



Colorado State University  
Fort Collins, Colorado  
80523

Office of Academic Vice President

October 19, 1978

*Bob  
FYI  
Jed*

TO: Faculty Council Committee Chairmen  
FROM: C. O. Neidt *Neidt*  
SUBJECT: Annual Committee Reports to the Faculty Council

The University Code requires that a status report from each standing committee be made to the Faculty Council annually. Since the Code accommodates a written report from each committee, the Steering Committee has defined a report procedure whereby each committee chairman prepares a one-page progress report covering the past twelve months of committee activity. This report will be distributed with the Faculty Council agenda for a particular meeting according to a prearranged schedule. At the Council meeting at which the report is to be received, the committee chairman (and other committee members) will be present to answer questions about the report during the meeting, should any questions arise. Otherwise, the report will be received by the Council as distributed.

Procedures are as follows:

1. A proposed schedule for preparing written progress reports will be submitted to the chairmen of all committees.
2. If the chairmen approve the schedule proposed for their reports, each report will be assigned for distribution at the proposed time.
3. Each report will be prepared and submitted to the Office of the Academic Vice President at the appropriate time (two weeks before the Council meeting at which the report is to be received).
4. The written reports will be distributed with the agenda of the Faculty Council meeting.

University Curriculum Committee  
Annual Report

February 28, 1978

*Barb  
This is not  
the final - I  
will have  
one for you  
tomorrow*

Membership:

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C. O. Neidt, Chairman  
C. W. Basham, Agricultural Sciences  
M. T. Gilberhus, Arts, Humanities, and Social Sciences  
R. W. Hasty, Business  
A. H. Barnes, Engineering  
J. L. Schmidt, Forestry and Natural Resources  
M. B. Hazaleus, Home Economics  
P. Kugrens, Natural Sciences  
H. W. Larimore, Professional Studies  
J. F. Masken, Veterinary Medicine and Biomedical Sciences  
L. L. Overturf, Secretary

Specific activities of the University Curriculum Committee were reported regularly to the members of the Faculty Council through the distribution of the minutes of each of the Committee meetings. In addition to the regular curricular items concerning courses and program proposals, the following actions were taken by the Committee:

1. Established guidelines for practicums, internships, and student teaching.
2. Endorsed the English Department's proposal for a new policy on placement examinations.
3. Conducted study and considered the establishment of an all-University general education requirement.
4. Revised the guidelines for joint-listed courses.
5. Revised the guidelines for interdisciplinary studies to include graduate programs.
6. Considered the Mathematics Department's recommendations to clarify the all-University mathematics requirement and forwarded them to Faculty Council for special action.
7. Recommended to Faculty Council the establishment of a minors program of study and developed guidelines for the administration of the minors program.

Prepared final draft of the Curriculum Development Policies and Procedures Handbook which will be available July 1, 1978.

A report of all curriculum changes between April 1, 1977, and April 1, 1978, will be distributed to Faculty Council at the September meeting. This report will be an annual report in the future.



1. Established guidelines for Practicum, Internships, and student Teaching. [April 22, 1977]
2. Endorsed the English Department's proposal for a new policy on placement examinations. [May 27, 1977]
3. ~~Reviewed~~ <sup>considered</sup> the proposal for an all-university general Education Requirement. [Sept. 9, 1977]
4. Revised the guidelines for Joint-listed courses. [Dec. 2, 1977]
5. Revised the guidelines for Interdisciplinary Studies to include graduate programs. [Jan 5, 1978]

### Considered

6. ~~Reviewed~~ the Mathematics Department's recommendation ~~to clarify the all-university Mathematics requirement~~ ~~[to Jan 19, 1978 + Jan 31, 1978]~~ & forward ~~letter to FC for Special Action~~
7. ~~Developed~~ <sup>admin at</sup> guidelines for ~~Minor Programs of Study~~. [Feb. 14, 1978]  
 Recommended to FC the est. of a ~~Minor Program of Study~~  
~~Proposed final draft of~~  
~~Curriculum Development Policies and Procedures~~  
 Handbook <sup>which will be?</sup> will be available July 1, 1978.

### ~~Three year study~~

A ~~report~~ report indicating the number of courses of curricular change by department will be available after August 1, 1978

An ~~annual~~ report of all Curricular changes between ~~April~~ 1st 1977 to ~~April~~ 1st 1978 will be distributed

3. Conducted study and considered the establishment of an all-Union general Education Requirement.

6. Considered the [redacted] and forwarded them to Faculty Council for special action.

7. ~~Developed guidelines for administration of the~~  
Recommended to Faculty Council the establishment of a minors program of study and developed guidelines for the administration of the minors program.

Prepared final draft of the Curriculum Development Policies & Procedures Handbook which will be available July 1, 1978.

A report of all curricular changes between April 1, 1977 and April 1, 1978 will be distributed to Faculty Council at the September meeting. This report will be an annual report in the future.



University Curriculum Committee  
Annual Report

February 28, 1978

Membership:

C. O. Neidt, Chairman *Neidt*  
 C. W. Basham, Agricultural Sciences  
 M. T. Gilderhus, Arts, Humanities, and Social Sciences  
 R. W. Hasty, Business  
 A. H. Barnes, Engineering  
 J. L. Schmidt, Forestry and Natural Resources  
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 J. F. Masken, Veterinary Medicine and Biomedical Sciences  
 L. L. Overturf, Secretary

Specific activities of the University Curriculum Committee were reported regularly to the members of the Faculty Council through the distribution of the minutes of each of the Committee meetings. In addition to the regular curricular items concerning courses and program proposals, the following actions were taken by the Committee:

1. Established guidelines for practicums, internships, and student teaching.
2. Endorsed the English Department's proposal to administer a placement examination to all entering freshmen.
3. Conducted study and considered the establishment of an all-University general education requirement.
4. Revised the guidelines for joint-listed courses. (Approved - Faculty Council)
5. Revised the guidelines for interdisciplinary studies to include graduate programs. (Approved - Faculty Council)
6. Considered the Mathematics Department's recommendations to clarify the all-University mathematics requirement. (Amended and Approved - Faculty Council)
7. Recommended to Faculty Council the establishment of a minors program of study and developed guidelines for the administration of the minors program. (Approved - Faculty Council)

Prepared final draft of the Curriculum Development Policies and Procedures handbook which will be available July 1, 1978.

A summary of all curriculum changes between April 1, 1977, and April 1, 1978, will be distributed to Faculty Council at the September meeting. This report will be an annual report in the future.

5. All reports will be received by the Council at the designated meeting.
6. Each chairman will answer any questions about his or her report at the Council meeting.

It should be noted that the report is to cover committee activity during the past twelve months, regardless of the month during which the report is made. This means that each report will cover an arbitrarily-determined twelve-month period, but that a continuous record of each committee's progress will accumulate over the years. It should also be noted that this is to be a progress report only and not a report of recommended action to be adopted by the Council. Committee business requiring special action will continue to be handled through regular Council channels.

The schedule adopted for the reports is attached.

cc: ✓ Steering Committee



Schedule for Submitting Faculty Council Committee Reports

1978-79

<u>Committee</u>	<u>Date Written Report Is Due in Office of Academic Vice President</u>	<u>Date Report Will Be Received in Faculty Council Meeting</u>
Committee on Research	January 2, 1979	January 16, 1979
Committee on Under-graduate Admissions and Registration	January 2, 1979	January 16, 1979
Scholarship Awards Committee	January 2, 1979	January 16, 1979
International Programs Committee	February 5, 1979	February 20, 1979
Library Council	February 5, 1979	February 20, 1979
Graduate Council	February 5, 1979	February 20, 1979
Committee on Inter-collegiate Athletics	March 5, 1979	March 20, 1979
Code Committee	March 5, 1979	March 20, 1979
Committee on Scholastic Standards	March 5, 1979	March 20, 1979
Committee on Under-graduate Instruction	March 5, 1979	March 20, 1979
Curriculum Committee	March 5, 1979	March 20, 1979
Committee on Budgets and Financial Planning	April 2, 1979	April 17, 1979
Committee on Committees	April 2, 1979	April 17, 1979
Committee on Student Life	April 2, 1979	April 17, 1979
Steering Committee	April 2, 1979	April 17, 1979