

Committee on Advising and Student Life (CASL) Meeting#8 Minutes

February 26, 2025

10:00 – 11:00 A.M.

Zoom Meeting

Attendees: Jim Doyle (Chair), Rudra Kafle (Secretary), Ingrid Matos-Nin, Paul Reilly, Melissa Kagen, Sarah Stanlick, Shawn Gilles, Emily Perlow

Call to Order: 10:02 AM

1. The meeting started with a debriefing of the Just-in-Time (JIT) Training for Faculty Academic Advising, which took place on Wednesday, February 12 from 12:00 – 2:00 P.M. in Unity Hall 405. The Chair noted that there was good attendance at the event, and that after 3 years it seems like it will continue to draw sufficient attendance among the relatively new faculty to keep going in the long run. There were also some suggestions for improvement in future JIT training sessions, like the addition of the credit evaluation process for the students who transfer to WPI from other institutions and finding ways to more efficiently cover the material in the allotted time. The chair shared that the session was not recorded but that presentation slides were sent to all attendees and other interested parties.
2. The committee continued to discuss the draft of a new CASL Charge designed to better reflect the activities the Committee has engaged in over the past several years. Melissa Kagen presented the most recent draft to the committee and discussion ensued. There was also a discussion on whether the name CASL should be changed to CASLAW (Committee on Advising, Student Life, and Well-Being). Some members also suggested adding another member to the committee, in particular, for graduate advising. The Committee worked on adding a 'Rationale' section to the draft.
3. The Chair reminded the committee that Paul Reilly had shared drafts of student and faculty surveys about academic advising for comment. Committee members will submit their suggestions directly to Paul. The survey will then be sent to the students and faculty at the beginning of D Term.

Adjournment: 11:00 A.M.

Respectfully submitted,

Rudra Kafle (Secretary)