

Committee on Academic Policy
Meeting Minutes
Thursday, September 16, 2021, 9:00 am
Meeting #2 AY2021-2022
Meeting held over Zoom

Attendees: O. Pavlov (Chair), A. Heinricher (Provost's Office), B. Calli, A. Hall-Phillips, S. Zhou, B. Servatius, Sam Levitan '24, Katie Bowles '24, S. Miles (Registrar)
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1. CAP discussed an urgent request from the Coronavirus Emergency Response Team (CERT). "CERT is considering having ATC set all courses to automatic lecture capture (no intervention needed by the instructor) by default, with an opt-out at the instructor's discretion." CAP supports implementing this policy with the following conditions:
 - a. CAP supports automatic lecture capture only for the courses taught during Fall 2021. CAP is not supporting automatic recording of lectures taught after December 2021.
 - b. CAP is supporting the automatic lecture capture only as a temporary, emergency measure in the face of COVID.
 - c. CAP members requested that ATC makes it easy, straightforward and trouble-free for any instructor or faculty member to opt out from automatically capturing his entire course or individual lectures.

2. CAP discussed the challenges with eProjects 2.0 and how collecting feedback from faculty and students is currently via the helpdesk ticket system. CAP has identified six major challenges, with a plan to discuss these further with input from the eProjects IT team. The challenges are:
 - a. Registering new projects: The ability for students to register for MQP/IQP with an advisor for unadvertised projects and the ability for students to create their own projects must be restored.
 - b. Registering the same project in several departments
 - c. Multiple copies of the same project should not exist
 - d. Display guidance on changing the final project grade (i.e., the CDR grade)
 - e. Implementing the faculty-approved process for registering a 4/3-unit MQP designed to meet the requirements of two majors (as published in the Undergraduate Catalog).
 - f. Error handling/check condition parameters – Does the faculty member have an appointment (or affiliate appointment) in the department associated with the student's major(s)?

3. Meeting adjourned at 9:53am.

Respectfully submitted,
Adrienne Hall-Phillips
A-term Secretary