

Committee on Academic Policy

Meeting Minutes

5th CAP Meeting of 2020-21

Monday, November 2 at 2 PM. Meeting held over Zoom due COVID 19 restrictions.

In Attendance: J. Dudle (chair), J. deWinter, A. Hall-Phillips, O. Pavlov, J. Rulfs, S. Weekes, S. Miles (Registrar), Ryan Candy MA '21

1. Secretarial responsibilities for the remainder of the year were agreed upon as follows

B 2020: Adrienne Hall-Phillips; C 2021: Jennifer deWinter and D 2022: Oleg Pavlov.

2. The committee welcomed new members Jennifer deWinter and Oleg Pavlov.
3. The committee reviewed a list of unfinished items, and prioritized items to address now, address later, or delete from list.
 - *IQP and MQP survey data for past reports:* Jeanine Dudle will check with Anna Gold of the library to determine the current status of these surveys which have not been available for the past few years.
 - *A change to one of our graduation dates from September 1 to August 31st for reporting reasons:* Sarah Miles will bring a motion to the committee in 2 weeks.
 - *Guidelines to faculty on excused absences for students:* The problem that needed addressing was not clear. Jeanine Dudle will review past records to see if there is something that needs committee attention.
 - *Financial Implications when undergraduate students take graduate courses as overloads:* This item was set aside for now and may be removed from the committee's agenda.
 - *WPI Growth Issues (raised in NEASC 2012; 2016):* This item was referred to the NECHE accreditation committee and removed from the list.
 - *Graduate students teaching undergraduate courses:* This item was removed for now pending any additional concerns being raised.
 - *Evaluating teaching at WPI:* The addition of teaching portfolio requirements for tenure and promotion candidates likely addressed this issue so it was removed from the list.
 - *Effect of Strategic Plan and Global School initiatives on academic policy:* Discussion of this item was deferred to a future meeting.
 - *Advisor of Record policy for qualifying projects:* This was deferred until after eProjects 2.0 and Workday project practices are put in place.
 - *Courses with large number of students (different resource issue):* This issue seemed not to have a systemic basis and so was removed from the list.
 - *Students with disabilities in upper level courses:* This issue seemed not to have a systemic basis and so was removed from the list.
 - *Review of WPI's academic programs; assess what constitutes an "active" WPI program:* This discussion was deferred to a future meeting.
4. An additional item to be added to a future agenda was a discussion of institutional plans for Project Presentation Day 2021. Suzanne Weekes intends for there to be a Virtual

Undergraduate Research Showcase again as was done in 2020. Departments can decide whether to join this initiative or do something on their own.

5. Discussion of questions identified in the previous meeting's minutes regarding the TechFlex model of course delivery will be continued at a future meeting.
6. The committee will review data regarding the impact of COVID 19 related changes to the academic year calendar.
7. Add/drop policies, and dissemination of information regarding "remote" classes and students were also added to the list of agenda items for future meetings.

The meeting was adjourned at 2:53.