

12th CAO Meeting of AY 2017-2018
Monday, December 4, 2017 SL 124

In Attendance: Maddie Chudy (Student Rep), Kris Wobbe (Associate Dean of Undergraduate Studies), Kristin McAdams (Academic Programs), Paul Reilly (Academic Advising), Sarah Miles (Registrar), Anita Mattson (CBC), Khalid Saeed (SSPS), Amy Zeng (FBS), Stephan Sturm (MA),

Chair A. Zeng called the meeting to order at 11:00AM.

Old Business

1. The minutes from the 11th meeting, November 27, 2017, were approved.
2. The proposal for an individual minor in Spacecraft and Systems Management has no updates.
3. The liaison confirmed that all 5 IMGD motions have met conditions of approval. Liaison: Stephan Sturm.

New Business

1. The 6 motions from BME were discussed. Liaison: Cosme Furlong/Amy Zeng
 - i) The motion to add BME 2502 was discussed. Suggestions were made to the originator and liaison. (e.g. Revisit the accuracy of the course numbers in the description, does the description of ES2502 need to be updated with reciprocal language, ES needs to be consulted, mention no additional resources will be needed). No vote was taken.
 - ii) The motion to add BME 2511 was discussed. As it is directly related to the introduction of BME2502, no vote was taken.
 - iii) The motion to add BME 2610 was discussed. Minor suggestions were made to the originator and liaison. The motion was voted on and approved pending minor changes.
 - iv) The motion to add BME 1004 was discussed. Several concerns were raised regarding the resources available to support the course (classroom availability, software licenses). The committee recommends discussions with engineering and computer science and math to solve this problem with Matlab training. No vote was taken.

v) The motion to update the description of BME 2811 was discussed. The committee requests more information about the rationale, especially regarding ES 2001. No vote was taken.

vi) The motion to change the description for BME 4831 was discussed. Minor suggestions were made. A vote was taken and the motion was approved, pending minor changes.

2. The motion for a new course OIE 3600 was discussed. Minor suggestions were made to the originator and liaison. A vote was taken and the motion was approved pending minor changes. Liaison: Amy Zeng

The meeting was ended at 12:02pm.

Respectfully submitted,
Anita Mattson, (CBC)
CAO, Secretary