

Committee on Academic Operations Meeting Minutes

19th CAO meeting of 2016-2017

Wednesday, Feb. 22nd, 2017 in SL225

Chair: Germano Iannacchione (PH)

Secretary: VJ Manzo (HUA)

In Attendance: Kristin McAdams (Administrator of Academic Programs), Germano Iannacchione (PH), VJ Manzo (HUA), Sarah Miles (Registrar), Paul Reilly (Academic Advising), Stephan Sturm (MA), Kris Wobbe (Provost's Rep)

Student Representatives:

Laura Boccio

Madeline Chudy

Called to order at 3:00pm

Old Business:

Approved minutes from Meeting #18

1. Motion by IMGD to add a new course IMGD 2400 (originator: deWinter; liaison: Zeng) - revised
 - CAO suggests a minor editorial change to description
 - Conditionally approved

New Business

1. Motion by HUA to add Minor in American Studies (originator:W.Mott; liaison: Iannacchione)
 - CAO requests clarification about two required courses in American History and American Literature and general clarity about courses that can satisfy the particulars of this minor.
 - CAO recommends that a list be made showing these courses
 - Similar strategies should be applied for other areas of focus
 - CAO requests that a tracking sheet be made for this minor
 - CAO requests that the standard language be used to specify that some courses may not be double-counted for other minors
 - CAO requests clarification about the way that AP courses are applied toward the minor
 - Motion returned to originator
 -
2. CAO Template Revisions
 - Discussed with no action

Meeting adjourned at 3:45pm

Respectfully submitted,

V.J. Manzo, CAO