

**Committee on Academic Policy**

**Minutes for September 29, 2011**

Attending: Professors Sally Cockburn, Katharine Kuharic, Thomas Wilson (chair), Penny Yee, and Kyoko Omori; Dean Patrick Reynolds

The meeting was convened at 4:15 pm.

Minutes from September 22 amended and approved.

Briefly discussed the information to be included in CAP minutes. Decided to record specific actions to be taken by the CAP and information that will bear upon the CAP's actions in the future.

Updates on this year's departmental planning and allocations by Dean Reynolds.

Discussed the nature and extent of CAP's letter of Faculty Allocation Recommendations to the Dean and Department Chairs. Decided to include more specific information on factors affecting the CAP's deliberations on allocations, and, in separate confidential memoranda, to communicate specific weaknesses of a department's responses to the published CAP allocation guidelines in order to suggest ways to strengthen future allocation requests.

Continued discussion with the DOF on the possibility of larger departments and more creative/larger-scale curricular planning; including the CAP's role in long-term planning. The CAP urged the DOF to form a planning committee to study future curricular needs.

The meeting adjourned at 5:35 pm.

Respectfully submitted,

Kyoko Omori