MINUTES

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

II. Approval of Minutes of April 10, 2013
Zauche moved to approve the minutes, seconded by Carothers. Minutes approved.

III. Approval of the Agenda
Masson moved to approve agenda, seconded by Carothers. Agenda approved.

IV. Announcements (L. Riedle)

1. Creating end of year summary for Faculty Senate
Faculty Senate has requested the yearly summary and it is being worked on. Chair Riedle is also working on summary of action items for the year.

V. New Business

1. Review of Faculty Senate discussion April 23, 2013
Faculty Senate endorsed our concept to move forward. Business Intelligence will be presenting a demo showing form A in 1320 Ullsvik at 3:00 p.m. April 25, 2013.

2. Rotation Cycle – five year, six year, which program, which year?
Engineering will be up for review, therefore having Engineering be one of the first to test the system. To follow the accreditation cycle and review fewer programs each year, a six-year cycle was discussed instead of five year. Some programs were removed because they didn’t fit the same structure. If a program does not have a major or
minor these are not being reviewed. Every program is to be reviewed annually.

Much discussion about what programs and courses should be reviewed:

a. Should masters programs be reviewed by APC or graduate council; Should APC review the library, communications and sociology, and non-instructional courses?
b. Should masters programs go through all the other committees?
c. Should library have a customized review if we review?
d. Is competency & general education falling through the cracks?
e. Should UUCC be charged with general education reviews?
f. Are general education courses accomplishing their goals?
g. Should general education courses be reviewed after HLC?
h. Should another committee be created just for general education reviews?

Graduate council will be discussed at the May 8, 2013 meeting.

Motion: Zauche moved that any instructional course offered for credit needs to go through short term and long-term review, seconded by Spoto. Motion approved

VI. Unfinished Business (J. Thurn)

Not enough time to discuss unfinished business; will discuss at the next meeting.

1. Items to finish

a. Review process timeline
b. Final draft of review forms (annual and in-depth)
c. Directions for programs to follow

VII. Adjournment

Chair Riedle adjourned meeting at 5:07 p.m.

Respectfully submitted,

Lisa Merkes-Kress, Recording Secretary

Academic Planning Council meets the second and fourth Tuesday of the month at 4:00 p.m. in the Bears Den conference room in the Markee Pioneer Student Center. The meetings are open to the public. Please Submit agenda items to Lisa Riedle riedle@uwplatt.edu no later than eight days prior to the next meeting.
<table>
<thead>
<tr>
<th>WHAT</th>
<th>WHO</th>
<th>ACTION</th>
<th>DUE</th>
<th>DONE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Review forms</td>
<td>All</td>
<td>Complete draft to present to faculty senate</td>
<td>April 23, 2013</td>
<td>☒</td>
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<tr>
<td>Meeting April 17</td>
<td>Lisa Riedle</td>
<td>Reserve a room for this meeting</td>
<td>ASAP</td>
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<tr>
<td>Graduate Council</td>
<td>All</td>
<td>What will their responsibility be</td>
<td>May 8, 2013</td>
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