

Committee on Academic Policy
Meeting Minutes
Thursday, March 2nd, 2022, 2:00 pm
Meeting #15 AY2021-2022
Meeting held online via Zoom

Attendees: O. Pavlov (Chair; SSPS), B. Calli (Secretary; Robotics), A. C. Heinricher (Provost's Office), B. Servatius (Math), S. Zhou (Chemical Engineering), R. Gyurcsan '24 (Student Representative), S. Levitan '24 (Student Representative)

1. Meeting started at 2.00 pm.
2. CAP discussed to compose a repository of current academic policies and share it in a public website.
 1. Currently, there is no complete collection of the current academic policies, and it requires to search the faculty meeting minutes and CAP meeting minutes for finding a policy on a particular topic. There is a public website for student-related policies that is maintained by the registrar. Faculty-related policies is neither on that website nor in the faculty handbook.
 2. CAP discussed creating a repository for all the academic policies. Student representatives of CAP recommended that it would make it easier for the students to have a separate webpage for student-related policies. Based on this feedback, CAP decided to design a portal that will provide faculty-related academic policies and include a link to the registrar website that provides student-related policies. In this way, we will not have multiple copies of the student-related policies, which will make the websites easier to maintain and avoid conflicts. This design would require coordination between registrar's office and CAP for updating the listed policies, which is manageable.
 3. Each policy entry in the repository will need to link to Workday, which has the main policy database.
 4. CAP will get in touch with George Heineman, who previously prepared a collection of all the CAP minutes where the policies can be found relatively easily.
3. CAP discussed the issues related to the e-project 2.0 website. CAP is notified that a "feedback and support" button has been added to receive input from the faculty to improve the website.
4. CAP discussed several aspects of the e-projects 2.0 website that may not be in-line with the current policies. Some CAP members pointed out that not allowing the students to open their own projects on the website might be against our MQP-related policies. CAP decided to do more research on which aspects might be conflicting to the existing policies and will discuss them in the upcoming meetings.

Respectfully submitted,
Berk Calli
D-term Secretary