COMMITTEE ON ACADEMIC POLICY
MINUTES OF MEETING #13
Monday March 23, 2020

2:00 PM Online Zoom Meeting

https://wpi.zoom.us/j/353640636

Attendees: J. Dudle, A. Hall-Phillips, G. Heineman (Chair), A. Heinricher (Provost's Office), J. Rulfs, G. Salazar, S Weekes, A. Cruz CE21, T. Ourdyl ME'22

Guests: S. Miles (Registrar's office)

The meeting was called to order at 2:01 pm

1. **Announcements** -

- For the remainder of D term, all CAP meetings will be held via Zoom meeting https://wpi.zoom.us/j/353640636
- OSCAR course report system has over 1,965 visitors
- Review status update from other campus leaders online course delivery
- Revised Overload policy for D term only
  Overloading: Beginning March 23, undergraduate students may overload up to 21.75 credits (C and D credits included in total) on Bannerweb. Students are *strongly encouraged* to consult with their advisor BEFORE registering for an overload. Anything over 21.75 credits will require permission from their advisor (see above for steps). Current policy sates that students enrolled in ID 2050 or a full-unit project (that is, 9 credits of IQP or MQP) in D-term are not eligible to overload. However, in D term 2020 temporary overloads for ID2050 or 9 credit full term IQP/MQP will be allowed to register by March 30. Advisors will get a list of any advisees overloading by March 27.

2. The minutes from meeting #12 (March 5, 2020) were revised, edited and approved.

3. CAP will not discuss e-projects for the reminder of D term.

4. Vote on Pay for MQP Policy
   The motion as drafted for today's meeting was reviewed. Some editing to the proposed language took place such as making explicit mention of summer terms for criteria # 3. Some language was removed to avoid redundancy. Sharon Deffely, the Executive Director for Academic and Corporate Development should also be informed about motion.

The motion as amended was subjected to a vote. The motion passed.

5. Discussed student course reports for D term and Spring 2020 during unplanned online course delivery.

   Discussion ensued addressing issues of student course reports in the spring semester. Are there any graduate courses running on a 10-week spring semester? Some courses set to be delivered online are from the beginning of the spring term are not affected. For the specific case of D term instructors may want to learn how the switching to online delivery may provide insightful information for the instructor but this information should not be made available to administrators for teaching evaluation purposes.

   Other items discussed included the ability to maintain privacy on the information given the accessing capabilities of information technology staff. What would be the impact of not processing information related to D term on statistical analysis of the course reports? Are all instructors involved in teaching courses in D term using Canvas website for their courses? To this date 40 course instructors have not indicated whether or not they are using Canvas websites for their courses.

6. Discuss Motion to provide students with the option to receive Pass/NR grades for undergraduate courses during D-term 2020.

   The intent of this motion and its urgency given the current situation of D term will be discussed on a CAP emergency meeting later in the week before the faculty meeting on Friday.

The meeting adjourned at 2:58 pm.

Respectfully submitted
Guillermo F. Salazar
D Term Secretary