

Committee on Academic Policy  
Meeting Minutes  
14<sup>th</sup> CAP Meeting of 2018-2019  
Monday February 18 at 2PM in SL226

Chair: David Olinger (ME)

In Attendance: Jeanine Dudle (CEE), Art Heinricher (Dean, Undergrad Studies), Christine Love (Registrar), Jill Rulfs (BBT), Guillermo Salazar (CEE)

Student Representatives: Chris Tocci (BIO/PW), Ryan Candy (MA)

1. Minutes from the January 28 meeting were approved.
2. Minutes from the February 11 meeting were approved with minor revisions.
3. A motion to change the admissions criteria for IMGD prospective BA students was discussed. The proposal would change the admissions criteria such that pre-calculus is no longer required for admission. The proposal included a provision that applicants without pre-calculus would be required to submit a portfolio, which would be reviewed by a panel of IMGD faculty/staff.

CAP discussed that this proposal is inconsistent with current WPI policies as (1) WPI does not admit students by major and (2) individual departments/programs are not involved in admissions application review decisions. In addition, the rationale for needing a policy change was based on a questioning of prospective students at a fall open house, in which only 10% of prospective students indicated they would not have pre-calculus prior to college. If it is desired to encourage more non-STEM majors at WPI, a broader discussion of admissions policies and the ability of students to change major after admission is needed. The motion was rejected.

4. A draft “Undergraduate Summer Attendance Policy” was reviewed. The policy was drafted based on potential issues regarding international students who may have restrictions from their own country/government on the number of on-line courses that are acceptable. In some cases, a student registers for the on-campus section of a course, but does not attend in person and may not be residing in/near WPI.

CAP discussed that the draft policy – which would automatically withdraw students from on-campus sections for non-attendance – was inconsistent with policies for A – D terms in which student attendance or non-attendance does not result in the Registrar taking action. CAP determined that a separate policy specifically for the summer or for international students is not warranted. Instead, CAP recommended that WPI state on their website that WPI does not have a policy that requires faculty to track attendance. C. Love and A. Heinricher will follow up with K. Gilbert regarding these issues.

5. MQP Registration Process: It was brought to the attention of CAP that an issue arose this year in which an MQP advisor approved registration of a project for which he/she was not authorized to advise based on departmental affiliation. The current registration process does not automatically verify if an advisor has the necessary affiliation. This issue is planned to be addressed in the registration module of eProjects. CAP stressed the urgency of having the

registration module automatically verify that a faculty member can advise a project; and the urgency of having this module up and running prior to the fall of 2020.

The next CAP meeting will take place on Monday, February 25, 2019. Guests will include K. Tichenor and A. Palumbo to discuss academic policy issues related to admissions.

Meeting adjourned at 2:50 PM

Submitted by Jeanine Dudle (secretary C term)