

MEMORANDUM

DATE: November 23, 2004

TO: Academic Foundations Committee Members

FROM: Dr. Mark Hardt, Chair
Academic Foundations Committee

RE: MEETING DATE, PLACE, AND AGENDA

The next meeting of the Academic Foundations Committee will be held on Tuesday, November 30, 2004, at 3:40 p.m. in the Madison room of the SUB.

- I. Approval of Minutes
November 16
- II. Results from Academic Senate Report on November 18, 2004
 - A. Revisit Category VI: Communication Category, Skills for a Modern Society Category
 - B. Request Staffing Pattern for New Academic Foundations Course Submissions
- III. Discussion/Action Items (in no particular order)
 - A. Advising Problems
 - B. Criteria for Course Inclusion/Exclusion
 - C. The Assessment Instrument
 - D. How to Implement the Assessment Instrument

MH/rjrm