Academic Planning Council Minutes  
Wednesday Nov 10, 2004

**Members present:** Kevin Bernhardt, Ben Collins, Carmen Faymonville, Mesut Muslu, Jon Musselman (for Karrmann Library), Tom Nelson, Donna Perkins, Jean Scheppers, Ray Spoto, Jason Thrun, and Provost Carol Sue Butts.

**Also Present:** Dominic Barraclough, Kimberly Tuescher, and Assoc. Vice Chancellor David VanBuren.

1. Approval of the Agenda  
   Agenda was approved as distributed

2. Approval of the minutes  
   The minutes of the Oct. 27th meeting was approved as distributed.

3. Announcements  
   a. B. Collins wanted a clarification on which body approves the new majors and the name change of a program. It was stated that APC approves them and sends them to UUCC for information.
   b. A. Bunte, director of the School of Education, is hospitalized. She has asked that the APC review of Teacher Education (BS and MS) be delayed. APC postponed the review to May 11th meeting.
   c. K. Bernhardt indicated that D. Fairchild requested the APC review of the Arts program be delayed due to several fine arts programs being scheduled for review one after another. APC postponed the review of Art program to May 11th meeting.
   d. Provost Butts restated the importance of trying to attract women and minorities to UWP. She has explained the process that was used to develop the addition to the current position advertisements. She has indicated that Shane Drefcinski, Lisa Riedle, and Beth Frieders will help modify the wording in the ad. The basic idea is to identify and eliminate possible roadblocks for prospective qualified candidates. Ray Spoto stated that the faculty is indeed not adequately consulted on this issue and indicated that the addition may have exactly the opposite effect. It may discourage rather than encourage potential qualified candidates. Ray also indicated that low salaries are the main reason for UWP not being successful in attracting qualified women and minorities.

Review of Counselor Education Program  
Faymonville, the APC coordinator for Counselor Education Program, asked Tuescher to give an overview of the self-study. Tuescher went over the report highlighting the important parts. She has indicated that she is the only faculty from the last APC review. With the new faculty, the entire Counselor Education Program has been redesigned in the last 3-4 years, including its mission, goals and objectives. She has indicated that the review also included the compliance with DPI and NCATE requirements. She indicated that faculty turnover is a problem and that they will be searching for 2 new faculty next year. Faymonville indicated that faculty turnover
and not being able to fill open positions were indicated as concerns in the faculty response to the questionnaire. Bernhardt indicated that over the years the number of students in the program seems to be increasing where the number of faculty seems decreasing. Discussion followed on the difficulties encountered to fill the open positions in the program.

Tuescher also talked about the assessment tools and explained the matrix of courses and standards used. Provost commented that the matrix developed for courses and standards of training was wonderful and suggested that a matrix of objectives versus assessment tools would be very helpful. Nelson indicated that some of the program objectives should be measurable. The program objectives also need to be assessed just like standards.

Tuescher stated that graduates from the program are sought after and placements rate is very high. Muslu commented that the placement of graduates in their field is a good measure of the need for the program. Muslu also suggested that the program collect and use this data as a part of its assessment efforts. It was also suggested that the program may need to form an external advisory committee.

Master’s Dean of the Graduate School summarized the strengths and weaknesses of the program from his perspective. The principal strength is clearly the quality of the faculty. He pointed out that faculty is actively involved with the design of the new curriculum. Faculty turnover is the main weakness. It was suggested that in the long term, “home grown faculty” may be a good solution. Muslu asked if the main problem is inadequate number of position in the program or not being able to fill the open positions? Tuescher indicated that the number of positions currently is adequate and the problem is turnover and not being able to fill the open positions.

Muslu asked if 48-credit requirement is typical for similar programs in the nation. Barraclough indicated that programs that have clinical component such as what we have at UWP require about 48 credits for a master degree.

Faymonville indicated that the self-study and presentation reflects her evaluation of the Counselor Education Program and she does not have anything to add.

Provost congratulated Tuescher and Barraclough for a well-written self study. APC members stated that it was an excellent presentation as well. The following were the summary of APC comments/recommendations for the Counselor Education Program:

a) External advisory committee may be formed.
b) Placement data may be collected as a part of program assessment.
c) Goals vs. assessment tools matrix needs to be developed.
d) Some of the objectives need to be measurable.

Meeting was adjourned at 5:25 p.m.