Minutes

I. Call to Order

Co-Chair Thrun called the meeting to order at 4:00 p.m.

II. Approval of Minutes of December 11, 2013

Zauche moved to approve the minutes as presented, seconded by Avenarius. Minutes approved

III. Announcements

Barraclough brought the attention to the continuity of the APC review; want to make sure the chair for next year knows everything there is to know about the review process.

IV. New Business (L. Riedle)

1. Proposed New Programs

   - **AG13093018:** Proposed New Program - Animal Science/Vet Tech Emphasis – The proposal will cycle through UABC and UUCC before coming to APC for a second reading.

   - **AG13093019:** Proposed New Program - Animal Science/Pre-Vet Emphasis

     Because we have only had one student we will be dropping the international emphasis and adding the Pre-Vet emphasis, this will benefit students who want to go attend vet school.

     The Vet-Tech Emphasis proposal would allow students to complete the Vet Tech program and their bachelor degree in a timely fashion; in addition complete the associate of applied science degree in order to earn both the veterinary technician certification and the bachelor degree. Students would start courses in Madison but finish at UWP. The final stage of an articulation agreement with Madison is in process. – The proposal will cycle through UABC and UUCC before coming to APC for a second reading.

   - **AG 13102207:** Proposed new program – Dairy Science Major (Requesting an Expedited Review)

     The dairy emphasis has been on campus for a long time with continued growth. This will help receive funding for additional things such as the dairy products lab. No additional classes needed and can operate on the existing budget. The next step is request to implement.
MOTION: Zauche moved to approve the expedited review of the Dairy science major, seconded by Heubschman. Motion approved.

V. Unfinished Business (J.Thrun)

1. Request for endorsement of the Health and Human Performance program into stand-alone department status (C. McCabe)
McCabe presented to APC on December 11, 2013. UABC has approved, need approval from APC.
MOTION: Zauche moved to approve a formation of a new department, seconded by Spoto. Motion approved.

2. HLC Quality Initiative Institutional Proposal
APC review is part of the Higher Learning Commission (HLC) quality initiative. APC will look towards HLC for help with collecting data.

- We need volunteers to help with the process for collecting data for Form A contact Co-Chair Thrun if interested.
- Thrun expressed concerns that different programs may have calculated the data for Form A in different ways.
- Carothers is reviewing the existing problems with Form A and the data collection issues. We need volunteers to assist him, please contact Carothers if interested.

These are the current findings:

1. APC provided data was given to less than 55% of programs in the personnel section, less than 85% of programs in the profile section, and less than 58% or programs in the budget section.

2. APC provided data was given to less than 4% for some specific data (just showing how bad this was in some cases).

3. APC provided TOTAL column for Faculty, Teaching and Non-Teaching Academic Staff and Student Credit Hours does not consistently equal the sum of the individual columns for any program.

4. APC provided data did not populate in the program provided columns as a default for the personnel and budget sections (it appeared to work in some cases in the profile section).

5. Some users treated the budget FTE columns as dollar amounts; it appears the APC data assumes these are numbers of employees (i.e. truly FTE).

6. These appear to be the programs that did not submit feedback that I can tell (all other 56 programs entered some data for at least one item): Communications Technology (this one could be eliminated) Animal Science (there was questions whether this was submitted) Social Science.

7. Number of programs entering data in the personnel section ranged from 42-
75%, profile section ranged from 60-95% (although that could be because the data was defaulting from the APC info), and budget section ranged from 47-75%.

Barraclough and Carothers will be working with campus labs to figure out what happened. If we can conclude why this happened we might go back to the chairs and verify the numbers they entered.

3. Review of Retreat Discussions
   a. Subcommittee on data confusion/sorting
   b. Subcommittee on editing Form A for next year
   c. Subcommittee working with OIT to work on Dashboard for Form A
   d. Other

The Deans were interested in credit hours related to faculty productivity level but APC reviews program level. A data point that the deans mentioned is instructional GPA.

AITC – discussion ensued about what AITC’s role is with Form B and will this committee dissolve or combine with the IT education committee. Co-Chair Thrun will let AITC chair K. Wright know that if he needs assistance, Regina and Tim could help them.

VI. Next Meeting Wednesday, February 12, 2014

VII. Adjournment

Co-Chair Thurn adjourned the meeting at 4:52 p.m.

Respectfully Submitted

Jason Thrun, Co-Chair

Lisa A Merkes-Kress, Recording Secretary
Academic Planning Council meets the second and fourth Wednesday of the month at 4:00 p.m. in the Computer Conference Room in the Markee Pioneer Student Center. The meetings are open to the public. Please Submit agenda items to Lisa Riedle no later than eight days prior to the next meeting.