Worcester Polytechnic Institute
Committee on Academic Operations
Annual Report 2019-2020

Membership: R. Cowlagi (ME), P. Mathisen (CEE), A. Mattson (CBC), K. McAdams (Catalog/Calendar), S. Miles (Registrar’s Office), Paul Reilly (Academic Advising), D. Strong (Chair, FBS), L. Titova (PH), A. Trapp (FBS), C. Love (Registrar’s Office);
Ex-Officio: Sarah Miles (Registrar), Art Heinricher (Dean of Undergraduate Studies)

Resource Persons: Paul Reilly, Kristin McAdams

Student Representatives: R. Candy (Fall student rep), Tarang Shah (Spring Student Rep)

The Committee on Academic Operations (CAO) had 24 meetings during which the following business was conducted.

1. Petitions

The committee reviewed a total of 33 petitions, including 18 during the academic year and 15 over the summer. The petitions, which include requests for readmission after suspension, waiver of suspension, waiver of probation, and permission to walk in the Commencement Ceremony, are summarized in the following table.

<table>
<thead>
<tr>
<th>Petitions</th>
<th>2019/20 Academic Year</th>
<th></th>
<th></th>
<th>Summer 2020</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Number</td>
<td>Approved</td>
<td>Denied</td>
<td>Number</td>
<td>Approved</td>
<td>Denied</td>
</tr>
<tr>
<td>Walk in Commencement</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Waiver of Suspension</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>4</td>
<td>4</td>
<td>0</td>
</tr>
<tr>
<td>Waiver of Probation/standing</td>
<td>3</td>
<td>0</td>
<td>3</td>
<td>2</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Readmission after suspension</td>
<td>7</td>
<td>5</td>
<td>2</td>
<td>6</td>
<td>0</td>
<td>6</td>
</tr>
<tr>
<td>PT to FT after return from suspension</td>
<td>6</td>
<td>0</td>
<td>6</td>
<td>0</td>
<td>12</td>
<td>6</td>
</tr>
<tr>
<td>Total</td>
<td>14</td>
<td>8</td>
<td>6</td>
<td>18</td>
<td>12</td>
<td>6</td>
</tr>
</tbody>
</table>
2. Discussions and Miscellaneous Items

Approved the AY18-19 CAO Annual Report

Approved a proposed motion to update to the Commencement Walker Policy, for submission to CAP for further review and consideration. This motion was approved by the faculty on March 19th

Discussed scheduling challenges around the Fall Career Fair and conflicting Thursday afternoon courses. There was no resolution.

Discussed academic calendars for upcoming years, and distributed to the faculty for comments. Also discussed and provided suggestions in regards to emergency changes to the calendars for A and B Terms in Fall 2020.

Reviewed several CAO templates from the WPI website and, where appropriate, brought up to date by CAO committee members. The templates are posted on the web page (https://www.wpi.edu/offices/faculty-governance/cao). (Faculty are always encouraged to follow the CAO template!)

Discussed the considerations regarding a proposal on including pass/fail grades in D and E Terms of 2020 before the proposal was submitted for a full faculty vote. No major concerns were raised.

Discussed information provided on delayed start to the summer schedule, without major concerns.

Discussed reinstallation of the catalog supplement (for the purpose of collecting CAO-approved changes that will be in effect for the Academic Year 2020-2021, but are made after the annual catalog deadline has passed). After consultation with CAP, it was determined that the supplement should again be implemented.

Reviewed and approved the undergraduate catalog supplement. The supplement was posted to the university website (https://www.wpi.edu/academics/calendar-catalogs). (Thanks to Kristin McAdams for her efforts in preparing and posting the supplement.)

Concerning upcoming summer courses and other special circumstances anticipated in Summer 2020, discussed and agreed upon that an interim committee should be formed to handle such matters. The committee consisted of CAO Chair Paul Mathisen, Sarah Miles, Art Heinricher, Diane Strong (as needed), and Paul Reilly (as needed).

Discussed and agreed upon a consensus recommendation from CAO to CAP and CGSR to review and consider eliminating the current credit conversion policy that requires that, for example, an undergraduate receive (and pay for) 1/6 unit (or 1.5 credits) per graduate credit when enrolled in a graduate course.
3. Regular Business

A. Distribution Requirement Changes Approved by CAO and the WPI Faculty

Note – Date of faculty approval is shown in parentheses

Actuarial Mathematics
Changed the Actuarial Mathematics B.S. degree distribution requirements (Nov 7th)

Civil Engineering
Changed CE B.S Degree distribution requirements (April 16th)

Mechanical Engineering
Changed the Mechanical Engineering B.S. degree distribution requirements (November 7th)
Changed the Psychological Science B.S. degree distribution requirements (November 7th)

B. Additions or Deletions of Majors, Minors, and Concentrations Approved by CAO (including individually designed minors) and approved by the WPI Faculty?

Foisie School of Business
Added a minor in Financial Technology (FinTech) (March 19th)

Fire Protection Engineering Department
Added a minor in Fire Protection Engineering (April 16th)

Interactive Media and Game Development (IMGD) Program
Added an audio and music concentration to the IMGD BA degree (February 13th)

Interdisciplinary (Departments of Civil and Environmental Engineering, Social Science and Policy Studies Department, and the Program in Architectural Engineering, and the Office of Sustainability)
Updated course listings for the minor in Sustainability Engineering (May 7th)

Social Science and Policy Studies
Introduced a Concentration entitled Diversity Science to the Psychological Science B.S. degree (February 13th)

Individually Designed Minors
Approved five individually designed minors: two in Chemistry and three in Arabic
C. Experimental Courses Approved by CAO

**Biology and Biotechnology**
BB 353X Monoclonal Antibodies: The New Biologics

**Interdisciplinary and Global Programs**
ID 450X Value Creation for Engineers and Scientists
ID 130X Fellowships Exploration and Application, which was proposed by the Office of Academic Advising

**Chemistry and Biochemistry**
CH 352X Fundamentals of Applying Mathematical Methods in Chemistry and Biochemistry

**Humanities and Arts**
WR 250X Writing in the Life Sciences
EN 320X Scenic Design and Fabrication
WR 251X Ethics of Science Writing
TH 110X Acting: Contemporary Styles was conditionally approved as an experimental course offering, pending minor revisions.
CN 356X Business Chinese - approved to be offered for a third time as an experimental course, and also approved as a permanent course, and for the 2020 – 2021 academic year.
EN 201X Literary Pandemics
TH222X Theatre for Social Distancing
Added IMGD 304X Technical Art Pipeline Management
WR421X Medical Writing - Extended the duration of the experimental course for an additional offering beyond the initial two offerings.

**Mechanical Engineering**
ME 390X Project-Based Engineering Experimentation

**Physics**
PH 443X Introduction to Quantum Information
PH 115X Introductory Physics of Living Systems

**Social Science and Policy Studies**
GOV 236X Women in Politics
ENV 220X Building Resilient Communities
ENV130X Smart & Sustainable Cities
D. Course Changes Approved by CAO (and approved by the WPI Faculty)

Note – For all of the following motions, the date of faculty approval is shown in parentheses

Air Force Aerospace studies

Updated a number of course titles and descriptions for all 16 Air Force and Aerospace Studies Course (AS1001 through 4, AS2001 through 4, AS3001 through 4, and AS4001 through 4) (April 16th)

Biology and Biotechnology

Changed 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) (December 12th)
Removed BB 3516 Separation Techniques in Biotechnology (December 12th)
Removed BB 3519 Protein Purification (December 12th)

Biomedical Engineering

Removed BME 2511 Introduction to Biomechanics and Biotransport (December 12th)
Removed BME 2811 Introduction to Biomaterials Science and Tissue Engineering (December 12th)
Added BME 2001 Introduction to Biomaterials (Cat. I) (December 12th)
Added BME 2502 Introduction to Biomechanics: Stress Analysis (Cat. I) (December 12th)

Civil and Environmental Engineering

Removed CE 3024 Control Surveying (March 19th)
Changed the title and course description of CE 3061 Waste Water Treatment to CE 3061 Sustainable Wastewater Engineering: Treatment and Reuse (May 7th)

Fire Protection Engineering

Added new course FP 4000 Fire Laboratory. (March 19th)
Added FP 4001 New Fire, Risk and Sustainability (May 7th)
Changed the title and course description of FP 3070 Fundamentals Of Fire Safety Analysis to FP 3070 Introduction to Fire Protection Engineering (May 7th)

Foisie School of Business

Added OIE 2081 Introduction to Prescriptive Analytics (November 7th)

Removed MIS 3740 Organizational Applications of Telecommunications and added MIS 37XX Business Applications of Machine Learning (December 12th)
Humanities and Arts

Changed the course number for HU 2230 Russia Ready: Language and Cultural Context to INTL 2520 (added and removed) (October 3rd)

Changed the course title and course description for HI 1322 Introduction to European Cultural History (October 3rd)

Changed the course description for INTL 4100 Senior Seminar in International and Global Studies (October 3rd)

Removed HU 2441 African History and Culture. (October 3rd)

Removed AB 2542 The Culture of Arabic-Speaking Countries (October 3rd)

Removed HI 2325 Modern France (October 3rd)

Added INTL 2410 Modern Africa (October 3rd)

Added INTL 2420 Middle East, North Africa and Mediterranean (October 3rd)

Added INTL 2510 Contemporary Europe: Union and Disunion (October 3rd)

Added INTL 1300 Introduction to Latin America (October 3rd)

Added INTL 2310 Modern Latin America (October 3rd)

Added HI 2930 Topics in Latin American History (October 3rd)

Added HU 1222 Introduction to Medical Humanities (December 12th)

Added HU 2258 World Cinemas (November 7th)

Changed title and description of MU 2631 from Men’s Glee Club to Glee Club (November 7)

Changed title and description of MU 2632 Alden Voices (November 7th)

Changed title and description of MU 2638 from Vocal Performance Lab to Chamber Choir (November 7th)

Added ISE 2810 Listening and Speaking for Non-native Speakers of English (formerly ISE 281X) (November 7th)

Added ISE 3800 Loaded Language: Discourse and Power in International English (formerly ISE 380X) (November 7th)

Added AR / IMGD 3210: Human Figure in Motion (also noted under IMGD) (May 7th)

Added AR 2750 Topics in Studio Art (November 7th)

Added HU 2222 Medical Humanities (November 7th) (December 12)

Changed the course description of PY 3711 Topics in Philosophy (December 12)

Changed the title and description for PY/RE 2731 Introductory Ethics (November 7th)

Added HI 2913 Capitalism and its Discontents (November 7th)

Removed HI 2910 American Labor History (November 7th)

Added HI 3344 Pacific Worlds (November 7th)

Removed HI 3342 Topics in Comparative Civilizations (November 7th)

Added EN 3225 Shakespeare in Performance (November 7th)

Added INTL 2110 Global Justice (November 7th)

Changed the title and description of EN 3231 New England Supernaturalism to EN3231 Supernatural Literatures (December 12th)

Added HU 2502 Global Feminisms (December 12th)

Added HU 2501 STEM-ism (December 12th)

Removed HU 1401 Introduction to Humanities and Arts I and HU 1402 Introduction to Humanities and Arts II (December 12th)

Removed EN 3237 Moby Dick and Added EN 3238 American Authors (December
12th
Removed EN 1231 American Literature: Beginnings through Hawthorne, EN 2231 American Literature: The Raven, The Whale, and The Woodchuck, EN 2232 American Literature: Twain to World War I, EN 2233 American Literature: Modernism to the Present
Added as a replacement EN 2271 American Literary Histories (December 12th)
Changed the course description of RE 3721 Topics in Religion (December 12th)
Added EN 2281 World Literatures (December 12th)
Added HU 2910 Project Center Experiential Learning (March 19th)

**Added EN 3271 American Literary Topics**

Made minor changes to 12 course descriptions in PY/RE; did not require CAO or Faculty approval

**Interactive Media and Game Design**

Added IMGD/AR 2740 3D Environmental Modeling (formerly IMGD/AR 205X) (December 12th)
Added IMGD 4030 Advanced Topics in Interactive Audio for implementation in 2021-2022. (February 13th)
Added AR / IMGD 3210: Human Figure in Motion (also noted under HUA) (May 7th)

**Mechanical engineering**

Removed ME 4718 Advanced Materials with Aerospace Applications (August 27th)

**Social Science and Policy Studies**

Added PSY 3400 Survey Design and Methodology, subject to changes to the date of the first course offering being beyond A term, 2020. An experimental course offering for A term, 2020 was also approved. (February 13th)
Added GOV 2318 Comparative Healthcare: Policy, Politics, and Advocacy (March 19th)