

**COMMITTEE ON ACADEMIC POLICY,  
Minutes of Meeting #11 on January 22, 2018  
SL 226**

Present: M. Humi (Chair), A. Heinricher, D. Olinger, M. Chudy, M. Tao, N. Rahbar, G. Salazar  
Guests: S. Miles

- The meeting was called to order at 1:00 pm by Chair Humi.
- The minutes of CAP #10 meeting on December 8, 2017 were approved.

**Review Proposal to Change the Deadlines for Completion of Degree Requirements**

S. Miles, presented a proposal for review to change the deadlines for completion of degree requirements as follows:

- To September 1 for summer semester completers
- To December 30 for fall semester completers

S. Miles explained that currently, students who complete requirements in a summer semester do not graduate until early October, and students who complete requirements in a fall semester do not graduate until late February. Changing the graduation dates (as described above) will benefit the majority of students graduating in these semesters, as they do not have to wait so long for their degrees to be conferred. These late degree conferrals conflict with typical graduate school application deadlines, and prevent students from adding the degree earned to their resumes for a minimum of one-and-a-half months after they have completed their graduation requirements. In addition, WPI is currently out of compliance with degree completion reporting to the federal government. This situation has other impacts on registration procedures, communication with student's lenders, and student time extensions for formal completion of work.

Discussion ensued about the implications of the proposed dates with constraints and demands imposed by the WPI academic calendar. S. Miles will continue soliciting feedback from other faculty committees and organizations. A potential final motion could be brought by CAO and CGSR to the faculty for approval or by some alternative procedure.

**Request for Draft Policy regarding Excused Absences**

A. Heinricher requested that CAP drafts a faculty policy regarding "excused absences" from classes. This could include policies related to absences for Medical and family emergencies, Religious holidays, WPI sanctioned events, including for example varsity athletics, musical performances, and academic presentations and for other problems non-predictable at the time.

Currently, there are several formal and informal sources at WPI from which faculty draws information to deal with "excused absences from class". Other institutions have very rigorous and detailed documented policies in this regard whereas other institutions rely on faculty judgement to deal with these situations.

Discussion ensued. It was decided to create a subcommittee formed by M. Chudy, M. Tao and N. Rahbar who will develop a draft proposal in this regard

**Final grade awarded when a student enrolls in a the same course more than once**

Currently, the final grade earned by a student who enrolls more than once in the same course is the one obtained in his/her final registration. In some occasions, this grade is not necessarily higher (or even the same or lower) than the one obtained after the first registration. Should the final grade be the higher one regardless of the sequence in which the different registrations took place?

Discussion ensued. As a result, it was decided that M. Chudy will prepare a motion for future discussion.

**Next Meeting:** to be held on January 29, 2018 at 1 pm in SL 226. Chair Humi will invite representatives of UOAC to discuss motions to adopt a learning outcome addressing global competency and COG to discuss a motion regarding courses.

The meeting was adjourned at 1:50 pm by Chair Humi.

Respectfully submitted,  
Guillermo Salazar, C18 CAP Secretary