

**Minutes of the Committee on Academic Operations (CAO)
Meeting #12 of AY 2020-21**

Date and Time: Tuesday, February 16, 2021, 4:00 PM – 5:00 PM

Location: Virtual meeting via videoconference

Attendees: R. Cowlagi (AE), L. Elgert (SSPS), A. Heinricher (Dean of Undergraduate Studies), P. Mathisen (CEE, Chair), K. McAdams (Academic Programs), S. Miles (Registrar), P. Reilly (Academic Advising), D. Strong (BUS), and L. Titova (PH).

The meeting was called to order by Prof. Mathisen at 4:01 PM. The agenda was approved as distributed.

Old Business

1. The Minutes of the 11th CAO Meeting of AY 2020-21 were reviewed and approved with minor revisions.
2. A motion to change the CEE distribution requirements was approved.

New Business

1. A motion to change the description of *RBE 2001 Unified Robotics I: Actuation* was approved conditional to minor revisions about the implementation date.
2. A motion to change the description of *RBE 2002 Unified Robotics II: Sensing* was approved conditional to minor revisions about the implementation date.
3. A motion to add the experimental course *ETR 491X Sports Analytics & Entrepreneurship* was approved condition to revisions in the description of the recommended background and minor items.
4. A discussion about the impending transition from Banner to Workday for student registrations noted the following points of importance to academic advising:
 - a. In this semester, students will be able to register for Fall '21 classes, only. Spring '22 registrations will be made available later.
 - b. The planned registration dates are April 21 for rising seniors, April 23 for rising juniors, and April 27 for rising sophomores.
 - c. There is no dedicated academic advising day in the current semester. A tentative schedule of Fall '21 courses (without days and times) will be available by the end of February. The Fall '21 course schedule will be finalized and published by the end of March.
 - d. This is the first batch of students to register through Workday. The hope is for the transition to proceed smoothly.

The meeting adjourned at 4:57 PM.

Respectfully submitted,
Raghvendra V. Cowlagi (Secretary)