

# MEMORANDUM



**To:** Joe Bell  
**From:** David Merrell  
**Date:** January 30, 2012  
**Subject:** KINE 311

I have received all of the documentation from the Adams Center for the New Course application for KINE 311 which has been offered as a Special Topics.

Here are a few observations:

- I.13a 3 (replaces 3/~~week~~)
- 13b It's a lecture class that may do some lab-type work. For the record, it's a lec class.
- 17 ~~This course provides~~ Provides . . . (The course number, title functions as the subject.)
- 18 Prerequisites – Is this EXSC 232 and one of the Majors listed? If so, add the *and*.
- III.3 Note that the app lists 3 texts; the syllabus only two. You might explain in your intro discussion with councils.

Grade calculation and scale are explained in the syllabus.