February 12, 1998

Members Present: R. Calcaterra, T. Ceylan, S. Kleisath, J. Krogman (chair), M. Nimocks, S. Pink, S. Price, R. Spoto, T. Waters (for J. Simonson), R. Curtis (provost), R. Gunser (AITC), M. Muslu (UABC), B. Parsons (UCCC)

Guests: R. Waugh

1. The meeting was called to order just after 4:00 p.m.
2. Krogman announced that the APC Website is almost operational and he anticipates it will be ready by the next meeting.
3. The College of BILSA is seeking permission to plan a major in horticulture. Copies of the proposal were circulated and the council will examine the document at its February 26 meeting.
4. Ceylan introduced and Kleisath seconded a motion to approve the minutes of the January 22 meeting. Parsons noted that Charlotte Stokes, although present at the meeting, had nothing to do with the major in software engineering. The minutes with this correction were approved on a voice vote.
5. A brief overview of the audit and review procedure was given. Each review will proceed in the following manner: (a) comments by the program head, (b) comments by the coordinator, and (c) questions from the members of the council. Coordinators should request program heads to provide Krogman with 20 copies of their report. He will see that these are distributed to the members of the council.
6. Rich Waugh discussed planned revisions in the geography, geology, and environmental earth science programs. Developments in these disciplines and the replacement of retired faculty with others having different specializations has created a need to revise these programs. Three new courses will be introduced into the geology minor in place of others and the name of the environmental earth science minor will be changed to environmental science to reflect an increased emphasis on environmental issues and a decreased emphasis on geology. Ceylan moved to approve the proposal. The motion was seconded by Nimocks and passed on a voice vote.
7. The Four Year Graduation Guaranty was passed by the Faculty Senate with minor modifications. It was moved by Ceylan that the APC draft a letter to all individuals who are responsible for coordinating a major program on campus. The letter would inform them of the guaranty and request them to respond to the APC by April 1 if they thought the guaranty would be inappropriate for their majors. Any requests for exemption would need to be justified and would require the approval of the APC. The motion was seconded by Kleisath and passed on a voice vote.
8. A motion to adjourn was introduced by Kleisath and seconded by Ceylan. The meeting adjourned at about 4:40 p.m.

Submitted by Robert Calcaterra