be provided at the beginning of the spring semester.
 - a. Heidi Gauder (chair), Peter Hansen, Danielle Poe, Scott Segalewitz
 - b. Bill Trollinger (chair), Serdar Durmusoglu, Linda Hartley, Fred Jenkins
 - c. John White (chair), Lee Dixon, Randy Sparks, Diandra Walker
 - d. Shuang-Ye Wu (chair), Brad Balser, Chuck Edmonson, Michelle Pautz
 - 3. The CAP Office is organizing another 4-Year Review workshop on March 7 so departments in next year's cycle can get an early start.
- D. The CAP Office is organizing a series of "CAP with Friends" workshops next semester to provide semi-structured and unstructured opportunities for faculty to work on course design/redesign. The schedule will be distributed to the committee. It was suggested to add an opportunity during the intersession for faculty in this year's 4-Year Review cycle to work on their reports.
- E. Inaugural Forum on Learning and Teaching: It will take place on Monday, January 8. Over 50 panels/conversations/presentations are scheduled. Committee members were encouraged to attend.

The meeting adjourned at 11:40 a.m.
Respectfully submitted by Judy Owen