Academic Planning Council Meeting
Wednesday, April 08, 2015 4:00 p.m.
Foundation Conference Room 1510, Ullsvik

☐ Dan Avenarius (Academic Staff Rep) ☒ Annie Kinwa-Muzinga (BILSA, 2017)
☒ Ray Spoto (LAE, UABC Rep, 2015) ☒ Jeff Huebschman (BILSA, 2016)
☒ Igor Stanojev (EMS, UUCC Rep, 2016) ☐ Travis Nelson (LAE, 2017)
☒ Jason Thrun (At-large, 2015) ☒ Tom Scanlan (EMS, AITC Rep, 2017)
☒ Irfan Ul Haq (At-Large, Faculty Senate Rep, 2017)

Additional Members to Complete Committee of the Whole
☒ Todd Carothers (BILSA 2014) ☒ Mark Evenson (LAE, 2014)
☐ Lisa Riedle (EMS, 2014)

Non-Voting Members
☒ Dominic Barraclough (Provost’s Rep) ☒ James Hibbard (KLIB Rep)
☒ Lisa Merkes-Kress (Recording Secretary) ☐ Mallory Jasicki (Student Rep)

Quorum - Minimum number of 5 voting members

Guests:
☒ Robert Flum
☒ Nettie Daniels
☒ Jason Renardo

☒ Warner Smidt
☒ Mark Miner

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**Agenda**

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<tr>
<th>#</th>
<th>Description</th>
<th>Time</th>
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<tbody>
<tr>
<td>I</td>
<td><strong>Call to Order (T. Carothers)</strong></td>
<td>4:04 p.m.</td>
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<td>II</td>
<td><strong>Approval of Minutes of March 25, 2015</strong> Scanlan moved to approve the minutes “as corrected.” Seconded by Ul-Haq. Minutes approved.</td>
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<td>III</td>
<td>Announcements</td>
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<td>A. <strong>Other Announcements</strong></td>
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<td>Nettie Daniels, Jason Thrun, and Dominic Barraclough presented at a Higher Learning Conference in Chicago about what APC is doing. The response was very positive. The idea to provide the data for the program review and to give programs a box to put in their corrected data was complimented.</td>
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<td>IV</td>
<td>Unfinished Business</td>
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<td>A. None to discuss – program prioritization remains a topic for future discussion.</td>
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<td>V</td>
<td>New Business</td>
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<td>A. <strong>Assessment Tool and Grade Analysis</strong> (N. Daniels)</td>
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<td><em>Purpose: Discuss the Compliance Assist Assessment Tool and grade analysis currently being done by the Office of Institutional Effectiveness and Assessment.</em></td>
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<td>The data entered into compliance assist is the program’s mission, student-learning outcomes, assessment tools and methods, as well as Form A information. Daniel's office is involved in the process of developing a secured dashboard that will provide grade analysis information. A council member shared concern about indirect measures involving students’ feelings about a class or instructor being included in the...</td>
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Academic Planning Council meets the second and fourth Wednesday of the month at 4:00 p.m. in the Foundation Conference Room in the Ullsvik Hall. The meetings are open to the public. Please Submit agenda items to the chair no later than eight days prior to the next meeting.

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assessment of a program. Please contact Daniels if you would like more training on Compliance Assist.

B. New Minor Program Proposal from Industrial Studies for Industrial Tech Management - Construction Safety Management

*Purpose:* Discuss the new minor proposal and vote on its approval.

With no additional costs expected, this new minor will help to become in line with the construction industry and will allow focus in the discipline. The new courses will be added to the spring 2016 catalog. Discussion ensued about the number of students, accreditation, and the number of minors available.

*MOTION:* Spoto moved to approve the recommended new Construction Safety Management minor, seconded by Stanojev.

After substantial discussion, Scanlan moved to amend the original motion by adding “contingent upon UUCC approval,” seconded by Ul Haq. Motion carried.

A vote on the now amended original motion was taken. Motion carried.

C. Program Listing

*Purpose:* Discuss the current APC program list and determine if additions or changes are necessary. Assign council members the action to improve the listing.

APC program listing is not consistent with other areas on campus. If there are areas or considerations on how this list can be more complete and have consistency with other areas on campus, please notify Chair Carothers. Suggestions were the following:

- Review the program catalog for the current programs,
- Create a definition of what a program is,
- Review other committees and compare lists of programs,
- Consider if minors should be part of the program list for review

There are only two meetings left for the semester and a lot of work to do.

The council also discussed approving the Submajor process.

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<th>VI</th>
<th>Next Meeting, Wednesday, April 22, 2015</th>
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<tr>
<td>VII</td>
<td>Adjournment</td>
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