

Date: May 14, 1998.
To: Academic Programs Division Committee Members.
University Deans, Academic Subcommittee on Q2S.
From: Craig S. Campbell, Chair, Academic Programs.
Re: Academic Programs Committee meeting minutes for May
14, 1998, 3:00 p.m., Cushwa Hall 2031 - Geography
Conference.

Present: Craig Campbell, Jan Elias, Renee Falconer, Sharon Shipton, Dan Suchora, Anne York. Guest: Nancy White for Q2S Committee. A quorum was recognized.

EDUCATION. The Special Education proposal is being returned. Teacher Education needs to contact the English department regarding the status of English 651 as an option instead of a requirement. Teacher Education needs to contact Sandra Stephan and get feedback on the proposal alteration. Returning the current proposal form with Dr. Stephan's signature would be acceptable.

DISCUSSION OF SEMESTER TRANSITION.

Summer. If possible, Q2S Transition Team should work over summer. How many of my committee members can work some over summer and when? **Please let me know.**

Forms. The committee continued discussion on semester transition. The programs committee's old form, Jan Elias's proposed form and Nancy White's conversion form were used in discussion. Form will include sign-off spaces for department chairs, deans, and affected programs. It will also require an in depth portrayal of an entire program's courses and how they will look in the semester plan. Nancy White will take models to create a new form. Discussion proceeded on how different programs handle curriculum changes and which program students are offered or required to follow.

GER. Program transformation will take place under current general education requirements. New GER requirements will be adopted as they come on line, approaching Fall 2000.

Merging of committees. It was decided that Programs and Curriculum committees will merge/meet together for duration of transition to semesters.

Application Dates. The Q2S committee has worked out a sequence of dates that is recommended to all departments:

September 1, 1998 - program transition worked out at department level.

(No later than) November 1 - have curriculum proposals sent to college curriculum committees.

December 15, 1998 - have program proposals sent to Q2S Conversion Team consisting of merged UCC and Programs committees to be housed in Tod Hall office.

Next meeting: Thursday, May 21, 1998. 3:00 p.m. in Cushwa 2031, Geography Conference.
Agenda: Discussion of new programs form.