TO: Faculty Council Committee Chairmen

FROM: C. O. 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.
Membership:

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. Conduct a study and consider the establishment of an all-university general education requirement. [Sept. 9, 1977]

3. Endorsed the English Department's proposal for a new policy on placement examination. [May 20, 1977]

4. Revised the guidelines for graduate courses. [Dec 2, 1976]

5. Revised the guidelines for interdisciplinary studies to include graduate programs. [Jan 5, 1978]

6. Considered the Mathematics Department's recommendation to clarify the all-university mathematics requirement. [Jan 19, 1978] and forwarded to EC for specific action.

7. Developed guidelines for minor programs of study. [Feb. 1, 1978]

Recommends to EC the establishment of a minor program of study.

Proposed final draft of curriculum revision, which will be available on July 1, 1978.

A detailed report summarizing the number of curricular changes by department will be available after August 1, 1978.

A formal report of all curricular changes between August 1, 1977 and August 1, 1978 will be distributed.
3. Concluded study and considered the establishment of an all-University general education requirement.

6. Considered the feasibility of transforming them to faculty council for special action.

7. Developed guidelines for administration of the recommended to faculty council. It is established of a minor's program of study and developed guidelines for the administration of the minor's 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, 1978, and April 1, 1979, 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
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
M. B. Hazaleus, Home Economics
P. Kugrens, Natural Sciences
H. W. Larimore, Professional Studies
J. F. Masken, Veterinary Medicine and Biomedical Sciences
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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

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