



Office of the Dean

Arts and Humanities  
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December 16, 2009

W. Randy Smith  
Vice Provost for Academic Affairs  
200 Bricker Hall  
CAMPUS

Dear Randy,

The American Sign Language Program which is currently housed in the historic colleges of Social and Behavioral Sciences, Humanities, and Education is asking for a Book 3 listing. The courses are currently offered in English 101 and 102; Speech and Hearing 103 and 104; and Education Teaching and Learning 101 and 102; 113 and 114. The program is seeking Book 3 so that we may collapse these offerings from three disparate units. We will administratively house the American Sign Language Program in Arts and Humanities since it already has ties to the Foreign Language Center. John Roberts, Interim Dean of Arts and Humanities; Giff Weary, Interim Dean of Social and Behavioral Sciences, and Cheryl Achterberg, Dean of Education and Human Ecology, have all met and agree that the program needs to be housed under one course offerings bulletin and in one unit.

On a purely administrative note, the program will combine current instructors from the Department of English, Education and Human Ecology, and Speech and Hearing, and the overall coordinator, Lauren Sanders into one space with one administrative structure for payroll, hiring, and scheduling either in English or the Foreign Language Center in collaboration with the new Business Process Center. This will create a cohesive and collegial environment in which these instructors may teach and advise students.

After your approval of the Book 3 request, we will submit through the Electronic Course Approval System (ECA) the following:

Withdrawal:

Speech and Hearing 103 and 104  
Education, Teaching and Learning 101, 102, 113, 114  
English 101 and 102

New Course Requests: (which are designated as fulfilling the foreign language requirement)

ASL 101

ASL 102

ASL 103

ASL 104

The proposal has the full support of Arts and Humanities. If you have questions, please contact me.

Thank you for considering this request,

A handwritten signature in cursive script, appearing to read "Valarie Williams".

Valarie Williams

Associate Dean

cc:

Lauren Sanders, Associate Coordinator and Instructor ASL Program

John W. Roberts, Interim Dean, Arts and Humanities

Giff Weary, Interim Dean, Social and Behavioral Sciences

Cheryl Achterberg, Dean, Educational and Human Ecology

Joseph Steinmetz, Executive Dean and Vice Provost, Arts and Sciences