Minutes
14th CAO Meeting 2019-2020
January 28, 2020 1pm-2pm
CEE Conference Room (Kaven 111A)

Attendees: R. Cowlagi (ME), A. Heinricher (Provost’s Office), C. Love (Registrar), P. Mathisen (Chair, CEE), A. Mattson (CBC), K. McAdams (Catalog/Calendar), P. Reilly (Academic Advising), Tarang Shah (Student Rep), D. Strong (FBS), L. Titova (PH), A. Trapp (FBS)

Meeting called to order by chair Paul Mathisen at 1:03 PM

Old Business
1. Two students with individually-designed minors were discussed; CAO expects to vote in the near future pending additional information from the Registrar.
2. Several motions that had previously been sent back to their originators, were discussed.

New Business
1. CAO discussed, and voted to recommend to CAP, the reinstitution of the catalog supplement; this is for the purpose of collecting CAO-approved changes that will be in effect for the 2020-2021 catalog, but are made after the annual catalog deadline has passed.
2. A motion to add CH352X Fundamentals of Applying Mathematical Methods in Chemistry and Biochemistry was returned to the originator, pending clarifications.
3. An updated CAO template was discussed and comments solicited from CAO members (faculty are always encouraged to follow the CAO template!).

Meeting adjourned at 1:49 PM

Respectfully Submitted,

Andrew Trapp (Secretary, C Term)