

COMMITTEE ON ACADEMIC POLICY MEETING #3 MINUTES

Thursday September 19, 2019 3:00PM, SL 226

Attendees: G. Heineman (Chair), A. Heinricher (Provost's office), G. Salazar, J. Dudle, J. Rulfs, , Ariana Cruz-Rivera (AREN '21),

Guests: S. Miles (Registrar's office)

Meeting called to order at 3:03 pm

1. Prof. Salazar volunteered to serve as an interim secretary for this meeting.
2. After minor editing, the Minutes for meeting # 2 were approved.
3. A CIP appointee from the business school has been identified and contacted. CAP is waiting for the reply.
4. CAP reviewed the Registrar's initial report on courses that routinely have low enrollments. Discussion ensued addressing potential causes for these courses to have low enrollments. The way in which the data has been reported is not very helpful to properly understand reasons behind low enrollments but is a good start. The Registrar will rework the format to present this data.
5. Discussion continued regarding the pre-calc requirement to apply and be accepted to WPI. The language in the undergraduate catalog in this regard has been gradually changing over the years without any faculty approved motions. Typically, functions and graphs as well as trigonometry and geometry are considered essential components of a pre-calc course. Should statistics be considered as a complement or substitute of a pre-calc course? CAP will request the admissions office to present data for cases of exempted students.
6. A brief update on the eProject system was provided. Its development continues following a modularized approach using a standard user interface that does not provide for much flexibility.
7. CAP reviewed an SGA proposal to promote tracking sheets by majors. The proposal intent was to make the selection of courses within majors more functional through an automated process using spreadsheets. CAP strongly discouraged the official use of these tracking sheets because it may create conflicts and omissions with the formal WPI degree-auditing process supported by the Registrar.
8. The next CAP meeting will take place on Thursday, September 26th.

Meeting adjourned at 3:59 pm

Respectfully submitted,
Guillermo F. Salazar
Interim Meeting Secretary