Minutes

I. Call to Order
Chair Riedle called the meeting to order at 4:02 p.m.

II. Approval of Minutes of March 12, 2014 and March 26, 2014
Spoto moved to approve the minutes of March 12, seconded by Evenson. Minutes approved. Zauche moved to approve the minutes of March 26, seconded by Stanojev. Minutes approved.

III. Announcements
1. A group met to discuss what can be done differently for the data upload for APC review.
2. Barracough has assigned some students to work on uploading student-learning outcomes into Compliance Assist; this will help with HLC accreditation because Compliance Assist feeds directly into HLC’s system.
3. The committees have submitted their evaluations; Co-Chair Thrun will have the governance office email Form B comments from the AITC and AOC to the programs under review, which started fall 2013. Each program is asked to review the statements and if desired comment or add any additional information.
4. Co-Chair Thrun will also contact the next set of programs up for APC review starting in fall 2014. Thrun will provide a brief outline of what is being asked for in the Form B review process. Additional information regarding the Form B submittals will be distributed in fall 2014.

IV. New Business (L.Riedle)
1. New Educational Studies Major (D. Leitch)
   This program would be geared towards students that want to pursue an education degree but not necessarily k-12. Leitch indicated that the major was directed, in part, toward students who were unable to meet licensure requirements. Discussion ensued about the time and work for creating a new major and approval would need to go through system. Members of the APC suggested the SOE create an emphasis or minor, which does not need system approval. Leitch will take back to the SOE for more discussion.

V. Unfinished Business
1. Remaining Questions Regarding the Budget Presentation – we can send these to Cathy Reidl-Farrey and Katie Curry.
2. Role of the AITC and UABC on Form B (J. Thrun)

FORM A—Thrun reported on the state of Form A. The data collected for Form A will be largely the same. However, the chart requesting three-year projections will become a narrative response. The process for collecting the data on Form A will dictate the parts of Form A that must be modified for next year. Barraclough has spoken to Mark Woolley to see how his area of expertise can help with the process. Discussion ensued about teaching and non-teaching academic staff, regarding how to distinguish the difference between the two in the database.

FORM B—For next year, Thrun suggested that AITC and UABC be removed from Form B. Members of the APC suggested they play a role in the annual review, which is Form A. APC will continue to analyze how, if at all, AITC and UABC fit into the six-year review AITC is developing some materials for part of the annual review. Barraclough is proposing that AOC create a more rigorous assessment of programs. Extensive discussion ensued about what the roles are of Assessment Oversight committee (AOC), APC, and Academic Standards Committee (ASC).

VI. Additional Business

1. Charge from Faculty Senate on Establishing Program Prioritization Metrics (L. Riedle)
   Faculty senate has charged APC with the following:
   • Develop a rubric to be vetted by faculty senate and others to prioritize and evaluate programs, with a draft to be ready in the fall for vetting.
   • Propose a timeline, to come back with the draft of a rubric in fall of 2014 and discuss what the next steps would be after the rubric has been developed.

2. Committee of the Whole and Other Options (L. Riedle)
   With many members’ terms ending in May 2014 and the review process not complete, the concern is that APC will lose too many people who played a fundamental role in restructuring the APC review process. Some committee members have expressed an interest in creating a sub-committee that would include new members and the prior members with a task of finalizing the review process and creating the rubric and timeline for program prioritization and evaluation. This topic will be discussed at the next meeting.

VII. Next Meeting Wednesday, April 23, 2014

VIII. Adjournment
   Co-Chair Riedle adjourned the meeting at 5:12 p.m.

Respectfully Submitted
Lisa Riedle and Jason Thrun, Co-Chairs

Lisa A Merkes-Kress, Recording Secretary