

CASL Meeting Minutes #3
October 3rd, 2022
10:30 AM – 11:30 AM
Hybrid Meeting

Attendees: Jeanine Coburn (chair), Daniel DiMassa (secretary), Meghan Barry (undergraduate representative), Francesca Bernardi, Jim Doyle, Arne Gericke, Adish Jain (undergraduate representative), Arnold Lane, Adam Powell, Paul Reilly, Greg Snoddy, Naitik Zaveri (graduate rep)

Call to Order: 10:30

Introduction of new undergraduate representatives

Approval of Minutes from Meeting #2

Updates

Chair Coburn provided updates about (1) the prospect of an internal study with K. LeChasseur about academic advising and (2) a discussion with Associate Dean of Students Perlow regarding an Enrolled Student Survey.

Francesca Bernardi met with Stanley Horton (Director of Title IX), who has agreed to attend a CASL meeting in the near future. Horton indicated that CASL may be able to support an upcoming campus climate survey. He also discussed the possibility of CASL's involvement in the generation and review of new resources.

Paul Reilly reported on updates to the Faculty Advising Handbook and suggested it could be circulated for review and distribution prior to academic advising day in C-Term.

Chair Coburn proposed the creation of a one-pager that would summarize what resources Graduate Studies provides for academic advising. Arnold Lane offered to lead this effort.

Chair Coburn proposed the creation of a separate one-pager, "What is Expected of Students in Preparation for Academic Advising Meetings?" Arnold Lane and Paul Reilly offered to lead this effort.

- Arne Gericke advised that, in addition to the production of new resources, we need to track advising to make sure that students are meeting with faculty. It would likewise be helpful to keep a record of the content of an advising meeting.

Presentation by Lindsey Van Gieson, Instructional Technology Systems Manager, on Departmental Canvas Sites for Majors

Since Canvas offers no way to identify students by major, WPI has created Canvas course sites by major as a workaround for the purposes of advising. The sites are optional, and they are intended as a convenience for departments / majors / minors.

In addition to students in a particular major, the Canvas site instructor(s) can manually add prospective majors prior to the Canvas site. Students pursuing a minor can likewise be added to the sites. Students cannot self-enroll.

Lindsey Van Gieson has communicated with all current instructors of department advising sites on Canvas about the potential use of these ATC coordinated Canvas sites for advising.

Chair Coburn expressed concern that many faculty may be unaware of the existence of these sites and students may be confused if they see an unpublished advising site for their Major. Discussion ensued about the aptness of Canvas as a site for advising from the perspectives of faculty and students.

Adjournment: 11:32 AM