

**CASL Meeting #1 Minutes**  
**September 1 2023**  
**9:00AM – 10:00AM**  
**Zoom Meeting**

**Attendees:** Francesca Bernardi, Daniel DiMassa (chair), Jim Doyle (secretary), Adish Jain, Emily Perlow, Adam Powell, Paul Reilly

**Call to Order:** 9:03AM

The Chair reminded the committee of CASL's charge:

*CASL is responsible for the continuing development of the student advisory and counseling programs. It reviews the effectiveness of the programs, evaluates current practices in the areas of student environment, residential advising systems, and extracurricular activities as they affect the academic performance of the student body, and recommends changes as appropriate.*

The minutes of the April 28, 2023 CASL meeting were reviewed and approved.

The Committee discussed CASL action items for AY2023-24:

1. The AY22/23 enrolled student survey contained questions related to academic advising. These data are currently being analyzed. Emily Perlow will present the findings at a future CASL meeting.
2. The topic of how best to incorporate and evaluate faculty members' efforts in academic advising during tenure and promotion deliberations was discussed. The Chair will coordinate with CTAF and COAP to determine next steps.
3. Last February CASL, the Office of Academic Advising, and the Morgan Teaching & Learning Center co-sponsored a just-in-time training session for academic advisers. The training seems to have been well-received by the more than 50 attendees. CASL will develop plans for offering the training session on an annual basis going forward.
4. Paul Reilly described an initiative in the Office of Academic Advising to develop more formalized training for academic advisors, as is done in some peer institutions. OAA will seek CASL's input and feedback during this process. The formal (likely web-based) training could increase our ability to recognize and reward faculty contributions to academic advising.
5. The question of equity in terms of academic advising loads among the faculty was discussed, as well as the need to provide appropriate incentives for advisors and to ensure academic advising is incorporated into general faculty loading models. Means to identify and respond appropriately to good and poor academic advising are needed. The Office of Academic Advising can provide data on how the academic advising load is distributed among the faculty.

6. WPI will be implementing a Title IX climate survey sometime in 2024 or 2025. CASL has offered to provide input during the development of the survey. Francesca Bernardi will coordinate with the Office of Equal Opportunity & Outreach.
7. This year CASL will continue efforts to evaluate and improve academic advising for graduate students. The initial focus will be to collect, centralize, and disseminate best practices. The question of how best to coordinate these efforts with the Office of Graduate Studies was discussed.

The Campus Wellness Coalition is seeking a member from CASL. Daniel DiMassa will attend an upcoming meeting and coordinate CASL participation with Francesca Bernardi going forward.

The Chair will work to identify this year's undergraduate members of CASL.

CASL will next meet in two weeks, at a date and time to be determined.

**Adjournment:** 9:51AM

Respectfully submitted,

Jim Doyle (Secretary)