October 9, 1997


1. Krogman called the meeting to order at 4:06 p.m. Pink volunteered to record today's minutes.
2. Ceylan moved, Spoto seconded to approve the minutes of the 9-25-97 meeting.
3. Committee membership and future meeting dates - Krogman provided a handout containing this information. There are currently 3 unfilled positions.
4. Four year graduation contract - Handouts were provided about UW-Madison's and UW-Milwaukee's initiatives.

- Discussion ensued concerning getting clarification from the Faculty Senate as to APC's charge in this matter, who is mandating this initiative, and where does student input come in this process. The Board of Regents wants campus' to explore the feasibility of doing these contracts and the Senate wants APC to propose UWP's version for their review and possible approval. The committee tended to agree that for political reasons, marketing purposes, and potential program review benefits it would be wise for UWP to have this initiative. Each of the three Senates would have the opportunity to review and endorse the contract before it is formally adopted for campus use.

- Krogman suggested we each modify the Madison and Milwaukee initiatives and send any changes and suggestions to him in one week. He will then compile this information and bring a rough draft to the next APC meeting.

5. Requirements for APC Self-Study reports - Krogman handed out the most recent copy of the requirements for departmental review.
   o A concern was voiced that the guidelines were set for the typical academic department and were not appropriate for some programs. It was noted that the opening paragraph accepts deviations from the stated format. It was decided that if a review needed to deviate from the given format that the APC liaison would give the committee advance notice.
   o Also, discussion followed about Proposed Procedure number 10. This resulted in a change to that step as follows:

Old version - "The APC reports to the Vice Chancellor. The APC in consultation with the department might request an external reviewer for a department at this time if appropriate."
Revised version - "10. Furthermore, the APC will forward the self-studies to the Vice Chancellor along with any recommendations. The APC in consultation with the department might request an external reviewer for a department at this time if appropriate."
o Kleisath moved and Calcaterra seconded to accept the document. The motion passed without dissent.

6. **Appointment of liaisons for program reviews**

   Music - Kleisath  
   English - Calcaterra  
   Criminal Justice - Pink  
   Counselor Education - Simonson  
   History - Ceylan  
   Teacher Education - Price  
   Reclamation - Spoto  
   Ethnic Studies - Nimocks

7. It was asked if a member needs to miss a meeting should s/he contact the chair or find a replacement. It was noted that one can designate a substitute.

8. Ceylan moved and Kleisath seconded to adjourn at 4:47 p.m. Motion carried unanimously.

S. Pink

Secretary du jour