

YOUNGSTOWN STATE UNIVERSITY

INTER-OFFICE CORRESPONDENCE

TO: Academic Programs Division
FROM: Ron Tabak, member
DATE: November 13, 1989
SUBJECT: Minutes + attendance at meetings

Minutes of 11/9/89:

Members Present: D. Borgia, L. Hopkins, N. Stanko, R. Tabak

New Business: R. Tabak distributed a proposal from the Subcommittee on Continuing Education. Because of a lack of a quorum, no action taken.

I have been asked by the chairperson of the Academic Senate, Dr. Mary J. Beaubien, to remind each of you to attend the next meeting of the Programs Division, which will be on Thursday, *2pm* November 16, in Room 3112 of Cushwa Hall. Attendance at the first two meetings was less than satisfactory: we have a proposal to consider and we have not yet elected a chairperson for our committee. Dr. Beaubien asks that if you are too busy to attend regular meetings of this committee to please submit your resignation so that someone else can be appointed immediately.

cc: ✓ Dr. Mary Beaubien, Chair, Academic Senate
Daniel Borgia, Acct. & Fin.
Janet Gill-Wigal, Counseling
Lou Harris, Allied Health
Lois Hopkins, Music
Hojjat Mehri, IE
Nicole Stanko, Student
George Sutton, Dean of Engineering

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