

Minutes
7th CAO Meeting 2019-2020
October 29, 2019 1pm-2pm
Campus Center Mid-Century Room

Attendees: R. Candy (student rep), R. Cowlagi (ME), A. Heinricher (Provost's Office), P. Mathisen (CEE), A. Mattson (CBC), K. McAdams (Catalog/Calendar), S. Miles (Registrar), P. Reilly (Academic Advising), D. Strong (Chair, FBS), L. Titova (PH), A. Trapp (FBS)

Meeting called to order by chair Diane Strong at 1:04 PM

Old Business

1. Approved minutes from 5th CAO meeting from 2019-2020.
2. Approved minutes from 6th CAO meeting from 2019-2020.
3. A motion to change title and course description for EN 2222 *Theatre Workshop* that was previously returned to originator for clarifications, was approved.
4. A motion to change the course description for RE 3721 *Topics in Religion* was returned to originator for further clarifications regarding number of times the course can be taken.

New Business

1. A motion to cross list WR/BME 250X *Writing in the Life Sciences* was returned to originator for clarifications.
2. Academic calendars for upcoming years were discussed, which can be found at this link: <https://www.wpi.edu/academics/calendar-catalogs>. Copies of the next three years of the undergraduate and graduate calendars, starting with 2020-2021, are also attached. Please direct any comments to Kristin McAdams: kmmcadams@wpi.edu
3. A motion to change the number, title and credit equivalence of BB 2916 *Phage Hunters: the Quest* (1/6 unit) to BB 2917 *Hunting for Phage* (1/3 unit) was conditionally approved pending minor revisions.
4. A motion to remove BB 3516 *Separation Techniques in Biotechnology* was returned to originator for clarifications.
5. A motion to remove BB 3519 *Protein Purification* was returned to originator for clarifications.

Meeting adjourned at 1:57 PM

Respectfully Submitted,

Andrew Trapp (Secretary, B Term)



Worcester Polytechnic Institute

UNDERGRADUATE CALENDAR 2020-2021

		S M T W R F S								S M T W R F S							
		S	M	T	W	R	F	S		S	M	T	W	R	F	S	
A	JUL	19	20	21	22	23	24	25	FEB	7	8	9	10	11	12	13	D
		26	27	28	29	30	31	1		14	15	16	17	18	19	20	
		2	3	4	5	6	7	8		21	22	23	24	25	26	27	
		9	10	11	12	13	14	15		28	1	2	3	4	5	6	
	AUG	16	17	18	19	20	21	22	MAR	7	8	9	10	11	12	13	
		23	24	25	26	27	28	29		14	15	16	17	18	19	20	
		30	31	1	2	3	4	5		21	22	23	24	25	26	27	
		6	7	8	9	10	11	12		28	29	30	31	1	2	3	
	SEPT	13	14	15	16	17	18	19	APR	4	5	6	7	8	9	10	
		20	21	22	23	24	25	26		11	12	13	14	15	16	17	
		27	28	29	30	1	2	3		18	19	20	21	22	23	24	
		4	5	6	7	8	9	10		25	26	27	28	29	30	1	
	OCT	11	12	13	14	15	16	17	MAY	2	3	4	5	6	7	8	
		18	19	20	21	22	23	24		9	10	11	12	13	14	15	
B	NOV	25	26	27	28	29	30	31		16	17	18	19	20	21	22	
		1	2	3	4	5	6	7	JUNE	23	24	25	26	27	28	29	
		8	9	10	11	12	13	14		30	31	1	2	3	4	5	
		15	16	17	18	19	20	21		6	7	8	9	10	11	12	
	DEC	22	23	24	25	26	27	28	JULY	13	14	15	16	17	18	19	
		29	30	1	2	3	4	5		20	21	22	23	24	25	26	
		6	7	8	9	10	11	12		27	28	29	30	1	2	3	
		13	14	15	16	17	18	19		4	5	6	7	8	9	10	
	JAN	20	21	22	23	24	25	26	AUG	11	12	13	14	15	16	17	
		27	28	29	30	31	1	2		18	19	20	21	22	23	24	
		3	4	5	6	7	8	9		25	26	27	28	29	30	31	
		10	11	12	13	14	15	16		1	2	3	4	5	6	7	
C	JAN	17	18	19	20	21	22	23	AUG	8	9	10	11	12	13	14	
		24	25	26	27	28	29	30		15	16	17	18	19	20	21	
		31	1	2	3	4	5	6		22	23	24	25	26	27	28	

September 10 =
MONDAY
schedule

October 27 =
FRIDAY
schedule

January 13 =
MONDAY
schedule

SEPTEMBER 7
LABOR DAY

NOVEMBER 26
THANKSGIVING

JANUARY 18
MARTIN LUTHER KING
DAY

FEBRUARY 25
ACAD. ADV. DAY
(PROJ. OPPORTUNITIES)

FEBRUARY 26
READING/MAKEUP DAY

APRIL 19
PATRIOTS' DAY HOLIDAY

APRIL 23
PROJECT PRES. DAY

MAY 31
MEMORIAL DAY

JULY 5
INDEPENDENCE DAY
HOLIDAY

May 4 =
FRIDAY
schedule

Undergraduate
Commencement

June 4 =
MONDAY
schedule

E1 (7 wks)
MAY 17-JULY 1

E2 (5 wks)
JULY 12 - AUG 13

Updated as of July 2019



Worcester Polytechnic Institute

UNDERGRADUATE CALENDAR 2021-2022

		S	M	T	W	R	F	S			S	M	T	W	R	F	S										
A	JUL	18	19	20	21	22	23	24	FEB		6	7	8	9	10	11	12	D	FEBRUARY 24 ACAD. ADV. DAY (PROJ. OPPORTUNITIES) FEBRUARY 25 READING/MAKEUP DAY								
		25	26	27	28	29	30	31			13	14	15	16	17	18	19										
		1	2	3	4	5	6	7			20	21	22	23	24	25	26										
		8	9	10	11	12	13	14			27	28	1	2	3	4	5										
	AUG	15	16	17	18	19	20	21	MAR		6	7	8	9	10	11	12			APRIL 18 PATRIOTS' DAY HOLIDAY APRIL 22 PROJECT PRES. DAY May 3 = FRIDAY schedule Undergraduate Commencement June 3 = MONDAY schedule MAY 30 MEMORIAL DAY E1 (7 wks) MAY 16-JUNE 30 JULY 4 INDEPENDENCE DAY E2 (5 wks) JULY 11 - AUG 12							
		22	23	24	25	26	27	28			13	14	15	16	17	18	19										
		29	30	31	1	2	3	4			20	21	22	23	24	25	26										
		5	6	7	8	9	10	11			27	28	29	30	31	1	2										
	SEPT	12	13	14	15	16	17	18	APR		3	4	5	6	7	8	9				Undergraduate Commencement June 3 = MONDAY schedule MAY 30 MEMORIAL DAY E1 (7 wks) MAY 16-JUNE 30 JULY 4 INDEPENDENCE DAY E2 (5 wks) JULY 11 - AUG 12						
		19	20	21	22	23	24	25			10	11	12	13	14	15	16										
		26	27	28	29	30	1	2			17	18	19	20	21	22	23										
		3	4	5	6	7	8	9			24	25	26	27	28	29	30										
	OCT	10	11	12	13	14	15	16	MAY		1	2	3	4	5	6	7					Undergraduate Commencement June 3 = MONDAY schedule MAY 30 MEMORIAL DAY E1 (7 wks) MAY 16-JUNE 30 JULY 4 INDEPENDENCE DAY E2 (5 wks) JULY 11 - AUG 12					
		17	18	19	20	21	22	23			8	9	10	11	12	13	14										
		24	25	26	27	28	29	30			15	16	17	18	19	20	21										
		31	1	2	3	4	5	6			22	23	24	25	26	27	28										
NOV	7	8	9	10	11	12	13	JUNE		29	30	31	1	2	3	4	Undergraduate Commencement June 3 = MONDAY schedule MAY 30 MEMORIAL DAY E1 (7 wks) MAY 16-JUNE 30 JULY 4 INDEPENDENCE DAY E2 (5 wks) JULY 11 - AUG 12										
	14	15	16	17	18	19	20			5	6	7	8	9	10	11											
	21	22	23	24	25	26	27			12	13	14	15	16	17	18											
	28	29	30	1	2	3	4			19	20	21	22	23	24	25											
DEC	5	6	7	8	9	10	11	JULY		26	27	28	29	30	1	2							Undergraduate Commencement June 3 = MONDAY schedule MAY 30 MEMORIAL DAY E1 (7 wks) MAY 16-JUNE 30 JULY 4 INDEPENDENCE DAY E2 (5 wks) JULY 11 - AUG 12				
	12	13	14	15	16	17	18			3	4	5	6	7	8	9											
	19	20	21	22	23	24	25			10	11	12	13	14	15	16											
	26	27	28	29	30	31	1			17	18	19	20	21	22	23											
JAN	2	3	4	5	6	7	8	AUG		24	25	26	27	28	29	30								Undergraduate Commencement June 3 = MONDAY schedule MAY 30 MEMORIAL DAY E1 (7 wks) MAY 16-JUNE 30 JULY 4 INDEPENDENCE DAY E2 (5 wks) JULY 11 - AUG 12			
	9	10	11	12	13	14	15			31	1	2	3	4	5	6											
	16	17	18	19	20	21	22			7	8	9	10	11	12	13											
	23	24	25	26	27	28	29			14	15	16	17	18	19	20											
C	JAN	30	31	1	2	3	4	5			21	22	23	24	25	26									27		

SEPTEMBER 6
LABOR DAY

September 9 =
MONDAY
schedule

NOVEMBER 25
THANKSGIVING

DECEMBER 14
READING/MAKEUP DAY

January 12 =
MONDAY
schedule

JANUARY 17
MARTIN LUTHER KING
DAY



September 8 = MONDAY schedule SEPTEMBER 6 LABOR DAY A SEPTEMBER 6 LABOR DAY B NOVEMBER 24 THANKSGIVING DECEMBER 13 READING/MAKEUP DAY January 11 = MONDAY schedule JANUARY 16 MARTIN LUTHER KING DAY C	JUL	S	M	T	W	R	F	S	FEB	S	M	T	W	R	F	S	FEBRUARY 23 ACAD. ADV. DAY (PROJ. OPPORTUNITIES) FEBRUARY 24 READING/MAKEUP DAY D APRIL 18 PATRIOTS' DAY HOLIDAY APRIL 22 PROJECT PRES. DAY May 2 = FRIDAY schedule Undergraduate Commencement June 2 = MONDAY schedule MAY 29 MEMORIAL DAY E1 (7 wks) MAY 15–JUNE 29 JULY 4 INDEPENDENCE DAY E2 (5 wks) JULY 10 – AUG 11
	17	18	19	20	21	22	23	5		6	7	8	9	10	11		
	24	25	26	27	28	29	30	12		13	14	15	16	17	18		
	31	1	2	3	4	5	6	19		20	21	22	23	24	25		
	7	8	9	10	11	12	13	26		27	28	1	2	3	4		
	14	15	16	17	18	19	20	5		6	7	8	9	10	11		
	21	22	23	24	25	26	27	12		13	14	15	16	17	18		
	28	29	30	31	1	2	3	19		20	21	22	23	24	25		
	4	5	6	7	8	9	10	26		27	28	29	30	31	1		
	11	12	13	14	15	16	17	2		3	4	5	6	7	8		
	18	19	20	21	22	23	24	9		10	11	12	13	14	15		
	25	26	27	28	29	30	1	16		17	18	19	20	21	22		
2	3	4	5	6	7	8	23	24	25	26	27	28	29				
9	10	11	12	13	14	15	30	1	2	3	4	5	6				
16	17	18	19	20	21	22	7	8	9	10	11	12	13				
23	24	25	26	27	28	29	14	15	16	17	18	19	20				
30	31	1	2	3	4	5	21	22	23	24	25	26	27				
6	7	8	9	10	11	12	28	29	30	31	1	2	3				
13	14	15	16	17	18	19	4	5	6	7	8	9	10				
20	21	22	23	24	25	26	11	12	13	14	15	16	17				
27	28	29	30	1	2	3	18	19	20	21	22	23	24				
4	5	6	7	8	9	10	25	26	27	28	29	30	1				
11	12	13	14	15	16	17	2	3	4	5	6	7	8				
18	19	20	21	22	23	24	9	10	11	12	13	14	15				
25	26	27	28	29	30	31	16	17	18	19	20	21	22				
1	2	3	4	5	6	7	23	24	25	26	27	28	29				
8	9	10	11	12	13	14	30	31	1	2	3	4	5				
15	16	17	18	19	20	21	6	7	8	9	10	11	12				
22	23	24	25	26	27	28	13	14	15	16	17	18	19				
29	30	31	1	2	3	4	20	21	22	23	24	25	26				



Worcester Polytechnic Institute

GRADUATE CALENDAR 2020-2021

		S	M	T	W	R	F	S			S	M	T	W	R	F	S		
A	JUL	19	20	21	22	23	24	25	FEB		7	8	9	10	11	12	13	SPRING	
		26	27	28	29	30	31	1			14	15	16	17	18	19	20		
	AUG	2	3	4	5	6	7	8	MAR		21	22	23	24	25	26	27		
		9	10	11	12	13	14	15			28	1	2	3	4	5	6		
		16	17	18	19	20	21	22			7	8	9	10	11	12	13		
		23	24	25	26	27	28	29			14	15	16	17	18	19	20		
		30	31	1	2	3	4	5			21	22	23	24	25	26	27		
		6	7	8	9	10	11	12			28	29	30	31	1	2	3		
		13	14	15	16	17	18	19			4	5	6	7	8	9	10		
		20	21	22	23	24	25	26			11	12	13	14	15	16	17		
	SEPT	27	28	29	30	1	2	3	APR		18	19	20	21	22	23	24		
	OCT	4	5	6	7	8	9	10			25	26	27	28	29	30	1		
		11	12	13	14	15	16	17			2	3	4	5	6	7	8		
B	NOV	18	19	20	21	22	23	24			9	10	11	12	13	14	15		
		25	26	27	28	29	30	31	MAY		16	17	18	19	20	21	22		
	DEC	1	2	3	4	5	6	7			23	24	25	26	27	28	29		
		8	9	10	11	12	13	14	JUNE		30	31	1	2	3	4	5		
		15	16	17	18	19	20	21			6	7	8	9	10	11	12		
		22	23	24	25	26	27	28			13	14	15	16	17	18	19		
		29	30	1	2	3	4	5			20	21	22	23	24	25	26		
		6	7	8	9	10	11	12			27	28	29	30	1	2	3		
		13	14	15	16	17	18	19	JULY		4	5	6	7	8	9	10		
		20	21	22	23	24	25	26			11	12	13	14	15	16	17		
	JAN	27	28	29	30	31	1	2	AUG		18	19	20	21	22	23	24		
		3	4	5	6	7	8	9			25	26	27	28	29	30	31		
		10	11	12	13	14	15	16			1	2	3	4	5	6	7		
C	JAN	17	18	19	20	21	22	23			8	9	10	11	12	13	14		
		24	25	26	27	28	29	30			15	16	17	18	19	20	21		
		31	1	2	3	4	5	6			22	23	24	25	26	27	28		

Updated as of July 2019



Worcester Polytechnic Institute

GRADUATE CALENDAR 2021-2022

		S	M	T	W	R	F	S			S	M	T	W	R	F	S		
A	JUL	18	19	20	21	22	23	24	FEB		6	7	8	9	10	11	12	SPRING	D
		25	26	27	28	29	30	31			13	14	15	16	17	18	19		
		1	2	3	4	5	6	7			20	21	22	23	24	25	26		
	AUG	8	9	10	11	12	13	14	MAR		27	28	1	2	3	4	5		
		15	16	17	18	19	20	21			6	7	8	9	10	11	12		
		22	23	24	25	26	27	28			13	14	15	16	17	18	19		
	SEPT	29	30	31	1	2	3	4	APR		20	21	22	23	24	25	26		
		5	6	7	8	9	10	11			27	28	29	30	31	1	2		
		12	13	14	15	16	17	18			3	4	5	6	7	8	9		
B	OCT	19	20	21	22	23	24	25	MAY		10	11	12	13	14	15	16		
		26	27	28	29	30	1	2			17	18	19	20	21	22	23		
		3	4	5	6	7	8	9			24	25	26	27	28	29	30		
	NOV	10	11	12	13	14	15	16	JUNE		1	2	3	4	5	6	7		
		17	18	19	20	21	22	23			8	9	10	11	12	13	14		
		24	25	26	27	28	29	30			15	16	17	18	19	20	21		
	DEC	31	1	2	3	4	5	6	JULY		22	23	24	25	26	27	28		
		7	8	9	10	11	12	13			29	30	31	1	2	3	4		
		14	15	16	17	18	19	20			5	6	7	8	9	10	11		
C	JAN	21	22	23	24	25	26	27	AUG		12	13	14	15	16	17	18		
		28	29	30	1	2	3	4			19	20	21	22	23	24	25		
		5	6	7	8	9	10	11			26	27	28	29	30	1	2		
	FEB	12	13	14	15	16	17	18			3	4	5	6	7	8	9		
		19	20	21	22	23	24	25			10	11	12	13	14	15	16		
		26	27	28	29	30	31	1			17	18	19	20	21	22	23		
	MAR	2	3	4	5	6	7	8			24	25	26	27	28	29	30		
		9	10	11	12	13	14	15			31	1	2	3	4	5	6		
		16	17	18	19	20	21	22			7	8	9	10	11	12	13		
	APR	23	24	25	26	27	28	29			14	15	16	17	18	19	20		
		30	31	1	2	3	4	5			21	22	23	24	25	26	27		

September 9 =
MONDAY
schedule

January 12 =
MONDAY
schedule

May 3 =
FRIDAY
schedule

June 3 =
MONDAY
schedule

July 8 =
MONDAY
schedule

JULY 4
INDEPENDENCE DAY

E1 (10 wks)
MAY 16-JULY 21

Graduate
Commencement

MAY 30
MEMORIAL DAY

APRIL 22
READING DAY

APRIL 18
PATRIOTS' DAY HOLIDAY

FEBRUARY 25
READING/MAKEUP DAY

FEBRUARY 24
READING DAY

SEPTEMBER 6
LABOR DAY

NOVEMBER 25
THANKSGIVING

DECEMBER 14
READING/MAKEUP DAY

JANUARY 17
MARTIN LUTHER KING
DAY



		JUL 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20									FEB 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 1 2 3 4 5 6 7 8 9 10 11							FEBRUARY 23 (READING DAY) FEBRUARY 24 READING/MAKEUP DAY	
September 8 = MONDAY schedule											MAR 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 1 2 3 4 5 6 7 8 9 10							SPRING D APRIL 18 PATRIOTS' DAY HOLIDAY APRIL 22 READING DAY May 2 = FRIDAY schedule Graduate Commencement June 2 = MONDAY schedule MAY 30 MEMORIAL DAY E1 (10 wks) MAY 15–JULY 20 June 30 = MONDAY schedule JULY 4 INDEPENDENCE DAY July 7 = TUESDAY schedule	
SEPTEMBER 6 LABOR DAY A		AUG 21 22 23 24 25 26 27 28 29 30 31 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 1 2 3 4									APR 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26								
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