Minutes

I. Call to Order
Co-Chair Riedle called the meeting to order at 4:04 p.m.

II. Approval of Minutes of April 23, 2014
Heubschman moved to approve the minutes as presented, seconded by Carothers. Minutes approved.

III. Announcements
1. Updates on Form A and Form B (J. Thrun)
2. Draft Rubric/Metrics (L. Riedle)
   Faculty Senate charged APC with creating metrics; homework for the summer is to review the draft metrics we had at the January 2014 retreat. APC can then edit next fall and to present to faculty senate.

IV. New Business (L. Riedle)
1. Sub Major Approval Path and Check List (L. Riedle)
   The current path needs better direction, please review the suggested revisions. Barraclough reported that graduate council certificates are going through graduate council. It was recommended that after review/approval from the Graduate Council could they send the items forward to APC. The purpose would be to capture all program items in one place for annual reporting to Faculty Senate and for communicating pragmatic changes to BI, the Registrar’s Office and the Textbook Center if appropriate.

2. Academic Oversight Proposal (D. Barraclough)
   AOC has two versions of their assessment plan. AOC has not voted on the proposal at this time and would like APC to provide insight and suggestions.
   Following the discussion, the committee decided to approve the longer proposal.
   MOTION: Spoto moved to adopt the longer AOC version proposal, seconded by Pauly. Motion carried.

V. Unfinished Business (J. Thrun)
This proposal has gone through the required path and is now back for the final review from APC.

**MOTION:** Spoto moved to accept the Marketing Strategy and Visual Communication Minor, seconded by Heubschman. Motion carried.

2. **New Educational Studies Major** (K.Stinson and L.Throop)

This is the third time this proposal has been brought forward to APC. At the last meeting, APC suggested creating an emphasis instead of a major. After investigating, Stinson reported that they could not do this according to UW System, DPI, and David Keickhafer. Instead, the SOE will need to create a new major. The committee had considerable discussion of this major. APC expressed concerns about why students are not being encouraged to apply for another academic major if it is known early on they may not pass the testing. Other topic of discussion was about how this would assist international students. After frank and cordial exchange of views, the consensus of the committee was the following.

**MOTION:** Evenson moved to postpone discussion until September, seconded by Stanojev. Motion carried with one opposed, three in favor, and one abstention.

Stinson would like to know what the committee would like from the department so she can provide the feedback in September.

3. **Committee of the Wholes/Sub Committee Options** (L. Riedle)

Discussion ensued about creating a Committee of the Whole to establish metrics for program review and continue efforts in implementing the APC review process; the committee would include prior members Carothers, Riedle, and Evenson.

**MOTION:** Huebschman moved to approve the Committee as a Whole to establish metrics for program review and the collection and analysis of Form A data for Fall 2014, seconded by Spoto. Motion carried.

VI. **Next Meeting Wednesday, September 10, 2014**

VII. **Adjournment**

Co-Chair Riedle adjourned the meeting at 5:22 p.m.

Respectfully Submitted

Lisa Riedle, Co-Chair
Lisa A Merkes-Kress, Recording Secretary