September 25, 1997

**Members present:** R. Calcaterra, T. Ceylan, S. Kleisath, J. Krogman, M. Muslu, B. Parsons, S. Pink, S. Price, J. Simonson, R. Spoto.

**Other attendees:** R. Curtis

1. Vice Chancellor R. Curtis convened the meeting at 4:08 p.m. in 320 Brigham Hall. The first item on the agenda was election of officers for 1997-1998.

   J. Krogman was nominated by T. Ceylan for chairperson. J. Simonson moved and S. Price seconded that nominations be closed and a unanimous ballot be cast for J. Krogman; the motion was passed without dissent.

   S. Kleisath was nominated by T. Ceylan for vice chairperson; S. Kleisath was elected without dissent.

   It was decided that minutes will be taken by APC members on a rotating basis; J. Simonson volunteered to record today's minutes. It was also decided that minutes are to be typed in Word Perfect on a compact disc to facilitate their placement on the University's computer system.

2. Vice Chancellor R. Curtis reported on the "four-year graduates contract," proposal. The UW Board of Regents passed a resolution last year mandating that students be accorded the option of signing an agreement guaranteeing them graduation within four years, provided contract conditions are fulfilled. The Vice Chancellor circulated a brochure and sample contract from UW-Madison.

   T. Ceylan asked who are to be parties to the agreement. The Vice Chancellor said the agreement is between the university and individual students. The four-year contract is partly political, partly marketing, and partly an attempt to reduce the time to graduation. In fact, not many students take advantage of the contract. The Vice Chancellor and APC chair will provide copies of the sample contract to APC members, and discussion of the proposal will be placed on the agenda for the October 9th meeting.

3. Vice Chancellor Curtis identified the academic programs scheduled for audit and review by the APC during 1997-1998. They include Music, Criminal Justice, History, Reclamation, English, Teacher Education, Counsellor Education, and Ethnic Studies. Last year's APC chairperson, S. Becker, sent audit and review guidelines to the departments housing those programs.

   Some discussion followed regarding the audit and review procedures. J. Simonson asked if the four assessment questions included in the procedures four years ago are still included; the Vice Chancellor indicated that they are. The Vice Chancellor inquired whether it might not be appropriate for the APC to make
recommendations regarding audit and review findings. While B. Parsons noted that the APC's questions asked during the audit and review process constitute implicit recommendations, some members of the APC expressed the opinion that explicit recommendations may also be in order in some situations. It was decided that further discussion of audit and review procedures are to be placed on next meeting's agenda and, if any modifications are to be made, they must be made soon.

4. J. Simonson reminded the members that the APC is expected to appoint a representative to the University's Assessment Oversight Committee, and volunteered for that position. He was appointed.

R. Calcaterra moved and S. Kleisath seconded a motion to adjourn. The motion was passed without dissent at 4:35 p.m.

J. Simonson,

Secretary du jour