

## **Committee on Academic Operations**

### Meeting Minutes

1<sup>st</sup> CAO Meeting of AY 2017-2018

Friday, August 25<sup>th</sup>, SL 226

Chair: George Heineman (CS)

In Attendance: Anita Mattson (CBC), Kristin McAdams (Academic Programs), Sarah Miles (Registrar), Paul Reilly (Academic Advising), Angel Rivera (HUA), Stephan Sturm (MA), Kris Wobbe (Associate Dean of Undergraduate Studies), Amy Zeng (FBS)

Chair George Heineman called the meeting to order at 9:00AM.

#### Administration

1. CAO officers for the first half of the academic year were determined: G. Heineman will be the Chair of CAO for A and B terms, A. Zeng will be the secretary in A term, and A. Rivera will be the secretary in B term.
2. Chair G. Heineman will send out the Google Docs link to the Committee and the AY 2016-2017 CAO Annual Report to the entire faculty.

#### Old Business

1. The grade change request for a London IQP received in summer was formally approved. Registrar S. Miles will update the grade for the student.
2. Twelve student petitions were received and discussed electronically in summer: Approved 1 petition to convert from part-time to full-time, 7 petitions to readmit from suspension (denied 3, approved 3 part-time, approved 1 full-time, international student); 2 petitions to waive suspension (approved 1, denied 1). Denied 1 petition to waive academic probation; Denied 1 petition to wave academic warning

#### New Business

1. A set of motions from SSPS regarding Psychological Science program were reviewed and discussed, but the Committee was not ready to vote on them yet. G. Heineman will send the Committee's feedback to the originator.

The meeting was adjourned at 9:55AM.

Respectfully submitted,  
Amy Zeng, Foisie School of Business  
CAO A-term Secretary