

Committee on Academic Policy

Meeting Minutes

Thursday, December 1st, 2021, 2:00 pm

Meeting #10 AY2021-2022

Meeting held at Fuller Labs Becket Conference Room (FL246)

Attendees: O. Pavlov (Chair; SSPS), B. Calli (Secretary; Robotics), J. deWinter (Humanities), A. C. Heinricher (Provost's Office) B. Servatius (Math), S. Zhou (Chemical Engineering), S. Levitan '24 (Student Representative), S. Miles (Registrar), J. A. McNeill (Dean of Engineering), M. Richman (Aerospace Engineering/Faculty Governance)

1. Meeting started at 02:03 pm.
2. Default course capture:
 - a. During a meeting on 9/16/21, CAP endorsed default course capture as a temporary measure only for A and B Terms of AY2021-2022. The default course capture was initiated on Sept. 22nd and spanned the A and B terms of AY 2021-2022.
 - b. Dean McNeill presented to CAP about the faculty/student feedback and statistics for default opt-in automatic lecture capturing policy:
 - i. With the default opt-in policy, the amount of recorded courses increased 7-fold and reached 90% of all courses at WPI.
 - ii. Faculty decided to opt out from the lecture recordings in 10% of the courses. The reasons given for opting out were:
 1. 39 responses: Lecture was not suitable for recording: e.g. largely based on in-class discussions, group work, lab-based work, language class.
 2. 5 responses: Higher quality recorded material already available
 3. 5 responses: Using another recording method, e.g. zoom.
 4. In 6 cases, no responses were given by the faculty.
 5. Several faculty requested to opt-out indefinitely.
 - iii. 80% of the students watched at least one recorded lecture of their course, both in the graduate and undergraduate courses.
 - iv. Very few students had a high average viewing. This might be an indication that students use this resource when they miss a lecture, but they do not fully rely on recordings. Dean McNeill suggested that students only use course recordings as supporting material.
 - v. IP rights of the videos belong to the faculty.
3. The student representatives of CAP said that the students support extending the default opt-in policy.
4. Prof. Richman provided additional information to CAP about the procedure that needs to be followed if the faculty is to consider the default course capture policy. A motion from CAP describing the proposed policy needs to be included on the agenda of a WPI faculty meeting and needs to be discussed and voted on by the faculty at large. Such a change in policy requires one-week notice, so even if CAP endorsed the policy, there would not be enough time to put the motion on the agenda for the December 2, 2021 faculty meeting. The purpose of the one-week notice requirement is to give fair notice to any faculty member wishing to participate in the discussion and vote on matters that fall within the purview of our faculty committees.

5. Meeting adjourned at 2:55 pm.

Respectfully submitted,
Berk Calli
B-term Secretary