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CAP Committee

Friday, December 14, 2018

11:15 a.m.-12:05 p.m. | Learning Teaching Center – Team Space (020)

Present: Brad Balsler, Jim Dunne, Heidi Gauder, Fred Jenkins (*ex officio*), Allen McGrew, Michelle Pautz, Danielle Poe, Scott Segalewitz (*ex officio*), Randy Sparks (*ex officio*), Bill Trollinger

Excused: Chuck Edmonson, Linda Hartley (*ex officio*), Brad Hoefflin, Diandra Walker, David Watkins, John White

Guests: Lee Dixon, Greg Elvers, John Heitmann, Judith Huacuja, Martha Hurley, Justin Keen, Rebecca Potter, Tim Reissman

- I. **Course Reviews:** 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) **MEE 205: Mechatronics**
- A. Course Proposal Information:
1. Proposer: Tim Reissman was present.
 2. Component: Crossing Boundaries-Integrative
 3. Institutional Learning Goals: Scholarship (introduced), Community (expanded), Practical Wisdom (expanded), Critical Evaluation of Our Times (expanded)
- B. Discussion:
1. The committee's discussion with the proposer focused on clarifying how the course will integrate other disciplines, since it has been proposed for the Crossing Boundaries-Integrative component. The following minor revisions were discussed as a result.
 - a. Specific disciplines will be added under the description of how the course will satisfy the Integrative component: mathematics, physics, robotics, industrial automation, and electrical engineering.
 - b. The method of evaluation/attainment for Course Learning Objective 3 (end of semester report following the class competition) will be modified to reflect integration of other disciplines.
 - c. For the CLO mapping for the Institutional Learning Goal of Community, an assessment will be added related to conducting effective teams and peer evaluation. During the committee's discussion with the proposer, it was emphasized that the Community ILG is intended to address more than just the experience of working in teams. The proposer clarified how students will learn from each other in the groups and open lab hours and that the intent is to help each other perform at a higher level in the robotics competition at the end of the class.
 2. A question was raised about how CLO 4 will be addressed: "After the completion of the course, students will be able to identify and reflect on the social changes that may arise from the proliferation of mechatronic technology." The proposer mentioned that students will have readings that address these issues and will have in-class discussions and mini-essay reflections.
- C. Committee's Actions:
1. Motion: A motion was made and seconded to approve the course proposal pending the minor revisions noted above. There was no further discussion.
 2. Vote: 7-0-0 (in favor-against-abstention). The CAP Office will work with the proposer to determine the specific wording for the revisions and will insert them in CIM on the proposer's behalf.

2) PSY 478: Honors Thesis Project

- A. Course Proposal Information:
 - 1. Proposer: Greg Elvers was present, as well as department chair Lee Dixon.
 - 2. Component: Major Capstone
 - 3. Institutional Learning Goals: Scholarship (advanced), Vocation (advanced)
- B. Discussion:
 - 1. The committee did not have any questions or comments 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: 7-0-0 (in favor-against-abstention).

3) VAH 382: History of Photography I

- A. Course Proposal Information:
 - 1. Proposer: Glenna Jennings could not attend. Department chair Judith Huacuja was present.
 - 2. Components: Advanced Historical Studies, Diversity and Social Justice
 - 3. Institutional Learning Goals: Scholarship (expanded), Diversity (expanded), Critical Evaluation of Our Times (expanded)
- B. Discussion:
 - 1. A question was raised concerning how the Catholic intellectual tradition (CIT) will be addressed in the course, since distinguishing features of Advanced Studies courses are to further students' "understanding of the resources that the Catholic intellectual tradition offers" and help students "draw upon the resources of the Catholic intellectual tradition." While there is a reference to CIT under the description of how the course will satisfy the Advanced Historical Studies component, it is not reflected in the CLOs or course topics.
 - 2. In response, it was agreed that CLO 4 will be revised to include reference to drawing upon the resources of the CIT in order to be more explicit about how the course will address the CIT.
 - 3. The proposal did not provide a response to the question whether the University Libraries have appropriate resources to support the course. Following the meeting, the proposer confirmed by email that resources are sufficient.
 - 4. The response to the question whether the course may be taken multiple times for additional credit will be changed to "No."
- C. Committee's Actions:
 - 1. Motion: A motion was made and seconded to approve the course proposal pending the minor revisions noted above. There was no further discussion.
 - 2. Vote: 7-0-0 (in favor-against-abstention). The CAP Office will insert the revisions in CIM on the proposer's behalf.

4) VAR 333/SEE 303: Constructions of Place (cross-listed)

- A. Course Proposal Information:
 - 1. Proposers: Glenna Jennings could not attend. Rebecca Potter and Judith Huacuja were present.
 - 2. Component: Arts
 - 3. Institutional Learning Goals: Scholarship (expanded), Community (expanded)
- B. Discussion:
 - 1. An overview of previous discussions about cross-listing these courses was provided. The cross-listing is being jointly proposed by Art and Design and Sustainability Studies. Traditionally, CAP Arts courses have come from the Departments of Art and Design, English, and Music and the Theatre, Dance and Performance Technology Program. The CAP Office recently convened a meeting with the Arts chairs and program director, CAS Associate Dean for Curriculum and Academic Outcomes, and CAPC Chair to discuss whether a course from a non-Arts

department/program could be put forward for the Arts component. The College's Academic Affairs Committee had requested this consultation as part of their recommendation to CAPC. As a result of the consultation, the group did not raise any objections.

2. It was noted that another issue had been raised during the consultation: transcribing cross-listed courses. Currently, only one course is listed on a student's transcript. Ideally, both courses should appear to reflect the integrative experience. A technical solution is available; however, it was noted that any transcript revisions must go through the Academic Senate process. The committee agreed to discuss this issue further next semester in order to prepare a recommendation to the Academic Policies Committee.
 3. The same question about the Community ILG raised during the review of MEE 205 was also raised for the cross-listed courses. The chair of Art and Design clarified that the community aspect primarily focuses on working with community partners and students receive quite a bit of instruction. Working with community partners is explicitly addressed in CLO 3 and the method of evaluation/attainment states the following: "Various methods of student group critiques, in-class strategy sessions, self-evaluation based on guided rubrics and written reflections included with course journal. Community partners may provide input during the assessment process."
 4. The committee discussed a minor revision for the cross-listing. The proposals currently indicate that SEE 303 was designated as a Crossing Boundaries-Integrative course when it was developed for the SEE minor several years ago and "first ushered through CAP." It will be clarified that SEE 303 was only daylighted as an Integrative course and did not previously go through the CAP approval process.
- C. Committee's Actions:
1. Motion: A motion was made and seconded to approve the course proposal pending the minor revision noted above. There was no further discussion.
 2. Vote: 7-0-0 (in favor-against-abstention). The CAP Office will make the updates in CIM on behalf of the proposers.

5) HST 344: The Automobile and American Life

- A. Course Proposal Information:
1. Proposer: John Heitmann was present.
 2. Components: Crossing Boundaries-Inquiry, Advanced Historical Studies
 3. Institutional Learning Goals: Scholarship (advanced), Critical Evaluation of Our Times (expanded), Vocation (introduced)
- B. Discussion:
1. A distinguishing feature for Crossing Boundaries-Inquiry courses is to include a "reflective and comparative component in which a student examines methods in his or her major field with those in the field of the Inquiry course." While there is a reference to this aspect under the description of how the course will satisfy the Inquiry component, it is not reflected in the CLOs or course topics.
 2. In response, it was agreed that the final sentence under the component description ("Taking advantage of the broad base of students in the class, students are encouraged to make a comparison between historical methods and the mode of inquiry in their own field of study—for example, the social sciences, business, finance and economic analyses."), in reference to the major term paper project, will be added to the method of evaluation/attainment for CLO 1.
- C. Committee's Actions:
1. Motion: A motion was made and seconded to approve the course proposal pending the minor revision noted above. There was no further discussion.
 2. Vote: 7-0-0 (in favor-against-abstention). The CAP Office will insert the revision in CIM on the proposer's behalf.

6) CJS 316: Criminal Justice Ethics

A. Course Proposal Information:

1. Proposer: Martha Hurley was present.
2. Components: Crossing Boundaries-Practical Ethical Action, Advanced Philosophical Studies, Diversity and Social Justice
3. Institutional Learning Goals: Diversity (advanced), Practical Wisdom (advanced), Vocation (advanced)

B. Discussion:

1. The committee had positive feedback about the course overall, including that it fits well with all three of the selected components.
2. It was commented that the course would be popular if it could be offered online in the summer.
3. It was noted that the Department of Philosophy was consulted and provided a letter of support, along with several other departments and programs.
4. The proposal did not provide a response to the question whether the University Libraries have appropriate resources to support the course. The proposer confirmed that resources are sufficient. The CAP Office will insert the response in CIM on behalf of the proposer.

C. Committee's Actions:

1. Motion: A motion was made and seconded to approve the course proposal pending the minor revision noted above. There was no further discussion.
2. Vote: 7-0-0 (in favor-against-abstention).

II. Announcements: The following information was shared with the committee via email following the meeting.

- A. 4-Year Review work sessions: The CAP Office has organized two sessions on Wednesday, January 9 (9:30-11:00 a.m. and 1:00-2:30 p.m., both in the LTC's Meeting Space) to assist faculty before reports for the 2018-19 review cycle are due on Monday, January 28.
- B. First meeting of the spring semester: The committee's first meeting will be Friday, January 25 (11:15 a.m.-12:05 p.m. in KU 310). There won't be any course reviews on the agenda. The committee will review any final preparation for the 4-Year Review process before the subcommittees begin their work.
- C. 4-Year Review Reports: Reports will be posted to the CAPC's Isidore site as they come in.

The meeting adjourned at 12:05 p.m.

Respectfully submitted by Judy Owen, CAP Office