

Date: December 4, 1998.
To: Academic Programs Committee members
College Deans
From: Craig Campbell, Chair, Academic Programs. -7190
Re: Minutes for meeting held December 4, 1998.

Present: Craig Campbell, Daniel Suchora, James Tackett, Janice Elias.

There was NO quorum for this meeting, but some issues were discussed anyway.

I. Pre-Kindergarten & Early Childhood. Jan Elias took the committee's concerns to Provost Scanlon and he will meet with deans and parties involved to help resolve inter-college problems.

II. Programs Committee Checklist. Proposed CHECKLIST to be distributed to college curriculum committees in preparation of program reviews was presented by Jan Elias. The committee's many thanks for her work in preparing this. The form was reviewed and discussed by members present. Issues regarding insuring interdepartmental agreement were discussed. It was reiterated that, as much as possible, program problems, dilemmas, and issues should be ironed out at the college level before reaching this committee. How to approach GER areas in checklist was also discussed.

Committee members please review this checklist and send corrections and suggestions to Jan Elias in preparation for our next meeting next week.

Next Meeting: Friday, December 11, 1998. Geography Conference - Cushwa 2031. Agenda: Checklist and scheduling meetings with college curriculum committees. Also change in communications program name.

ACADEMIC PROGRAM PROPOSAL CHECKLIST
Final Version 12/15/98

Program Title:

Department:

1. Current advisement sheet is attached
2. Summary of changes is included and clear
3. Total number of required hours in the program does not exceed 2/3 of the hours (+ or – one hour) required under the quarter system **or**
4. An adequate rationale for the increase in program hours is included
5. Documentation is attached that proposed changes have been discussed with other affected departments
6. Courses listed as required have been submitted to the University Curriculum Committee (Approval of program changes is contingent upon approval of all courses within the program)

Baccalaureate Programs

7. Number of hours required in the major meets or exceeds the University minimum of either:
 30 hours in one department or
 48 hours in a combined major
8. Total number of hours for the degree does not exceed 124 or
9. An adequate rationale for exceeding 124 hours is included (e.g. comparable programs in other institutions, documentation of accreditation requirements, mission and goals)
10. Students in the program will be able to complete 60 or more hours at the 2600 level or higher
11. Students in the program will be able to complete 48 hours at the 3 700 level or higher
12. Except for combined majors and professional programs there is room in the curriculum for a minor of 15 hours
13. Two writing courses are indicated (or there is room for two courses)
14. One tentative GER speech course is indicated (or there is room for one speech course)
15. One tentative GER mathematics course is indicated (or there is room for one math course)
16. Two to three tentative GER natural science courses are indicated (or there is room for the courses)
17. Two to three tentative GER artistic/literary perspective courses are indicated (or there is room for the courses)
18. Two to three tentative GER societies/institutions courses are indicated (or room for the courses)

19. _____ A total of eight GER courses from the above three categories are indicated (or room for the courses)
20. _____ Two tentative GER personal/social responsibility courses are indicated (or room for the courses)
21. _____ One selected topics/electives course is indicated (or room for the course)

Associate Degree Programs

The following OBOR regulations are met:

1. _____ Total hours for the degree meet the minimum of 60 hours and do not exceed 73 hours

Associate in Applied Science degree programs contain:

2. _____ Minimum of 30 hours of technical courses
3. _____ Minimum of 14 hours in basic related studies
4. _____ Minimum of 14 hours in general education including
 - _____ oral communication
 - _____ written communication
 - _____ social studies
 - _____ humanities

General Education:

5. _____ Two writing courses are indicated (or room for)
6. _____ Four additional courses from at least three of the following areas are indicated (or there is room for)
 - _____ Natural sciences
 - _____ Artistic and literary perspectives
 - _____ Societies and institutions
 - _____ Personal and social responsibility
 - _____ Mathematics
 - _____ Speech



Memorandum

Jeffrey Coldren, Ph.D. *JC*
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December 1, 1998

To: Craig Campbell (Geography Department)
Chair, Senate Programs Committee

Anne York (History Department)
Chair, University Curriculum Committee

Re: CHFAM 531 & 532

After consulting with faculty in the Department of Human Ecology, we withdraw our prior objections to the aforementioned courses as part of the Pre-Kindergarten Associates program in Human Ecology.

- c. Barbara Brothers, Dean - Arts and Sciences
John Yemma, Dean - HHS
Louise Pavia, Chair - Human Ecology
Hannah Nissen, Assistant Professor, Human Ecology
Jim Morrison - Chair, Psychology