MEMO

August 7, 2014

To: Ad-Hoc Program Viability Review Committee

 Linda Shaw, PAC Chair

Paul Stuhr, KIN faculty member

Jeff Nessler, KIN Department Chair

Janet Powell, Dean COEHHS

From: Sue Moineau (UCC Chair) and Pat Stall (BLP Chair), Ad-Hoc Committee Co-Chairs

Re: Review of Discontinuation of Physical Education Option in Kinesiology

As per the Academic Program Discontinuance Policy (APC353-09) when there is an objection to a recommendation to discontinue an academic program, an Ad-Hoc Viability Review Committee is formed to “conduct a special program review focused on issues related to potential discontinuance or enrollment suspension.” The charge of the committee is to review data and supporting documentation and to make a recommendation back to UCC and BLP. Please review the policy and supporting documents prior to the meeting. If you are unable to attend, please secure a designee and notify the Ad-Hoc Committee Co-Chairs as soon as possible.

List of attachments:

APC Policy

Academic Program Discontinuance Policy

Discontinuation of PE Option in Kinesiology

Liberal Studies opposition letter

Stuhr opposition letter

General meeting agenda, committee timeline and procedure

The committee will convene on:

**Date: September 10, September 24 and October 22**

**Time: 2:00-3:00**

**Location (TBD)**

As a reminder, review all documents prior to the meeting. Bring paper or electronic copies to the meeting for reference.

Copy

Laurie Stowell, Senate Chair

Deborah Kristan, Senate Vice Chair

Vivienne Bennett, Senate Secretary