

## MEMORANDUM

DATE: December 1, 2004  
TO: Academic Foundations Committee Members  
FROM: Dr. Mark Hardt, Chair  
Academic Foundations Committee  
RE: MEETING DATE, PLACE, AND AGENDA

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The next meeting of the Academic Foundations Committee will be held on Tuesday, December 7, 2004, at 3:40 p.m. in the Madison room of the SUB.

- I. Approval of Minutes  
November 30
- II. Discussion/Action Items
  - A. Results from Academic Senate Report on December 1, 2004
  - B. Additional Revision of Academic Foundations Proposal:  
Remove Upper Division Credits?  
Revise Description of Global Academic Skills Category?
  - C. Criteria for Course Inclusion/Exclusion
  - D. Advising Problems
  - E. The Assessment Instrument
  - F. How to Implement the Assessment Instrument

MH/rjrm