

Committee on Academic Policy (CAP): Meeting Minutes

Monday, 10 October 2022, 1:00 pm

Meeting #5 AY2022-2023

Meeting held via Zoom

Attendees: B. Calli (RBE), J. Dudle (CEE, EDC representative), F. Levey (MME), S. Levitan '24 (Student representative), O. Pavlov (SSPS), B. Servatius (MA, CAP chair, CITP representative), S. Wodin-Schwartz (MME), Guest: A. Gold (University Librarian, Gordon Library)

1. The meeting was called to order at 1:00 pm.
2. The minutes of meeting #4 were approved as amended.
3. A. Gold briefed CAP about the proposed policy for making changes to archived projects. Recently, there have been a number of requests for faculty and student retroactive name changes. There are two policy changes involved in this proposal.
 - a) The first is related to library management of digital WPI and does not need faculty approval. Digital WPI and eprojects are different systems and are managed by different parts of the university. Projects are archived through digital WPI. Public archiving started approximately 15 years ago, and policies have not changed since 2008. Currently, faculty names can be changed in the metadata of archived projects. This is a fairly straightforward process. The library proposes expanding this policy to include students. The authority for these changes resides with the library. The library wanted to give CAP the rationale for doing this before implementing this change.
 - b) The second policy change would need faculty approval. The library is proposing that select retroactive changes to archived files should be allowed. The authority for making each of these changes would come from the faculty rather than the library. The library proposes that faculty allow (i) a name change to a preferred name, (ii) changes to other parts of the text for compelling reasons. One example of (ii) would be Personally Identifiable Information (PII) of individuals or departments that may have slipped through erroneously. The library believes that the priority at this time is to permit changes needed to address personal and confidentiality issues. Some publishers, such as Arxiv, already have systems in place to make retroactive changes to files. It is possible for publishers to make these changes since they own the pdf's of the publications. The Committee on Publication Ethics (COPE) supports allowing retroactive changes, based on their research. The process that WPI would employ to implement this policy still needs to be determined. It is not straightforward since it involves changing files. It is difficult to find peer institutions for comparing policies related to open source publication of undergraduate works. Dartmouth has a digital repository similar to digital WPI. CAP will discuss this further.
4. CAP had a brief discussion about the SSPS proposal for establishing a new program, adding a major and dropping existing majors. There was a concern regarding the total listed units of credit.
5. The meeting adjourned at 1:57 pm.

Respectfully submitted,

Fiona Levey

A-term Secretary