

Date: December 15, 1998.
To: Academic Programs Committee members
College Deans
From: Craig Campbell, Chair, Academic Programs. -7190
Re: Minutes for meeting held December 11, 1998.

Present: Craig Campbell, Daniel Suchora, James Tackett, Janice Elias, Patricia Sarro, Sharon Shipton.

A quorum was recognized.

I. Discussion of Programs Checklist. Jan Elias's checklist was reviewed. She will make changes and return to chair for distribution to committee representatives to the different colleges.

Possible variation in total hours in programs, GER requirements, upper division hours, and discussion of accreditation standards were all discussed.

II. Communication & Theatre Proposal. Proposal to change in program name from "Speech Communication" to "Communication Studies" seems logical and was **approved**, though the timing seems odd.

III. Statistics Concern. A complaint issued by J. Buoni, chair of mathematics and statistics, regarding a proposed statistics course in Civil & Environmental Engineering was distributed for informational purposes to the committee.

Next Meeting: To be announced.

Committee members please fill out the enclosed Winter schedule so I can expeditiously choose a good regular time to meet.

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

Date: December 22, 1998.
To: Academic Programs Committee members
From: Craig Campbell, Chair, Academic Programs. -7190
Re: Minutes for meeting held December 11, 1998.

Those of you who could not attend the last Programs meeting will find the latest edition of the programs checklist enclosed. Please forward this list to each of your college curriculum/program committees.

Enclosed you will also find a concern that the English department had regarding the Communication and Theatre departments program name change from "Speech Communication" to "Communication Studies". There was no objection, English simply wanted it made known that that "communication" is their domain as well.