

**Committee on Academic Policy and Planning
September 1, 2008**

The meeting convened at 4:20 p.m. in the conference room of Roy O. West library

Members Present: Eleese Dorsey, Jon Ferguson, Rebecca Schindler, Will Spice, Kevin Kinney, Rebecca Upton (chair), Susan Anthony, Kerry Pannell, Bruce Sanders, and Neal Abraham, VPAA

Chair Rebecca Upton called the meeting to order and distributed the minutes of the last meeting, which were approved.

Rebecca Upton then presented potential agenda items for CAPP to consider this year. Several of these issues were suggested from last year's committee and several were suggested by RAS.

*RAS requested that CAPP review program proposals from Interdisciplinary programs and perhaps offer more specific suggestions for crafting these proposals. In addition, such a review may examine differences between existing interdisciplinary programs consider how best to meet their personnel needs. The VPAA noted that a report is due out soon on our interdisciplinary programs at DePauw. The committee determined to view the report before proceeding.

*RAS also has requested that CAPP provide an overview of the University's curriculum and consider intellectual life of DePauw, the theme of the Faculty Institute discussions this year. Such an overview may include revisiting the General Education requirements, an issue that again surfaced at the Faculty Institute.

*Upon receipt of nominations from Divisions 3 and 4, CAPP appointed two faculty members to serve three year terms on the First Year Seminar subcommittee: Pascal Lafontant (Division 3) and Matthew Oware (Division 4).

*CAPP voted to entertain a proposal from the School of Music to conduct a search to fill a tenure track position in Voice. CAPP determined that the circumstances warranted special consideration (outside of the normal schedule for the review of proposals) in that the vacancy was created by the death of Dr. Stanley Irwin, there are special needs in the professional school of music to have stability in the faculty members teaching performance majors, and there is still time to conduct an effective search if the proposal is approved. CAPP will request that RAS re convene to consider the proposal and make a recommendation to CAPP.

*Rebecca Upton will contact Sarah Ryan of the Hartman House to determine the status of the steering committee and whether there is a need for CAPP to elect a representative to the committee.

The meeting was adjourned at 5:45 p.m.

**Committee on Academic and Policy Planning
September 15, 2008**

Meeting was called to order: 4:15pm, Roy O. West Conference Room

Present: Rebecca Upton (Chair), Kerry Pannell, Bruce Sanders, Neal Abraham, Kevin Kinney (recording minutes), Will Spice, Jon Ferguson, Eleese Dorsey, Rebecca Schindler, Susan Anthony

Minutes for September 1, 2008 meeting were approved with minimal modifications.

Announcements

FYS committee update-Following the selection of Oware and Lafontant to serve on the FYS subcommittee, some members of the current committee have reported being overwhelmed with their self-study. They feel they may need some additional members for the duration of the self study process.

Suggestion- the committee may bring in for assistance or consult with previous members without formal appointment. There may need to be some mechanism for formal recognition of such service. Members of the FYSSC are involved in training of student mentors, which occurs in the summer- the committee should be finalized in the Spring to allow for this.

S. Wilson will Chair the subcommittee this fall, through completion of the self study. After some discussion, CAPP decided that it needs to re-review the questions originally sent to the FYSSC, which resulted in the desire for a self-study. CAPP should meet with the FYSSC Chair to review these and any other questions that may arise. We need to keep in mind both student outcomes and faculty outcomes. We should also consider how the FYS fits into the general curriculum.

Hartman Center update-No update- nothing back from Sarah Ryan.

A RAS proposal from the School of Music is in the works. this is the proposal for a position in Voice, in light of Stan Irwin's death last Spring. Members of last year's RAS will review the proposal in early October. The RAS report on the proposal should come to CAPP before fall break.

Old Business

General Education Requirements - Only a preliminary discussion. This was related to idea of admissions committee (below) New Business

CAPP subcommittees and responsibilities. Some discussion, particularly wit

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with regards to evaluating Winter Term. Everything should be on the table when evaluating Winter Term. One possibility for evaluating Winter Term would be to form a Winter Term task force. The composition of such a task force would have to be carefully considered so as to guarantee that a diversity of Winter Term experience is represented.

New Business

MAO has approved a change in the Education Studies major of 8 courses from within the department and 2 courses from outside the department to all 10 courses required for the major coming from within the department. Small changes in majors are under the purview of MAO; large changes in majors are under the purview of CAPP. MAO forwarded the proposal to CAPP and requested that we confirm that this is a small change in the major and thus under MAO's purview. CAPP agreed that the change is small and under MAO's purview.

The university has joined with other institutions in a three year study to look at interdisciplinarity. In DePauw's case we will especially look at interdisciplinarity with regards to developing the Environmental Studies major. Carol Steele is trying to put together a committee of five people to work on the study. She has requested that a member of CAPP be on this committee. Kevin Kinney agreed to join the committee.

Old Business

There was a brief discussion with regards to interdisciplinary studies proposals to RAS. Rebecca Upton attended the Women's Studies steering committee meeting and will meet with Susan Hahn and Leslie James to assure them that proposals to RAS from interdisciplinary studies programs would not be at an inherent disadvantage when compared to proposals from departments. It was agreed that we will sharpen our advice to RAS before next spring in order to make this so.

CAPP needs to post on its website a memo consistent with the bylaws regarding CAPP subcommittee membership. Appointment criteria for IEC should come from the recent faculty meeting vote with regards to changes in that subcommittee's membership. An in consultation with the VPAA representative phrase needs to be added to the FYS subcommittee statement. The RAS statement needs to indicate that members appointed from CAPP may serve up to three years. All subcommittee positions should be selected by the middle of the spring semester. Rebecca Upton will write this up and send it to the committee via e-mail for revision and approval.

The meeting adjourned at 5:48 p.m.

Respectfully submitted,
Bruce Sanders

Committee on Academic Policy and Planning October 13, 2008 Meeting

Attending: Neal Abraham, Susan Anthony, Eleese Dorsey, Jon Ferguson, Kevin Kinney, Kerry Pannell, Bruce Sanders, Rebecca Schindler, Will Spice, Rebecca Upton (chair)

Meeting Called to order at 4:15.

Minutes approved with some recommendations.

Announcements:

Kevin Kinney passed out the RAS recommendations to CAPP regarding the School of Music (SOM) Proposal.

Kinesiology Update:

Committee on Academic Policy and Planning
26 January 2009

Those present: Rebecca Upton (chair), Eleese Dorsey, Jon Ferguson, Kevin Kinney, Kerry Pannell, Neal Abraham, Bruce Sanders, Rebecca Schindler, Will Spice, and Pamela Propsom

I. Call to Order – Roy O. West conference room 4:18pm

II. Old Business

A. Interdisciplinary Program Analysis by Brett O'Bannon

i. Decided it would be tabled until February 23

III. New Business

A. WT subcommittee report to CAPP

i. Welcomed chairs Barbara Whitehead and Doug Harms to speak on behalf of the WT subcommittee

ii. Discussed areas of improvement for Winter Term and the work of the subcommittee

1. Identify purpose of Winter Term

2. Improve communication to improve transitions when the committee is reformed each year

3. Ensure that it is clear that faculty members make up the majority of the subcommittee, as specified in the faculty bylaws, for dealing with academic policies and requirements for Winter Term

4. Improve communication between the subcommittee and the Winter Term Office

5. Ideas suggested for improving Winter Term included:

a. Review the required number of in class hours for on-campus courses;

b. Consider partial or full course credit, separately consider impact of this added credit on 31-course graduation requirement;

c. Consider Letter Grades vs. Ws MCID 225 BDC BT/F3 9.96 Tf1 0 0 1 72.024 603645 318024498044>20003>2002C40046955>17504800574975048588056004C0F9

Noted absences among topics explicitly mentioned in the Intellectual Life charge include interdisciplinary programs, diversity, and international issues; there are concerns that some issues may be neglected. People were reminded to use the Intellectual Life Moodle site, which contains relevant reports and readings. FGSC link should contain last semester's Survey Monkey results and notes from open meetings, for those interested in reviewing them.

Winter Term Subcommittee—Two issues have come to CAPP from the WT Subcommittee requesting guidance on what they have the authority to do. These involve discussion of changing the grading of WT courses abroad (trips) from Sat/Unsat to Pass/D/Fail, and whether the subcommittee can recommend making supervision of a certain number of WT independent studies count towards a faculty member's WT teaching obligation. The latter is related to the larger issue of overall faculty workload, so perhaps any suggestions could be directed to COA. WT subcommittee makes recommendations to CAPP for approval. If the subcommittee has recommendations to make, CAPP would welcome its proposals and rationales for them, which may prove helpful given the current curricular discussions.

RAS—Given the current economic climate, there will be no call for RAS proposals this year. The Opportunity Hire mechanism will still be available and next fall CAPP will be asked for advice regarding the Opportunity Hire process.

Meeting ended at 5:00.

Submitted by Pam Proppsom

Committee on Academic and Policy Planning
April 13, 2009

Present: Eleese Dorsey, Kerry Pannell, Pam Proppsom, Bruce Sanders, Rebecca Schindler, Will Spice, Rebecca Upton (Chair).

The meeting was called to order at 4:20 pm.

The minutes from the March 30th meeting were approved.

Volunteers for facilitators of the upcoming intellectual engagement discussion were solicited.

Nominees for the First-year Seminar Committee were discussed. No decisions were made. CAPP will continue to confer on this topic.

Next, we discussed CAPP's take on the intellectual engagement discussion so far and where it should go from here. This included some discussion of the problems with the intellectual engagement discussion at the last faculty meeting. It was asked what is the goal of the next round of discussions and what role should the facilitators play? All thirty-nine proposals will be up for discussion, but we all agreed that these sessions cannot simply be a repeat of the first round of discussions. The process needs to be moving forward. One suggestion was that the facilitators encourage the discussion to revolve around contentious topics. Another suggestion was that the facilitators ask,

What information do you need that would help you make an informed decision with regards to the various proposals? It was mentioned that the discussions need to be taken outside the frames established by the President's charges. For example, there needs to be a discussion about how to combine Greek life with intellectual engagement. We might also ask what amongst the proposals does it make sense to continue to pursue and what it does not make sense to pursue. There was also discussion of possible questions for the upcoming straw poll. The chair will report this information to Faculty Governance Steering Committee (FGSC). FGSC will provide facilitators a framework for leading the next round of discussions.

The last CAPP meeting for the year is April 27th. At that meeting a new chair will be elected and the agenda for next year will be set.

The meeting adjourned at 5:45.

Respectfully submitted, Bruce Sanders

Committee on Academic Policy and Planning
27 April 2009

I. Call to order – the meeting was called to order at 4:20 pm in the Roy O. West conference room. Those present: Will Spice, Kevin Kinney, Pam Propsom, Rebecca Schindler, Kerry Pannell, Bruce Sanders, Eleese Dorsey, Jon Ferguson, Laura Pearce, Rebecca Upton (chair).

II. Old Business – the committee discussed the appointments to the FYSC from the previous meeting and reiterated the hope that the FYSC will include untenured and new faculty members in the future. The committee discussed updates on the intellectual life process. Specifically the committee discussed the number of poll questions to be distributed to faculty members prior to the May faculty meeting and agreed that as much information and data that the polls can gather will be most useful to the summer working group. The committee had a discussion of the charge and composition of the summer working group.

III. New Business

The committee unanimously elected Pam Propsom as the next chair of CAPP for AY 09-10. Rebecca Upton and Pam Propsom will arrange to meet over the summer to facilitate the incoming chair transition. The committee then discussed CAPP planning for AY 09-10. Specifically CAPP will be asked to consider RAS and Opportunity hiring procedures in the future. CAPP will also consider the report on Interdisciplinarity provided by Brett O'Bannon that was tabled this spring. The committee discussed that much of CAPP's agenda will be informed by the outcomes of the intellectual life discussions and summer working group progress.

The committee thanked Neal Abraham for all of his help this year and wished him the best of luck!

IV. Adjournment – the meeting was adjourned at 4:59pm.