

MEMORANDUM

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, February 1, 2005, at 3:40 p.m. in the Madison room of the SUB.

- I. Approval of Minutes
January 25
- II. Discussion/Action Items
 - A. Criteria for Course Inclusion/Exclusion
 - B. Advising Problems
 - C. The Assessment Instrument
 - D. How to Implement the Assessment Instrument

Timeline:

Accept course submissions up to February 28, 2005.

Bring recommendations to Academic Senate no later than April 14, 2005.

MH/rjrm