MINUTES

# Description                                                                                      Time

I  Call to Order (T. Carothers)                                                                    4:02 p.m.

II Approval of Minutes of February 11, 2015
  Scanlan moved to approve the minutes, seconded by Avenarius.
  Minutes approved.

III Announcements

  A. APC Past Process Changes – HLC Questions (D. Barraclough)
     Purpose: Inform APC committee members that they will be contacted regarding the APC process changes made over the last few years. This is in regards to HLC.
     Thrun and Barraclough are working with various governance groups and will be sending a request to meet with each APC member and chairs of APC, AOC, and ASC to gain feedback for the Quality Initiative for HLC.
     A volunteer from APC is needed for the HLC Criterion Team 1; please contact Chair Carothers or Dominic Barraclough if interested.

  B. Other Announcements
     Purpose: Provide time for other announcements within the Council.
     Chair Carothers called the councils attention to his position as chair will be ending this year as chair and he would like to start the transition now so the new chair will have as much training as possible for the Form A and B data and process. Please contact Chair Carothers if interested.

IV Unfinished Business

  A. None
New Business

A. Form A Discussion with Deans

Purpose: Provide time to discuss the details of the Form A data, overall observations, communication challenges, and next steps for Form A data development. Explore how we can utilize this data to encourage academic planning that is strategic and effective.

Chair Carothers gave a brief overview of the metrics and processes of Form A and Form B data stating there are imperfections in the data still but we are closer to getting data that is more accurate in the future.

The Deans were impressed with the depth of the data. The overall feeling of the Deans was that the data is very helpful as a reference but the Deans would be more interested in summaries. The Deans would like to see APC’s final report before any recommendations are to administration.

Discussion ensued about other useful information as:

- Benchmarks to national data
- Delaware study data (Provost office will look into this)
- HLC national data
- Create a rubric with meets/exceeds etc...
- Create common definitions
- Track on Form B with an additional column for prior years information
- Use a peer group list for more objectivity
- Student/faculty ratio, class size, adjuncts, how many part-time staff, how much are instructors paid, how much is going towards actual teaching

Discussion ensued about the following:

- Interdisciplinary programs standing alone vs. as a whole
- Work on getting more consistency with budget/HR, transition from chair to chair year to year etc...
- Cross listed programs and faculty with joint appointments
- Are there other things that should be reviewed to get the full picture
- Transparency is needed in the data

Chair Carothers will forward the metric portion of the data to the Deans and APC will start to review the national data to enhance how APC can provide guidance.

B. Academic Planning

Purpose: Discuss how APC can better guide academic programs with metrics, toolsets, and review of academic plans. Ask the question of how APC is helping to build the University’s academic future.

Chair Carothers reviewed the past month’s discussions about programs. He presented the role of APC based on bylaws which stresses the planning process. He then presented a planning model. The concern was if the council should discuss working closer with the plans to be more proactive and align more with its bylaws.

Please email Chair Carothers if you have thoughts or suggestions, this will be on future agendas. Much discussion ensued about some of the issues on campus.

Next Meeting, Wednesday, March 11, 2015

Adjournment 5:28 p.m.