

**Minutes of the Committee on Academic Operations (CAO)  
Meeting #10 of AY 2021-22**

**Date and Time:** Friday January 14, 2022, 1:00PM – 2:00 PM

**Location:** Virtual meeting via video conference

**Attendees:** M. Ephraim (HUA), E. Eroglu (undergrad rep), A. Gericke (CBC, Associate Dean of Undergraduate Studies), P. Musacchio (CBC), P. Reilly (Assistant Dean of Student Success), J. Srinivasan, L. Titova (PH, Chair), K. McAdams (Academic Programs)  
**Absent:** D. Cote (ME, Secretary), S. Miles (Registrar), L. Elgert (IGS)

The meeting was called to order by Prof. Titova at 1:02 PM.

**New Business:**

1. Two motions from Aerospace Engineering department were discussed.  
Motion 1 to change course numbers and course titles, and to revise recommended background under the Aerospace Engineering Course Descriptions in the Undergraduate Catalog was conditionally approved. CAO Chair will communicate with the originator to clarify that the changes will not adversely affect BS/MS students given that two current 4000 level courses will become 3000 level courses (AE 4717 and AE 4733). CAO also requests that the statement that the change has no impact on distribution requirements be changed to indicate that the distribution requirements are changed as specified in Motion 2.

Motion 2 to modify the program distribution requirements for the Aerospace Engineering Major was tabled pending clarifications from the originator. Specifically, new description includes credit numbers in addition to units. WPI undergraduate catalog does not specify credit hours. Units can be converted into credit hours to satisfy ABET accreditation or other requirements. Additionally, Note 9 stricken from the proposed description specifies that GPS courses can only be used to fulfill the HUA, SSPS or the Free Elective requirement. AE department needs to clarify whether or not this is would still be the case.

CAO Chair will follow up with AE department.

2. Motion from Data Science Department to add MA 4222 to the undergraduate catalog as a Data Science disciplinary elective course was approved.

3. Motion from HUA department to add an experimental course WR/EN 241X Screenwriting in C or D 2023 and C or D 2024 has been conditionally approved pending clarification on whether this course will be a part of the regular load for the proposed instructor or that this will require redeploying faculty resources.
4. Two motions from HUA to add new music courses, MU 2640 (African Drumming Ensemble) and MU 2641 (Percussion Ensemble) were approved.
5. A motion from HUA to change the course number of two music courses, MU 2510 (Music in Time of Conflict) to MU 3510, and MU 2730 (Jazz Theory) to MU 3730 was tabled. CAO is concerned about reducing the enrollment cap from 50 to 20 that follows from the number change. CAO recognized the benefits of small classes, but given the increasing demand for music courses and historical enrollments above 20, change may adversely affect students, including students pursuing depth requirement. M. Ephraim will follow up with originators.
6. A motion from HUA to change the title of MU 2631 from Stage Band to Stage Band 1 was tabled. CAO is concerned that using the name Stage Band 1 for what essentially is advanced band, and Stage Band 2 for what can be described as introductory band will cause confusion. We suggest using the name Advanced Stage Band instead. M. Ephraim will follow up with originators.

Meeting concluded at 2:00PM

Respectfully submitted,  
Lyubov Titova (CAO Chair)