

CASL Meeting Minutes #7
December 9th, 2021
2:00 – 3:00 PM
Meeting held via Zoom

Attendees: Scott Barton (Chair), Francesca Bernardi (Secretary), Jeannine Coburn, Paul Reilly.

Agenda

1. Call to order

Chair Barton called the meeting to order at 2:04 PM.

2. Approval of prior meeting minutes

We do not have a quorum present at today's meeting, so approval of minutes from meeting #6 will happen again via an online survey.

3. Updates from the Mental Health and Well-Being (MHWB) task force retreat

- Both Scott Barton and Paul Reilly attended the retreat. The first part of the retreat was focused on sharing data from town halls, surveys, etc. The data was synthesized and presented to the task force.
- Each subcommittee identified which tasks/ideas/recommendations seemed more urgent, doable, and how to implement them.
- Once the tasks are defined and prioritized it will be a matter of identifying who is doing the work for each task.
- CASL could be one of the groups taking charge of some of these tasks. What could our role be?
- The task force is close to finalizing recommendations and delivering them to the broader WPI community.

4. MHWB External review

The Office of the President and the Office of the General Council are handling the MHWB external review. The review is currently underway. It is our understanding that the external reviewers are interviewing members of our community as part of their process. CASL thinks it is important that those who would like to share their thoughts and experiences with the reviewers have the opportunity to do so and are clear about the process to facilitate such conversations. CASL thinks it is important that the process, results, and recommendations of the review are made available to the community for reflection and further discussion.

5. Academic holds and advising

Some students were not allowed to register for Spring 2022 courses because of holds placed on their accounts over the night leading up to their registration time (e.g., financial holds, academic holds, etc.). This created issues on registration day as those holds were placed at the very last minute generating a lot of anxiety for students and academic advisors.

- It seems that the timing at which these holds appeared on the students' accounts was the biggest problem. Students didn't have an opportunity to rectify the issue to release the hold prior to their registration time. Possible solutions:

- Place holds on students' accounts one or two weeks before course registration. This would give students ample time to address the situation without it interfering with their course registration.
- Place holds on students' accounts one week after all course registration dates have passed within that registration cycle with the caveat that students' course registrations would be canceled if they don't clear the hold in time.
- Paul Reilly and Jeannine Coburn will take the lead on this issue. Paul Reilly will be representing Academic Advising and Jeannine Coburn will represent CASL when bringing this up to faculty governance so that it is communicated to the administration.

6. Awards

Board of Trustees' Award for Outstanding Academic Advising

Paul Reilly will set up a committee to review all nominations for the Award. In January the committee will review all the nominations and each committee member will select their top three choices and report them back to Paul Reilly. Representatives from CASL on the committee will be Francesca Bernardi for Arts & Sciences and Jeannine Coburn for Engineering.

7. Adjournment

The meeting was adjourned at 3:00 PM.

Minutes prepared by:

Francesca Bernardi
CASL Secretary