

## 14<sup>th</sup> CAO Meeting of AY 2017-2018

Monday, January 22, 2018. SL 313

In attendance: Madeline Chudy (student rep), Cosme Furlong (ME), Anita Mattson (CBC), Sarah Miles (Registrar), Shea O'Donovan (student rep), Paul Reilly (Academic Advising), Khalid Saeed (SSPS), Kris Wobbe (Associate Dean of Undergraduate Studies), Amy Zeng (FBS).

Chair A. Zeng called the meeting to order at 11 am.

### Old Business

1. K. Saeed will be Secretary for C-18, Anita Mattson for D-18
2. BME 2502: Curriculum committees in Engineering depts should discuss the rationale for having multiple versions of the same course. Recommended background and course description also need to be refined. Liaison: Cosme Furlong
3. Deletion of BME 2511 will be processed together with the approval of BME 2502
4. BME1004: Conditionally approved subject to clarification of the structure of the course (lecture/scheduled lab sessions). Liaison: Cosme Furlong
5. BME distribution requirement: Conditionally approved subject to approval of BME1004, modification of rationale and specification of date of approval by the dept. Liaison: Cosme Furlong
6. ECON 216X: Final approval. Dept advised to contact Cathy Battelle and Kristin McAdams for finding a classroom and scheduling the class.
7. Sarah Miles reported that the petition subcommittee heard eight petitions on suspension. Four of them were approved and the remaining four denied.

### New Business

1. Bus 210X: Intro to Corporate Sustainability. Conditionally approved subject to suggested edits. Liaison: A Zeng
2. PH112X: Studio Physics. Conditionally approved subject to suggested edits. Liaison: A Mattson.

Meeting ended at 12:00 pm

Respectfully submitted,  
Khalid Saeed, (SSPS)  
CAO, Secretary