Call to Order
Committee called the meeting to order at 10:07 a.m.

Present:
Elizabeth Andal, Vladimir Gasparyan, Andreas Gebauer, Carl Kemnitz, Staci Loewy, Kathy Szick-Miranda, Huaqing Wang

Absent:
Mike Lutz

NS&M Staff Member:
Oni Brown

Approval of Minutes
No previous minutes to approve.

New Business:
Introductions were made. Nominations for chair went out. Andreas Gebauer nominated himself. All members agreed.

All members asked to submit availabilities for meeting time to Oni Brown via email.

Fall 2008 quarter is a catalog year. 9/29/08 is deadline to submit changes to catalog.

It was suggested that consultation be made with departments being effected by catalog changes. This was placed within the Guidelines of Submissions.

A question was raised as to the By-Laws statement, one representative per department. In terms for Geology and Physics, which are separate, should one representative from each program be allowed? In terms of having voice there should be two representatives, one from each program, with full vote rights. All members agreed.

Suggestion was made to have 'Science' classes listed under ‘S’ for Sciences instead of ‘Natural Sciences.’ All members agreed.

Deadline for passing all course changes is the end of the fall quarter. Andreas Gebauer, committee chair, will contact John Dirkse regarding an updated ‘Request for Approval New Course/Course Changes’ form, and deadlines. The chair will email updated form to all members. The form will accompany proposals here in.

Adjournment:
At 10:20 a.m. Kemnitz moved to adjourn meeting. Motion passed.