

Date: March 5, 1998.
To: Academic Programs Division Committee Members.
University Deans.
From: Craig S. Campbell, Chair, Academic Programs.
Re: Academic Programs Committee meeting minutes for March 4,
1998, 3:00 p.m., Cushwa Hall 2031 - Geography
Conference.

Present: Craig Campbell, Dave Ruggles, Patricia Sarro, Dan Suchora.

There was NOT a quorum for the March 4 meeting, so no decisions were made on any proposals.

Program proposals for Music Theatre, Management Information Systems, and Environmental Studies will be reviewed during the March 11 meeting. No problems are anticipated for any of the programs.

The Elementary Education program is NOT currently before the committee because the Academic Programs Form did not accompany resubmittal. Also, the School of Education and the School of Health and Human Services still appear to be discussing the overlap of the new program proposal with the department of Human Ecology's Pre-Kindergarten program.

NOTE TO ALL DEANS: Enclosed you will find the NEW FORM for submitting proposals to the Academic Programs Committee. Note sections A through D ALL must be addressed as departments/ programs submit proposals. Henceforth this is the ONLY FORM WHICH WILL BE ACCEPTED by this committee; please dispose of all other APD forms which you have on hand. Proposals submitted from this time forth on any other form will be returned to the originating department without being reviewed or discussed by the committee.

Please feel free to photocopy this form and PLEASE DISTRIBUTE ALONG WITH THESE MINUTES to all of your departments and programs. Encourage them to dispose of all other APD forms on file. Additional forms may be requested from the chair of the Academic Programs Committee.

Next meeting: Wednesday, March 11 @ 3:00 in Cushwa 2031, Geography Conference.

Agenda: Proposals for Music Theatre, Environmental Studies, and Management Information Systems.



Youngstown State University

Academic Programs Division

PD# _____ Date Rec'd _____

<input type="checkbox"/> Addition of a new program (Complete B,C) <input type="checkbox"/> Deletion of an existing program (Complete A, C) <input type="checkbox"/> Change in an existing program (Complete A, B, C) Program title _____ Department _____
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A. Show the programs committee the program (curriculum sheet) as currently constituted. Using the same format, show the proposed program (curriculum sheet) with all changes highlighted. Please include required hours. Attach additional sheets as necessary.

B. In the space below, please address all changes in the program and the rationale for the changes (i.e. courses added, courses dropped, etc.).

C. In the space below, discuss how the changes impact other departments/programs in the university.

D. If the proposal affects another department/program please provide a letter/memo signed by the parties involved that the proposal has been discussed with that department/program.

Signatures:

Department Chairperson _____ Dean _____

Program Division _____ Senate _____