Academic Planning Council Minutes  
December 8, 2004

Present: Carmen Faymonville, Susan Hansen, Mesut Muslu, Tom Nelson, Donna Perkins, Jean Scheppers, Ray Spoto and Provost Carol Sue Butts.

Approval of Agenda: the agenda was approved as distributed

Approval of Minutes: the minutes of the Nov 10 meeting were approved as amended. Amendments were as follows:

Misspelling of the words qualified, tools, principle and Master’s were noted. The reference to the Associate Vice chancellor was changed to Dean of the Graduate School. Changes will be made to the electronic copy before they are forwarded to the webmaster.

Motion to approve: Tom Nelson
Seconded: Carmen Faymonville

Announcements: Some APC members have received SCH, and FTE information from some units. It was clarified that this information was supposed to be forwarded to the Chancellor. Carol Sue had requested that the Deans begin gathering SCH and FTE information in anticipation of APC’s request for the Chancellor’s plan.

Review of Chancellor’s Plan: Much discussion ensued regarding this document. The committee discussed what information the APC would need to effectively review the trends in majors, departments, and colleges. To truly assess how resources should be allocated, the committee agreed that many different measures should be utilized. These measures should include SCH, FTE, contact hours, and trends in faculty vs teaching academic staff. In addition, Ray Spoto recommended that the APC should coordinate with other constituencies such as the University Budget committee on campus by meeting with them to coordinate and gather data. Regarding the Guidelines for a Chancellor’s Academic Plan, the document should be modified as attached. Section One would focus on current staffing needs based on the past 5 year’s trends. Section Two would discuss a short-term academic plan and section three would outline a long-range academic plan.

Move to adjourn: Tom Nelson
Seconded: Mesut Muslu