

September 1, 1998

TO: Chief Academic Officers

FROM: Elizabeth Lambert Johns, Vice President
Academic and Student Services

SUBJECT: Requested Revision in Common Course Library Course

The System Office has received a request to change the classification and increase the hours of the following course contained in the Common Course Library:

HUM 101 Values in the Workplace

Attached is a copy of the proposed changes and review form for your approval or disapproval. ***Please complete and return the approval/disapproval form by Thursday, September 10, 1998, to Jennifer Frazelle.*** You may fax your response to Jennifer at 919-733-0680. Once the responses have been received at the System Office, the requests will be presented to the Curriculum Review Team (CRT) for its recommendation.

Thank you for your prompt attention to this matter. If you have questions or need assistance, please contact Jennifer Frazelle at 919-733-7051, extension 435.

ELJ/JF/cb

Attachment

c: Presidents
Janyth Fredrickson
Elizabeth Jones
Jennifer Frazelle

CC-98-263
Fax & Paper Copy