

SENATE EXECUTIVE COMMITTEE MEETING

1 February 1999, 2:00 p.m.

8 February 1999, 2:00 p.m.

Present 211: Barbara Brothers, Denise Da Ros, Nancy Mosca, Duane Rost, Charles Singler, Jim Morrison (Chair), Bege Bowers (Secretary)

Excused 211: Tom Shipka, James Tackett, Julian Walker

Present 218: Barbara Brothers, Nancy Mosca, Duane Rost, Jim Morrison (Chair), Bege Bowers (Secretary)

Excused 218: Denise Da Ros, Tom Shipka, Charles Singler, James Tackett, Julian Walker

Discussion:

At both meetings, we discussed the procedures for certifying courses for general education. The paragraphs below are the latest version of the procedures, with a few editorial changes and some sentences rearranged to follow the order Duane Rost suggested at the end of the February 8 meeting:

Temporary Procedures for Course/Program/GER Approval for 1999

The University Curriculum Committee will operate as indicated by its procedures appended to the Charter and Bylaws, which include 10-working-day circulation, objection, and appeals procedures.

The University Programs Committee will follow procedures parallel to those of the Curriculum Committee with common circulation. (This *adds* a circulation, objection, and appeals process to the previous procedures *diagrammed* in Appendix A, p. 3 of the Senate Bylaws.) All programs that have been accepted for the new semester system, but which will require a change in required courses as a result of the curricular or general education approval processes, must resubmit the program to the Academic Programs Committee by next fall. (Any individual courses that are changed as a result of general education approval processes must also be resubmitted to the University Curriculum Committee.)

For the remainder of the academic year, all course and program proposals (including Q2S materials) are to be submitted by the college curriculum committees to the Senate Office in Tod Hall. The relevant materials will be jointly circulated by the programs and curriculum committees to: the Provost, academic deans (and/or other college curriculum committees), and department chairs for a ten-day review period.