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2020-10-05 Common Academic Program Committee Minutes

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CAP Committee
Monday, October 5, 2020
2:30-3:20 p.m. via Zoom

Present: James Brill, Anne Crecelius, Jon Fulkerson, Heidi Gauder, Fred Jenkins (*ex officio*), Andrea Koziol, Sabrina Neeley (*ex officio*), Maria Newland, Michelle Pautz, Danielle Poe, Tim Reissman, Scott Segalewitz (*ex officio*), Randy Sparks (*ex officio*), Bill Trollinger, David Watkins
Guests: Jana Bennett, Janelle Brand, Youssef Farhat, Meghan Henning, Kelly Johnson

I. Course Review

1) REL 261: Faith Traditions: Human Rights

- A. Course Proposal Information:
 - 1. Proposer: Kelly Johnson was present, as well as Jana Bennett, Janelle Brand, and Meghan Henning.
 - 2. Components: The course was previously CAP approved for Crossing Boundaries-Faith Traditions and Diversity and Social Justice. It has been revised to add Advanced Religious Studies.
 - 3. Institutional Learning Goals: Faith Traditions (expanded), Diversity (expanded), Vocation (expanded)
- B. Discussion:
 - 1. A question was raised about the course being at the 200-level and proposed for an advanced CAP component. It was noted that UD's course numbering system doesn't necessarily track with level of difficulty. Also, some departments have a challenge with running out of available course numbers.
 - 2. The proposer explained that the Department of Religious Studies originally planned to keep Crossing Boundaries-Faith Traditions and Advanced Religious Studies separate with its CAP courses. It hasn't worked out practically for students and the department is making revisions because of that consideration.
- 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: 11-0-0 (in favor-against-abstention).

II. 4-Year Review Appeals

- A. Overview: A handful of courses that received 2-year renewals requested an opportunity to appeal the committee's decisions. The CAP Office had varying levels of conversation with departments over the summer about the following courses. The committee expressed some reluctance to consider appeals and agreed that further discussion would be needed to develop a clear policy whether or not to allow appeals. After the first year of the review process in 2015-16, the committee hasn't invited faculty to discuss 4-Year Review reports individually during the spring semester due to the number of courses going through the review process. In addition, through surveys from the CAP Office, departments expressed preference not to attend CAPC meetings for 4-Year Review. Subcommittees have been asked to flag issues as early as possible to be able to request departments to revise and resubmit reports before the committee's decision. That became a challenge last spring, however, due to the number of courses up for review and the sudden transition to remote learning in mid-March because of the pandemic.
 - 1. REL 103: Introduction to Religious and Theological Studies
 - a. Discussion: In conversation with the department over the summer, it was determined that some materials weren't submitted with the 4-Year Review report to reflect the assessment that has

been done. The department completed additional work over the summer in response to the concerns the committee had conveyed about the course. The work included revising the CLOs, assessment plan, and rubric.

- b. Committee's actions: A motion was made and seconded to approve the appeal and renew the course for four years. It was approved by a vote of 11-0-0 (in favor-against-abstention).
 2. GNS 480: Senior Capstone
 - a. Discussion: Danielle Poe offered to withdraw the appeal and let the 2-year renewal decision stand. The course is run from the Dean's Office and she has served as the representative for GNS 480 during the 4-Year Review. The committee thought that the issues that led to 2-year renewal have been addressed sufficiently.
 - b. Committee's actions: A motion was made and seconded to approve the appeal and renew the course for four years. It was approved by a vote of 10-0-1 (in favor-against-abstention).
 3. PHL 350: Classical Greek Philosophy
 - a. Discussion and committee's actions: After a brief discussion, a motion was made initially to maintain the 2-year reapproval. The motion was subsequently withdrawn and the appeal was tabled. The proposer will be invited to the next meeting to discuss the appeal with the committee.
 4. HST 304: Ancient History & Modern Ideology
 - a. Discussion: The course assessment plan was revised to address the committee's feedback from last spring. The committee thought that the issues with the plan have been addressed sufficiently.
 - b. Committee's actions: A motion was made and seconded to approve the appeal and renew the course for four years. It was approved by a vote of 10-0-1 (in favor-against-abstention).
 5. HST 328: Tolstoy's Russia: The committee did not review the appeal due to time constraints. It will be added to the next agenda.
 6. HST 363: The Wealth of Nations: A History of Economic Thought: The committee did not review the appeal due to time constraints. It will be added to the next agenda.
 7. HST 368: The Soviet Experiment: From Lenin to Putin: The committee did not review the appeal due to time constraints. It will be added to the next agenda.
- B. Further Discussion and Next Steps: As discussed earlier, the committee is reluctant to continue considering appeals for 4-Year Review decisions. The general sense of the committee is that an appeal would be appropriate to consider only in cases where the committee decides not to renew a course's CAP designation. With 2-year renewals, the committee identifies issues that warrant a check-in after two years and provides specific feedback about addressing those issues. The committee will have further discussion about updating the CAPC's procedures document as well as language in the decision letters.

III. Plans for Upcoming Meetings

- A. October 12: The committee will meet to continue reviewing the 4-Year Review appeals.
- B. October 19 and 26: A decision has not been made yet whether or not the committee will need to meet on these dates.

The meeting adjourned at 3:15 p.m.

Respectfully submitted by Judy Owen, CAP Office