

Committee on Academic Policy

Meeting Minutes

Monday, 05-03-2021

Meeting #21

Meeting held over Zoom due to COVID-19 restrictions.

In Attendance: Jeanine Dudle (Chair), Art Heinricher (Provost's office), Adrienne Hall-Phillips, Jill Rulfs, Susan Zhou, Oleg Pavlov (Secretary), Ryan Candy MA '21, Sam Levitan '24, Sarah Miles (Registrar)

1. Meeting started at 2:00 pm.
2. CAP reviewed and approved with minor revisions minutes for Meeting #20 that was held on 4/26/2021.
3. CAP discussed changes to the overloading approvals in the undergraduate catalog. After extensive discussions, the committee approved the final draft of the motion on overloading over email.
4. CAP continued to discuss the timing of overloading. Currently, registrations that lead to overloading open on the 1<sup>st</sup> day of the term on the space available basis. CAP recognized that this is not ideal for both students because they cannot plan ahead and for the Registrar's Office because the office must process numerous requests to overload that come all at once. Therefore, CAP was in favor of allowing overload registrations to take place prior to the start of the term. Different options and their impact on the ability to register by first-year students, sophomores, juniors and seniors were explored. CAP learned that the Workday system that students now use to register for courses allows to reserve space in courses for specific student groups, say, sophomores. The previous registration system at WPI did not have that feature. This ability to reserve course seats for specific student groups alleviated the concern that the committee had regarding moving to early overload registrations.
5. CAP was informed that two motions from the committee would be presented to the WPI faculty during the faculty meeting on 5/6/2021. The first motion would update the math and science requirement. The second motion was on overloading. NOTE: the faculty voted and approved both motions during the faculty meeting on 5/6/2021.
6. CAP was reminded that Jill Rulfs and Jeanine Dudle will rotate off the committee at the end of the current academic year.
7. Meeting adjourned at 2:45 pm.

Respectfully submitted by Oleg Pavlov