

Committee on Academic Policy (CAP): Meeting Minutes
Tuesday, January 23, 2024
Meeting #13 AY2023-2024

Attendees: B. Calli (RBE, CAP chair), B. Antupit (student representative), J. Dudle (CEAE, EDC Representative), A. Gericke (Dean of Undergraduate Studies, ad interim), D. Heilman (CBC, UOAC Representative), F. Levey (MME), S. Miles (Registrar), F. Schroeder (student representative), B. Servatius (MA, CIP representative), S. Wodin-Schwartz (MME)

1. Meeting was called to order at 2:03 pm.
2. Two new student representatives, Benjamin Antupit and Felix Schroeder, were introduced.
3. Potential new agenda items were introduced for brief discussion in order to plan for future meetings.
 - a. Wait list issues – there is no waitlist for multicomponent classes (e.g., classes with a lecture and several laboratory options) due to limitations in Workday. Potential improvements to registration for multicomponent classes will be discussed at a future meeting.
 - b. Chrys Demetry offered to visit CAP regarding her course evaluation assistance through the Morgan Center. CAP has invited her to join a future meeting to provide additional information.
 - c. UOAC provided CAP a copy of a letter on “Support for Educational Assessment at WPI” stating the need for more funding/support for campus-wide assessment activities. The letter was submitted to senior administration on 11/28/23. No further action by CAP is needed.
 - d. Motion to change the title and distribution requirements for the MIS degree – CAP members will review the motion for discussion 1/30/24.
 - e. Grade appeals policy – based on feedback from students, CAP is asked to review the process to assess if changes are warranted (to potentially allow student rebuttal). CAP will discuss at a future meeting.
4. Data collection for test blind admissions policy: CAP reviewed the data collection questions prior to the meeting and confirmed agreement with the questions. F. Levey will send the list to Institutional Research to gather data.
5. Flexibility and Grading: CAP presented information on flexibility in courses and grading trends at the 1/17/24 faculty meeting, and is seeking feedback from faculty. B. Calli drafted questions for a Qualtrics survey. CAP members provided input on the questions and format of the survey. B. Calli will update the draft survey for discussion at a future CAP meeting.

Submitted by C-Term Secretary J. Dudle