CAP

Minutes for November 28, 2012

Present:

C. Fisher, L. Grega, R. Kamber, M. Marino, J. McCarthy, M. Pulimood, K. Picardo, B. Rifkin, S. Shestakow, B. Strassman, A. Vachon, P. Van Hise

Excused:

W. Heisler, S. J. Laughton, O'Brien

Ex Officio Representative From Records & Registration:

 David Morales

Minutes for November 14, 2012 were approved as amended.

Report on the Testimony from the Open Forum on the Class Attendance and Absence Preliminary Recommendation

* There should be a link on the College homepage which would enable a student or his/her representative to report an emergency extended leave.
* A student or his/her representative needs to be advised that reporting a leave is only the first step. Faculty must also be contacted at some point. It is particularly important that a student's representative be made aware of this.

CAP agreed that a link on the College's homepage is not advisable. Students and their representatives should be able to reach out to anyone on faculty or staff. That person should then contact Records and Registration. CAP recognizes that faculty and staff need to be made aware of the steps in the process for helping students who are in a difficult situation. The sub-committee will rework the recommendation to include information on what a student should do when able to return to campus. The Dean of Students, Magda Manetas, will be asked to review the next draft of the recommendation.

Update on the Nomenclature Change to Integrative STEM Education or i-STEM Education

Chris distributed a second version of the Preliminary Recommendation. This recommendation was unanimously approved as amended. Because approval of this name change is time sensitive, the committee unanimously agreed to gather testimony on the recommendation through a Qualtrics Survey to be available within the next couple of days. That survey will close on November 30th. Results of the survey will be reviewed by several members of CAP. If no significant changes are recommended by the campus community then a final recommendation will be forwarded to Steering with any minor changes that might be necessary.

Reports from Sub-Committees

1. Undergraduate Certificate Programs

The group distributed their current working document. As they have not yet heard back from CSCC no further discussion or action was taken.

1. Off-Campus Faculty Led Programs (OCFLP)

The sub-committee is still concerned about pilot courses, assessment of courses and J term classes. They hope to have a recommendation for CAP to consider at the next meeting.

1. Bundled Charges

The sub-committee has requested more specific data from Records and Registration to better inform its work on course withdrawal.

New Business

A statement by Robert Anderson on behalf of LLPC was distributed for discussion. LLPC recommends that the domain requirements from the FSPs be removed and that the number of courses required in Option C be reduced by one. Due to a lack of time, only a short discussion of the issue was possible.

The meeting adjourned at 2:55.

Respectfully submitted,

Barbara Strassman