

Committee on Academic Operations Meeting Minutes

5th CAO meeting of 2015-2016

Tuesday, Oct. 6, 2015 in Beckett Conference Room, Fuller

Chair: Rob Lindeman (CS)

Secretary: VJ Manzo (HUA)

In Attendance:

William Clark (CHE), Mark Claypool (CS), Heather Jackson (Registrar), Chuck Kornik (Administrator of Academic Programs), Rob Lindeman (CS), VJ Manzo (HUA), Paul Reilly (Academic Advising), Stephan Sturm (MA), Kris Wobbe (Associate Dean of Undergraduate Studies)

Student Representatives: Whitney Davis, Maggie Vaccaro

Called to order at 3:00

Minutes approved

Old Business:

Motion from the Foise SoB to add ETR 280X(Claypool liaison):

- Clarify personnel under resources
- Expand "intended audience" section to reflect the intended audience
- Consult with originator

Motion from BBT to add a capstone course (Wobbe liaison):

- Is it necessary to require special approval for a capstone? Is completion of the given recommended background sufficient?
- Originator is invited to attend a future CAO meeting
- Consult with originator

Motions from CEE to drop AREN 3001, add AREN 2002, and change course title of AREN 3002 (Manzo liaison):

- Change to Roman Numeral I and II to be consistent
- AREN 2002 editorial change (add a period)
- Add standard form from CAO template for recommended background
- Add or clarify "approved equivalent" in "Changes to Distribution Requirement". Do the AREN 2002 & 3002 courses have an approved equivalent?
- Add AREN 2002 as recommended background to the AREN 3002 motion recommended background
- Conditionally approved

Motion from CEE to change Distribution Requirements (Manzo liaison):

- Deferred until next meeting

Motion from CEE to change Minor Requirements (Manzo liaison):

- CAO is concerned about the lack of flexibility. Could CEE consider keeping the requirements less restrictive at 3 courses instead of the proposed 4?
- CAO is concerned about the lack of flexibility. The spirit of WPI is to not have required courses, and most minors in other departments/programs give students more choice. Something of the form: “2/3 units from the following list of courses: ABC 2000, ABC 2001, ABC 2002, ABC 2003, ABC 2004”, and/or “must include at most one 1000-level ABC course, and at least two ABC 3000-level courses”. Please see RBE, CS, or AE for examples.
- With the proposed 4 required courses, is the intent also to decrease the elective requirements from 3 to 2?
- Consult with originator

Motion from BME to change the course description of BME 4201(Clark liaison):

- Editorial changes
- Approved

Motion from BME to change the course description of BME 1001 (Clark liaison):

- Editorial changes
- Make first sentence of description a complete sentence and strike out "are utilized"
- Conditionally Approved

New Business:

Letter from Prof. Hakim

- Discussed with comments returned to the originator by the chair

Meeting adjourned at 4:10pm.

Respectfully submitted,
V.J. Manzo, CAO