

Minutes of the Committee on Academic Operations (CAO)
Meeting #20 of AY 2020-21

Date and Time: Tuesday, April 20, 2021, 3:00 PM – 4:00 PM

Location: Virtual meeting via videoconference

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

The meeting was called to order by Prof. Mathisen at 3:02 PM.

Old Business

1. The Minutes of the 19th CAO Meeting of AY 2020-21 were approved with minor revisions.

New Business

1. A student petition for late registration of a 4/3-unit MQP for a double major was approved. CAO reminds all faculty members that late or *ex post facto* registrations of double major MQPs are strongly discouraged, and that the procedure for such MQPs described in the undergraduate catalog should be closely followed.
2. A motion to revise course titles and descriptions of several courses in the Chinese Program was tabled pending further clarifications.
3. A motion to revise the distribution requirements of the Environmental Engineering program was approved with three votes in favor, one in opposition, and one abstention.

The meeting adjourned at 3:43 PM.

Respectfully submitted,
Raghvendra V. Cowlagi (Secretary *ad libitum*)