

**Minutes of the Committee on Academic Operations (CAO)
Meeting #4 of AY 2020-21**

Date and Time: Monday, November 09, 2020, 10:00 AM – 11:00 AM

Location: Virtual meeting via videoconference

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

The meeting was called to order by Prof. Mathisen at 10:02 AM. New student member K. Pandit was introduced.

Old Business

1. The Minutes of the 3rd CAO Meeting of AY 2020-21 were reviewed and approved.

New Business

1. A motion to introduce the experimental course EN121X Introduction to Creative Writing was approved.
2. A motion to introduce the experimental course TH111X Fundamentals of Theatrical Design was approved.
3. A motion to change the title header in the catalog from “Psychological Sciences Program” to “Psychological and Cognitive Sciences Program” was denied due to concerns of potential confusion resulting from changes in the catalog header, only, without changing the name of the major itself.
4. Draft calendars for the 2021-22 academic calendar were discussed. It was noted that the WPI Coronavirus Emergency Response Team (CERT) would like to minimize the number of days in B-2021 after the Thanksgiving break. With this consideration, the calendar drafts discussed included a shortened break of 4 business days between A- and B-terms. Concerns were raised about Faculty and student stresses due to the shortened term break. However, this would be an improvement over the two-day term break in the current calendar,
5. A motion to introduce the experimental course ES 200X Introduction to Functional Materials was reviewed and tabled pending clarifications about the rationale.

The meeting adjourned at 10:54 AM.

Respectfully submitted,
Raghvendra V. Cowlagi (Secretary)