

Date: April 9, 1999.
To: Programs Committee Members;
Director, Environmental Studies;
Chair, Geology.
From: Craig Campbell, Chair.
Re: Meeting minutes for Friday, April 2, 1999.

Present: Craig Campbell, Patricia Sarro, Dan Suchora, James Tackett.

Kathylynn Feld and Sharon Shipton had both talked to the chair and sent in advance programs information needed for the meeting.

A quorum was recognized.

I. Announcements.

II. Environmental Studies (Program #s 99-21 and 99-22).

The Environmental Studies quarter based AND semester based programs are being returned for the following reasons:

1. The old program needs to be appended. The committee understands that the program has gone through substantial change, but we still need to see the old one on paper (especially so we can see the differences in the old tracks compared to the new).
2. The committee needs assurance that courses offered in ES from other departments are remaining consistent in the semester transition. Optimally, memos from other departments (geology, chemistry, biology, physics, etc.) should be supplied to reassure the committee that everything goes smoothly in your transition.
3. Your forms are also being returned because they have not been signed by the College Curriculum Committee Chair or the Dean. Please have programs reviewed and signed off at these levels.

III. Geology (Program #s 99-23, 99-24, and 99-25).

All three Geology programs are being returned for the following reasons.

1. In the (BA) program, is 1525 (Precalculus) an appropriate requirement in that it would seem to be the fulfillment of a deficiency? Is it appropriate to list it here as a requirement?

The division of the Geology (BA) program into hours needed at different levels is unclear and the committee members had a difficult time summing the numbers and getting the 51 hours in the new program. For example, what do the courses listed under "options" signify? They appear to be upper division hours required but they don't figure into the program total. If they do figure in the major, then does the program obey the 2/3 rule? Also, the 51 hours total doesn't fit when considering the proposed advisement sheet has several courses listed as 4 credit hour courses.

This problem of total hours in the major **needs to be clarified in different sections on the Programs Form**, and not ONLY on additional sheets supplied with the proposal. Remember it is based on these sheets that programs will be printed in the catalog so they need to be crystal clear.

2. In the (BS) program, similar problems occur. With regard to specific courses, shouldn't Physics 2610 and 2610L be 1510 and 1510L? Double check these courses with physics.

A similar problem appears on the BS program sheet for elective geology courses listed on the program sheet. Do these courses represent a certain number of hours required in the major? If so, **make this clear and make the totals add up on the programs form so it is clear to the committee.**

3. The same is true for the Earth Science program. Besides only courses being placed on the programs form, total hours should be included for course groupings in different areas. Again, the committee should not have to shuffle between papers to make sure everything adds up correctly.

We understand that Arts and Sciences departments have been emphasizing their majors and that is fine, but a good rule of thumb while filling out the programs sheets would be: If a program has a total of 124 hours, how are those hours divided up? $124 = X+X+X$.

Next meeting: Friday, April 16 at 1:00. Geography Conference. Agenda: We continue with Q2S proposals. We will probably start with Social Work.

PROGRAMS SUBMITTED FOR REVIEW - 1998-1999

As of 4-9-'99

99-01		Communication Studies	approved 12-11-98
99-02		Pre-Kindergarten Associate	
99-03		Dropping Latin	approved 2-10-99
99-04		German Translation Certificate	approved 2-10-99
99-05		Early Childhood	approved 2-12-99 reversed 3-12-99
99-06	Q2S	American Studies	approved 3-5-99
99-07	Q2S	Electrical Engineering Technology	approved pending 3-5-'99
99-08	Q2S	Civil Engineering Technology	approved pending 4-2-99
99-09	Q2S	Drafting & Design Technology	returned 4-2-99
99-10	Q2S	Mechanical Engineering Technology	approved pending 4-2-99
99-11	Q2S	Chemical Engineering	approved 4-2-99
99-12	Q2S	Electrical Engineering – Traditional Opt	approved 4-2-99
99-13	Q2S	Electrical Engineering – Computer/Digital	approved full circulation 4-2-99
99-14	Q2S	Civil & Env. Engineering – Struc./Transp.	approved 4-2-99
99-15	Q2S	Civil & Env. Engineering – Env. Option	approved 4-2-99
99-16	Q2S	Mechanical Engineering	approved 4-2-99
99-17	Q2S	Industrial & Systems Engineering	approved 4-2-99
99-18	Q2S	Honors Program	returned 2-10-99
99-19	Q2S	Geography	approved 4-2-99
99-20	Q2S	Economics	approved 4-2-99
99-21		Environmental Studies new program	returned 4-9-99
99-22	Q2S	Environmental Studies	returned 4-9-99
99-23	Q2S	Geology (AB)	returned 4-9-99
99-24	Q2S	Geology (BS)	returned 4-9-99
99-25	Q2S	Earth Science (in Geology Dept.).	returned 4-9-99
99-26	Q2S	Nursing Home Administration	
99-27	Q2S	Social Work	
99-28	Q2S	Social Services Technology	
99-29	Q2S	Physical Therapy	
99-30	Q2S	Bachelor of Science in Nursing	

I WILL BE SENDING A SENATE FORM
WITH OFFICIAL ANNOUNCEMENT OF PROGRAMS
PASSED SHORTLY.