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## Academic Policies Committee Minutes of the Academic Senate 2017-09-01

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# ACADEMIC POLICIES COMMITTEE

ACADEMIC SENATE  
UNIVERSITY OF DAYTON  
2017-2018

## MEETING MINUTES

**Approved: 9/8/2017**

FRIDAY, SEPTEMBER 1, 2017  
11:00AM-12:00 AM SM113A

Chair: **Anne Crecelius**

Members: **Lee Dixon, Jim Dunne, Jason Pierce**, Joe Valenzano, **Bill Trollinger, Shuang-ye Wu, Philip Appiah-Kubi**, John Mittelstaedt, **Deb Bickford**

Guests: **Michelle Pautz** - Assistant Provost, CAP

**Bold were present.**

- 1) Committee made introductions and welcomed guest, Assistant Provost for CAP, Michelle Pautz.
- 2) Update from Common Academic Program Committee
  - a) M. Pautz provided the committee with an update of the 4 YR review process for CAP courses that the CAP-C committee developed over the summer. The first set of CAP courses was reviewed in AY16-17 and based on feedback from CAP-C and involved faculty, modifications to the process were recommended.
  - b) A. Crecelius reports that consultation with ECAS and CAP-C confirm that the changes proposed are procedural in nature and remain in line with the approved CAP-C document reviewed by APC during AY16-17.
  - c) Discussion of proposed review materials was had and resulted in the following recommendations to CAP-C:
    - i) Additional focus should be given to reviewing how courses meet the particular CAP component, in addition to institutional learning goals (ILGs). Minor word changes could be made to facilitate this.
    - ii) The format of the review document should be reworked to emphasize what of the requested feedback is narrative in nature versus could be a checkbox.
    - iii) Continued attention be given to ensure that the materials attempt to strike a balance between providing valuable information for review while not overwhelming faculty completing the process nor the CAP-C committee.
- 3) Review of Upcoming Work and Procedures (A. Crecelius)
  - a) L. Dixon will serve as the primary contact with ECAS
  - b) A. Crecelius solicited a representative of APC for Information Literacy Taskforce.
  - c) Carry-over items and current charges from ECAS were reviewed.

Next Meeting: Friday, September 8th, 11am-12pm; SM 113

Amendment added 9/5/17: Bill Trollinger has agreed to serve as representative to Information Literacy Taskforce

Submitted by: A. Crecelius