Minutes

I. Call to Order
Chair Riedle called the meeting to order at 4:03 p.m.

II. Approval of Minutes of February 12, 2014
Spoto moved to approve the minutes “as corrected”, seconded by Carothers. Minutes approved

III. Announcements
1. When there is a change to an academic major such as a name change, we need to communicate that to the textbook center. With a name change, they may have to rearrange all of the books to be put in the alphabetical listing for student pick up. Discussion ensued about BI also having an issue with name changes. The last approving body should notify the Textbook Center and someone in BI; maybe create a master checklist to help.
2. A. Udelhofen would like to attend a meeting to discuss strategic enrollment management; Reidle will forward her the meeting dates.
3. Barraclough and Carothers talked with Campus Labs about the data issues, results were:
   - The data looked like we had information in the system which was provided by APC but was not in the file that was provided to Campus Labs. When Campus Labs tested the programs, false data was imputed, the new data was appended when uploaded, and in the future, this can be avoided.
   - Issues with Women Studies – the data appeared to be missing, however it was provided but was not entered, and Campus Labs is investigating why.
   - Defaulting issues – programs were actively changing the data; Carothers perception may have been default issue, he will investigate this more.
   - Business and Accounting did not enter data in Campus Labs.
   - Campus Labs overall had 97% of the data provided correct.
4. Spoto shared that the Counseling Education Program will be moving to a cost recovery program.

IV. New Business (L.Riedle)
1. Interdisciplinary programs combining into a department (M. Gormley) Table until next meeting Gormley not in attendance.
2. **HLC Accreditation** (D. Barraclough)

HLC Committee wants active communication so there will be an update per semester.

- Open forums will be in the near future, should be receiving an email letting you know when the forums will take place.

3. **Discussion of Form B** (L. Riedle & J. Thrun)

Riedle and Thrun met with the subcommittee chairs from University Academic Budget Commission (UABC), Academic Oversight Committee (AOC), Academic Information Technology Commission (AITC), Academic Standards Committee (ASC) and they have reservations about the process. Committees are not sure of their role or charge is and they would like APC to give them more structure and guidance.

- AITC feels the new IT prioritization would be more beneficial for reviewing technology or having the departments do a narrative on how they feel resources are being met and have that come directly to APC. What is technology and what does APC want to know?
- Should we pause a year with AITC and UABC? Should resources belong on Form A instead of Form B or both?
- Concerns about the committees not having expertise to accurately provide a summary.
- If AITC dissolves, should APC have a representative from the IT Prioritization Educational Technology Subcommittee? What does APC really want to know from the departments/programs?
- Possibly create a systematic process for the six year review to evaluate program views of technology in the classroom, ways to standardize, and ways to assess the effectiveness of the technology.
- For the six-year review, have the departments/programs advocate for themselves what technology they need, how they are doing, and report directly to APC and the new IT Prioritization Educational Technology Subcommittee?
- Possibly hold off on the components that are not defined and discuss possibly giving AOC the assessment of technology.

V. **Unfinished Business** (J. Thrun)

1. Program Review Readings

VI. **Next Meeting Wednesday, March 26, 2014**

1. Budget PowerPoint (C. Riedl-Farrey)

VII. **Adjournment**

Co-Chair Riedle adjourned the meeting at 5:04 p.m.

Respectfully Submitted

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