Academic Planning Council Minutes
Wednesday October 27th, 2004
Members present: Jean Scheppers, Ben Collins, Carmen Faymonville, Susan Hansen, Donna Perkins, Jason Thrun, Kevin Bernhardt, John Berg (for Karrmann Library), Provost Carol Sue Butts, Tom Nelson
Also Present: Patricia Bromley, Dan Fairchild

1. Tom moved and Carmen 2nd to approve the minutes as amended. Motion Passed
2. Announcements:
   a. Jean asked that we all use the same format for minutes.
   b. Those wanting an email listing of all APC members should email Jean with the request.
   c. All minutes should be saved as a dated file name in the form APC xx-xx-xx. For example, these minutes will be saved as APC 10-27-04.
   d. The Nov. 10th Teacher Ed/Counselor Ed self study will be made available electronically. No hard copies will be distributed
3. Discussion on academic planning on campus, campus mission statement, and APC’s role.
   a. Carmen led off a discussion of what APC’s role is in campus planning and mission based on the APC bylaws. It appeared that APC has not recently followed the stated bylaws. The Provost noted that campus planning generally begins in the spring. According to the bylaws the plan is to go to the APC for comment and recommendation. Recently, the plan has not come to APC, but has been brought before the Faculty Senate. The campus mission statement also has not in the recent past included a stop at APC. However, it has been through a thorough process of examination by groups inside and outside of campus. It was agreed that we further examine APC’s role and engage APC in the process as appropriate. Carmen agreed to continue her efforts in evaluating APC’s role for future discussion
4. Name change of Department of Communication Technologies Graphics minor to Imaging Media Emphasis.
   a. The department changed the emphasis name last spring. The paperwork for the emphasis change was provided to APC. The department also has a minor by the same name and at the last APC meeting a change of name for the minor was requested, but no documentation was provided. A discussion ensued as to what is the appropriate documentation, and there was no clear answer to the question. Ben Collins agreed to investigate UUCC documentation.
   b. Kevin moved and Tom 2nd to approve the minor name change. Motion approved.
5. Re-review of the Music self-study
   a. Tom Nelson, program coordinator, presented the Music self-study. Tom noted that the initial APC evaluation on February 10, 2003 found the program to be strong with a dedicated faculty and talented students. Weaknesses noted in the original report were a need for additional faculty to handle additional music appreciation courses and the recording studio. As the initial report did not meet quality standards, the Music department was asked to revise. The revised report was made available prior to this meeting of APC.
b. Tom noted that the follow-up review still showed a strong program that serves the mission of the university. Tom recommended that the Music program self study report be accepted.

c. Donna Perkins asked questions about the performing and student organizations, nationally recognized organizations, and the new curriculum plan that Music has been working on.

   i. Dan Fairchild responded that the performing organizations are student organizations such as band, music theatre, ensemble, etc.
   ii. Dan noted that the nationally recognized organizations are professional organizations.
   iii. To the question of curriculum development, Dan responded that the music faculty has been working since last summer on curricular issues. He noted that the program has a strong traditional base of music instruction, but that the department needed to improve in areas of music technology and diversity. Donna noted that this is where the Chancellor’s academic plan needs to link up with campus programs. That is, there is no need for the Music department to spend valuable time on curricular development that might take 2-3 more faculty if it is not in the long-range plan at the university level to obtain the additional Music faculty. Carmen noted that a more direct feedback system is needed to assure the communication of department plans and goals, university mission and long-range plans, and APC reviews.

d. Carmen asked Dan if the Music department had a process of post-tenure review and noted that there were not many publications listed. Dan explained that scholarly activity in music does not often take the form of publications so much as in musical performances and activities, of which there are many by the Music department faculty.

e. Bernhardt moved and Perkins 2nd to approve the Music department self-study. Motion passed.

6. General discussion about the self-study process.

   a. Several questions were asked about the self study process such as when departments get feedback from APC, the level of involvement by faculty in a department versus just the chair, and what information APC should be asking for from the Dean of the college.

      i. Tom noted that the past procedure by APC was to wait until all reviews were done for the year and then write a report. The reason for waiting was to hear from all reporting departments before making any recommendations.

7. Carmen moved and Donna 2nd to adjourn.