

## **Committee on Academic Operations Meeting Minutes**

17th CAO meeting of 2015-2016

Tuesday, Dec. 15, 2015 in Beckett Conference Room, Fuller

**Chair:** Rob Lindeman (CS)

**Secretary:** VJ Manzo (HUA)

### **In Attendance:**

William Clark (CHE), Mark Claypool (CS), Chuck Kornik (Administrator of Academic Programs), Rob Lindeman (CS), VJ Manzo (HUA), Kristin McAdams (Administrator of Academic Programs), Paul Reilly (Academic Advising), Stephan Strum (MA), Justin Wang (BUS), Kris Wobbe (Associate Dean of Undergraduate Studies)

Called to order at 3:02pm

Minutes approved with amendments

### **Administration:**

CAO Meeting Day/Time for C Term

- First meeting will be January 19th, 2016 at 4pm

### **Old Business:**

1. Motion from HUA to add a New Permanent Course, HU 2230 (Clark)
  - Proposal must include standard language about students not receiving credit for both the proposed new course and the previous experimental version of the course
  - CAO requests clarification in the description and specific details of the student tuition waiver for the PQP
  - CAO would like the originator to reduce, revise, or remove the information given in the Resources section referring to the WPI Administration's validation of the course during its origination.
  - CAO would like clarifications regarding the presumed discrepancy between the course scope and the course credit
  - CAO would like further information describing the course's focus as either a language course, a preparation course (like a PQP), or some combination.
  - Consult with originator

2. Motion to Add a New Course, GPH 1000 (Wobbe)

- CAO requested clarification from the originator
- Still with originator

3. Motion to Add a New Course, GPH 2000 (Wobbe)

- CAO requested clarification from the originator
- Still with originator

4. Motion to Add a New Course, GPH 4000 (Wobbe)

- CAO requested clarification from the originator
- Still with originator

5. Motion to Establish the GPH Designation (Global Public Health) (Wobbe)

- CAO requested clarification from the originator
- Still with originator

6. Motion to Establish a WPI Minor in Global Public Health (GPH) (Wobbe)

- CAO requested clarification from the originator
- Still with originator

**New Business:**

1. Motion from Undergraduate Teacher Preparation Program to change Category of ID 3100 (liaison Claypool)

- Change recommended background into standard form
- Move "field work" section from new description to a special note
- Implementation date would most like be 2016-2017
- Conditionally approved

2. Registrar's Report on Major-only Course Registration (H. Jackson)

- CAO requested clarification

Meeting adjourned at 3:50pm.

Respectfully submitted,  
V.J. Manzo, CAO