Committee on Academic Programs (CAP)
September 18, 2007

Present: Lauren Adamson, Michelle Brattain, Brendan Calandra, Dean Dabney, Jeremy Diem, Irene Duhaime, William Feldhaus, Mary Finn, Cecelia Grindel, Lisa Martin-Hansen, Yu-Sheng Hsu, Randy Kamphaus, Rick Lakes, John Medlock, Valerie Miller, Bruce Pilling, Cora Presley, Don Reitzes, Tim Renick, Raj Sunderraman, Sara Weigle, Jim Wolk

Guests: Sue Fagan, Joyce Many

Call to Order
The Chair, Tim Renick, called the meeting to order at 3:00 p.m. in Room 718, General Classroom Building.

Approval of Minutes
The minutes of May 15, 2007 meeting were approved.

Motion from the Undergraduate Council to approve new concentrations within the AB degree in International Economics and Modern Languages
On behalf of the Undergraduate Council, Sara Weigle introduced and moved the acceptance of three new concentrations within the AB degree in International Economics and Modern Languages: French, German, and Spanish. The committee unanimously approved the motion.

Motion from the Undergraduate Council to add concentrations within the BS in Public Policy
On behalf of the Undergraduate Council, Sara Weigle introduced and moved the acceptance of two concentrations to be added within the BS in Public Policy. Irene Duhaime moved that the proposal be tabled until a further review of the concentrations can be conducted with regard to the potential impact on the Robinson College of Business accreditation process. The motion was seconded. The committee unanimously agreed to table the motion until the next meeting.

Motion from the Graduate Council to approve proposals for two e-franchises; M.Ed. in Reading, Language and Literacy and the M.A.T. in Reading, Language and Literacy
On behalf of the Graduate Council, Michelle Brattain introduced and moved the acceptance of proposals from the College of Education to establish two e-franchises: M.Ed. in Reading, Language and Literacy and the M.A.T. in Reading, Language and Literacy. The committee unanimously approved the proposals.

Consideration of a Template for proposals to deliver degree programs by non-tradition means, including at off-campus sites, by distance education, and/or by alternate delivery formats
Acceptance of the proposed template was moved and seconded.

Irene Duhaime proposed an amendment that the title of the document be modified to “Template for proposals to deliver degree programs at off-campus sites, by distance education, and/or by alternate delivery formats,” removing the phrase “non-traditional delivery.” The motion was seconded and passed unanimously. Randy Kamphaus moved that subsequent uses of the phrase “non-traditional delivery” in the template document should be similarly modified. The motion was seconded and passed unanimously.

Irene Duhaime moved that to the section of the template reading “Important note: Units proposing a new degree program (rather than a new means of delivery for an existing degree program), must submit a Proposal for a New Degree Program (in conformity with guidelines specified under the University policy Procedures for the Creation of an Academic Program found at http://www2.gsu.edu/~wwwsen/committees/apace/policies/) in addition to speaking to the seven points outlined below” should have an additional sentence added to its end:

Units which already are approved to offer a degree at an off-campus location and wish to offer the same degree at new off-campus location may submit for expedited review by CAP an abbreviated proposal addressing issues specific to the new site, e.g. security issues, disability access.

The motion was seconded and approved unanimously.

Lauren Adamson moved that the sentence reading “Included with this proposal should be the written support of the college(s) that will deliver the degree program” should be amended to read “Included with this proposal should be the written support of the college(s) that will deliver the courses in the degree program.” The motion was seconded and passed unanimously.

Dean Dabney moved that an additional question/comment should be added to the end of section 2 of the template: “If the program entails course work involving multiple departments and/or units, have all affected parties been consulted? Please attach evidence of appropriate consultations.” The motion was seconded and passed unanimously.

A motion was made to approve the template with all of the above amendments. The motion was seconded and passed unanimously.

**Motion from the Ad Hoc IDP subcommittee to approve a revised version of the University Instructional Delivery Plan (IDP)**

The committee unanimously approved the motion from the Ad Hoc subcommittee for a revised version of the University Instructional Delivery Plan (IDP) with the following amendments:

In the section Off-campus Programs (new or to be discontinued) [pg 2], delete “Newton County” from off-campus programs table.

In Part III: Academic Programs and Delivery Methods C. New Facilities Investments, Locations, Acquisition and Operating Costs, Financing, Other Commitments [pg 8], amend the sentence to
read: “Due to community demand, Georgia State University has expanded its Professional MBA program to Henry County by renting space in that area. Additionally, for the convenience of students, the Executive MBA program is housed in improved rental space in the Buckhead Atlanta area. Newton County will be added to the list for classes in FY 2009.”

In section IV-B (the template programs should use for proposals), make all changes that were approved for the template in the previous agenda item of this CAP meeting.

All amendments were seconded and approved. The IDP was approved unanimously with the above amendments.

Information Item from APR subcommittee: Calendar for Academic Program Review

General Assessment subcommittee update: On behalf of the General Education subcommittee, Mary Finn provided an update of the committee’s various activities during the summer and early fall.

The meeting was adjourned at 4:10 p.m.