**The University of Oklahoma**

**Academic Programs Council**

Scheduled Meeting Dates for 2016-2017

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| September 2 | February 3 |
| October 7 | March 3 |
| November 4 | April 7 |
| December 2 | May 5 |

The Council regularly meets at 10:30 a.m., Buchanan Hall Room 312, on the first Friday of each month (subject to schedules). Typical meeting duration is two hours. If a member misses three meetings, he or she will no longer be a member of the Council, and the President's Office, Faculty Senate or the Student Association will be notified that a new member must be selected. Members should inform Breck Turkington, bturkington@ou.edu, 325-6062, or the current chair if they will miss a meeting.

A quorum is a simple majority of the voting members of the Council, including the chair.

The Council is organized into two subcommittee, Courses and Programs. Guidelines for the subcommittees are as follows:

Course Subcommittee

1. Look for conformance to University standards and practice in form and procedure with all significant information provided on the form by the department submitting the request.
2. Look for proper prerequisites and course numbers; match level of instruction.
3. Check the course description to make sure it is compact, clear, and indicates the level of instruction to ensure that it would make good sense to the general student.
4. Look for duplication of courses in the same or other departments.
5. Note the impact of the course on degree programs.

Programs Subcommittee

1. Protect the rights of students in program deletions.
2. Review for duplication of programs.
3. Are there adequate resources for the program?
4. Look for logical prerequisites.
5. Does the program make sense?
6. Are University rules satisfied?
7. Review checksheets for correctness and clarity.
8. Assess the impact on other programs, of program deletions and course changes.
9. Are course changes coordinated with program changes

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| ***Academic Programs Council (Norman) 2016-17*** |  |
| ***Ex-officio, nonvoting members*** |  |  |  |
| Kyle Harper | Sr. VP and Provost |  |  |  |
| Breck Turkington | Associate Registrar |  |  |  |
| Matt Hamilton | Registrar |  |  |  |
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| ***Faculty Senate Appointees*** | (6 faculty for 3 year terms – 1/3 to retire each year) | **Subcommittee** |
| vacant |  |  | TBD |
| Al Schwarzkopf (Completing term of Michele Eodice beginning Jan. 1, 2015) | Management Information Systems (The Writing Center) | 2014-17 | Programs |
| Somik Ghosh | Construction Science | 2015-18 | Courses |
| Keith Strevett (Chair 16-17) | Civil Engineering & Envir. Sci. | 2015-18 | Programs/Courses |
| Christopher Sadler | Drama | 2016-19 | Courses |
| Darren Purcell | Geog. & Environmental Sust. | 2016-19 | Courses |
|  |  |  |  |
| ***SGA Appointees*** | (2 students for 1 year term) |  |  |
| Vacant | Student | 2016-17 | TBD |
| Vacant | Student | 2016-17 | TBD |
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| ***Presidential Appointment***  | (3 faculty/3 yr terms & 2 students/1 yr term) |  |  |
| Angela Urick | Educational Leadership & Policy Studies | 2014-17 | Programs |
| Karen Hayes-Thumann | Art & Art History | 2015-18 | Programs |
| Ann-Marie Szymanski | Political Science | 2016-19 | Courses |
|  |  |  |  |
| Vacant | Student | 2015-16 | TBD |
| Vacant | Student  | 2015-16 | TBD |
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| *cc Breck Turkington* |  |  |  |