COMMITTEE ON COURSES OF INSTRUCTION
Melvin Heyman, MD, Chair

Thursday, November 14, 2002
9:30 – 11:30 a.m.
Room S-30

AMENDED AGENDA

1. Introductions and Orientation, Senate Office
2. Approval of the Minutes of the Meeting of April 4, 2002 – Attachment 1
3. Chair’s Report
   • Review of Committee Charge and Responsibilities http://www.ucsf.edu/senate/0-bylaws/bylaws.html#no145
   • Discussion of Committee Role in Reviewing Ongoing Courses
   • Committee Meeting Schedule for 2002-2003
   • Review of Course Evaluation Form – Attachment 2
   • Joint Meeting of Committee on Education Policy and Committee on Courses of Instruction – Follow up from May 21, 2002 Symposium of Leaders
4. Report from Registrar on Role and Responsibility of Registrar’s Offices at Other UC Campuses
5. Discussion of Proposed Call for the Establishment of a Permanent Timeline for Course Submission and Review – Tamara Maimon, Senate Director
   • Establishment of Standard Course Submittal Form
   • Use of Senate Website for Forms
6. Consideration of 40 Proposed New Courses, Course Changes, and Course Deletions for Winter and Spring 2003
7. Old Business
8. New Business

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