

## MEMORANDUM

**TO:** Academic Senate Members

**FROM:** Keith Edgerton, Chair  
Academic Senate

**RE:** MEETING DATE, PLACE, AND AGENDA

---

The next meeting of the Academic Senate will be held on Thursday, March 31, 2005, at 3:40 p.m., at the College of Technology, room B57.

I. APPROVAL OF MINUTES: March 3

II. ITEM – SECOND READING

**Item 65** New Form: Format for New Certificates.

III. DISCUSSION/ACTION ITEMS

A. Legislative Transfer Audit

B. Issues with Academic Senate Manual for Curriculum

**Item 31** Manual for the Preparation of Curricular Materials for  
Consideration by the Academic Senate. Revised.

C. Public Service Requirement for all Students

D. General Faculty Approval of Bylaw Change (Student Voting on Academic  
Senate) – **If No General Faculty Meeting, Online Vote?**

E. Re-examine MSU-Billings Online Program

F. Prorating the Teaching Load and FTE of Multi-Disciplinary Courses

KE/rjrm