CAP Minutes for meeting, March 11, 2015

Present: A. Bonnano, K. Clark, J. Day, C. Dowling, M. Huguet-Jerez, J. Johnson, M. Marino, J. Morrison, D. Morales, J. Palmgren, B. Rifkin, S. Monseau, A. Peel, K. Pecor, A. Chong

[1] S. Monseau proposed and M. Huguet-Jerez seconded a motion to approve the minutes from February. The motion was approved unanimously.

[2] The Committee discussed the proposed revised Academic Integrity Policy and J. Palmgren’s written comments on the document. J. Palmgren explained that her main concerns with the revised policy related to the role of the faculty member in the process, the identity of the person who would register an incomplete grade in the event that this was necessary, how the complaint should be communicated to the student. W. Heisler also raised the questions of whether or not a student should be part of the All-College Academic Integrity Board (ACAIB). There was some discussion of these issues and what needed to be covered in the policy and what would be part of a procedural manual. It was agreed that K. Pecor would amend the policy to include that communication of a suspected violation would come from the faculty member, that the Academic Integrity Officer would arrange for an incomplete grade to be entered by Records & Registration where necessary and that there would be a student member of the ACAIB. K. Pecor would recirculate the policy with the changes very shortly.

[3] A. Bonnano provided student feedback on the Incomplete Grade Option. Students generally liked the idea but wanted to know what the default grade would be. There was some discussion of how the purpose of the option would be to avoid an incomplete defaulting to an automatic F. It was agreed that it would be important that the decision about a particular grade be communicated to both faculty member and student concerned. M. Marino said that he would write up a recommendation on the option to serve as a basis for further discussion of the issues.

[4] The Ungraded Option was discussed. The main question was whether the student had to have a passing grade or higher in the course to use the ungraded option. M. Marino agreed to look at the emails sent to him by B. Strassman before this is discussed at the next meeting.

[5] W. Heisler agreed to work on the Certificate Programs Approval using the Minors Approval Process as a template and report back at the next meeting.

[6] Meeting adjourned 2.50 pm.