

Committee on Academic Operations

Meeting Minutes

6th CAO Meeting of AY 2017-2018

Friday, September 29, SL 226

In Attendance: Maddie Chudy (Student Rep), Cosme Furlong (ME), George Heineman (CS), Anita Mattson (CBC), Kristin McAdams (Academic Programs), Sarah Miles (Registrar), Shea O'Donovan (Student Rep), Paul Reilly (Academic Advising), Angel Rivera (HUA), Kris Wobbe (Associate Dean of Undergraduate Studies), Amy Zeng (FBS)

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

Old Business

1. The minutes from the 5th meeting on September 22nd were approved.
2. The student that filed the petition for customized minor in Accounting/Finance (**liaison**: A. Zeng) accepted the CAO's suggested title for the minor, "Financial Analysis". The result will be communicated with the Registrar's Office.

New Business

1. The motion from the Humanities and Arts Department to specify the Policy on Awarding Retroactive Credit for High School Language Study in the undergraduate catalog (**originator/liaison**: A. Rivera) was discussed. A set of suggestions was provided to the originator/liaison.
2. The CAO motion to introduce Special Topics (ST) category for undergraduate courses was reviewed and triggered a lengthy discussion. Chair G. Heineman will revise the motion based on the feedback and then send it to CAP for review.
3. Chair G. Heineman reminded the Committee members to select meeting times for B term by completing the link he provided.
4. The Committee reviewed and discussed the draft Academic Calendars for 2018-2019 to 2021-22. The two student reps will reach out to SGO for comments, and other Committee members are encouraged to share the draft calendars with their home departments. All the feedback should be sent to K. McAdams by October 27th.

The meeting was adjourned at 9:58AM.

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