



San Marcos, California · USA
92096-0001

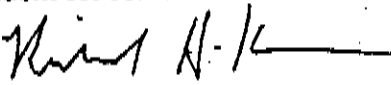
E-Mail: rkaras@csusm.edu
Phone: (760) 750-4050
FAX: (760) 750-3150

Office of the Vice President for Academic Affairs

MEMORANDUM

DATE: September 21, 1999

TO: David J. Barsky
Associate Vice President for Academic Affairs—Academic Programs

FROM: Richard H. Karas 
Vice President for Academic Affairs

SUBJECT: Delegation of Authority—Course Approvals

Effective immediately, I delegate to you the authority to approve course changes and new courses for use in existing academic programs, except as noted in the third paragraph of this memorandum. You are similarly authorized to act on my behalf to approve the granting of General Education credit to courses so recommended by the Academic Senate, and you are also authorized to approve “bookkeeping” changes in academic programs that merely reflect record-keeping changes such as renumbering of courses.

In looking over the proposals that you and your office have been bringing to me for my signature, I have found that these proposals have been scrutinized carefully enough—by the college curriculum committees, by the Academic Senate committees, by your office staff, and directly by you—that there has been little point in requiring an additional review by me. Please continue to work closely with the Academic Planning and Policy Committee (and in the case of General Education courses, the General Education Committee) of the Academic Senate, to maintain the high quality of these proposals.

Note that I retain the program approval authority delegated to me by President Gonzalez in situations where there are substantive changes to existing programs or new program proposals, and that, in these situations, I also reserve the authority for approving any associated course changes or new course proposals.

Page 2

September 20, 1999

Delegation of Authority – Course Approvals

During our regular meetings, you will make a full report to me of all approvals that you have made, their appropriateness, and any resource implications that they raise. Of course, I am always available should you wish to discuss a specific proposal with me.

I thank you for assuming this important charge.

DJB

cc: Alexander Gonzalez, President
Miriam Schustack, Chair, Academic Senate
Steve Lilly, Dean, COE
Gary Means, Dean, Extended Studies
Norm Nicolson, Dean, Instructional and Information Technologies
Marion Reic, Dean, LIS
Victor Rocha, Dean, COAS
Kathleen Watson, Interim Dean, COBA
Richard Riehl, Executive Director, Enrollment Services
Regina Eisenbach, Interim Associate Dean, COBA
Eileen Oliver, Associate Dean, COE
Pat Worden, Associate Dean, COAS
Andres Favela, Assistant Dean, COAS
Ranjeeta Ghiara, Chair, GEC
Michael McDuffie, Chair, APP
Margo Roark, Chair, BLP
Lourdes Shahamiri, Catalog and Curriculum Coordinator