ACADEMIC PLANNING COUNCIL MINUTES
Meeting of April 20, 2000

Present  K. Buttry (Chair), C.S. Butts, T. Ceylan, S. Kleisath, M. Nimocks, B. Parsons, R. Spoto,
           K. Tigerman, J. Wurtzler

Visitor  G. Smith

The meeting came to order at 4:05 p.m. Additional agenda item: Two proposed changes in
Communication Technologies Management.

Butts announced that UWP has allocated $20,000 for faculty members who will write a proposal for a
federal grant during the summer of 2000. The proposals must be ready by 8-15-2000. After meeting
with the Deans on April 24, an application form will be developed. Some other UW campuses (e.g.,
UW-Whitewater) have been quite successful with federal grants. Reviewers from these campuses will
be available to provide feedback for improvement. If the first grant proposals are not successful, she
hopes that the subsequent attempts will be more successful after reading reviews, revising, and
resubmitting.

Tigerman moved and Spoto seconded to approve the minutes from the 3-23-2000 meeting. Motion
carried. The minutes from the 4-6-2000 meeting will be an agenda item for the next meeting.

Parsons moved and Spoto seconded to recommend the continuation of all the programs reviewed by
the APC this year to the UW System. Motion carried.

Tigerman made the following motion: We urge the College of EMS to be in touch with the
Improvement of Teaching Committee regarding oral and written communication skills of their majors,
and to report back to the APC at the end of the next academic year with respect to these issues.
Nimocks seconded. Discussion followed. After the motion was retracted, Kleisath made a substitute
motion that the engineering programs review oral and written communication skills of their majors and
report back to the APC by 4-15-2000. Parsons seconded. Motion carried.

Staffing needs in Biology were discussed. There was agreement that additional help is necessary due to
heavy teaching loads and staffing difficulties. Spoto moved to recommend that two positions be added
to Biology to address their staffing problem. Tigerman seconded. Motion carried.

Evenson moved and Parsons seconded to reiterate the need for a tenure-line German position in
Foreign Languages. Motion carried.

The Karrmann Library needs were discussed. There was agreement that additional resources are
necessary. Tigerman moved and Nimocks seconded to recommend increased budget for the
Karrmann Library to keep up with actual costs for print materials (e.g., books and journals) to support
the university programs. Motion carried.
Since she attends meetings in Madison on most Thursdays, Butts asked if the APC could meet on a different day in 2000-01. After discussion, Parsons moved and Tigerman seconded that in 2000-01 the APC meet on the two Wednesdays each month when the UUCC does not meet. Motion carried.

Butts distributed a copy of the December 1999 UW System Guidelines for “Academic Planning and Program Review” and asked the APC to review the document to bring our guidelines in line with the System guidelines. She specifically mentioned page 9 as an example. This issue will be dealt with when the APC meets in September, 2000.

After discussion, the APC members agreed that in the future we should discuss each program review immediately after the review, list strengths/concerns/needs, and put them in the minutes while they are still fresh on our minds. To have the full picture first, final recommendations will still be made after all the programs are reviewed for the year.

Buttry gave a list of the APC actions he plans to report to the Faculty Senate: major in Ornamental Horticulture, recommendation on a tenure-line position in German, guidelines for the Chancellor’s Plan, and the Master of Engineering Program. Today’s recommendations by the APC will need to be added to the list.

The APC members received the “Credit Rate Productions” reports for the three colleges. Butts gave the numbers for the “% of Time Teaching” column for the College of EMS faculty/staff in Fall 1999. Tigerman asked why the figures for Women’s Studies and Ethnic Studies don’t appear in the report. Butts will contact the Dean on this issue.

Smith provided information on the two proposed changes in Communication Technologies Management (CTM) and answered questions. The CTM Program proposes to offer a minor in Public Relations and to change the title of the CTM Major to “Communication Technologies”. The second consideration of the proposed changes by the UUCC will be in May, 2000. It was felt that the APC should deal with this issue in Fall 2000 with proper documentation. No action was taken.

Nimocks indicated that Branson would like to make the SCH figures an agenda item for Fall 2000. A document would be helpful in starting a discussion on this issue.

Kleisath moved and Parsons seconded to adjourn. Motion carried. The meeting was adjourned at 5:28 p.m..

Respectfully submitted,

Tamer Ceylan