Academic Planning Council Meeting Minutes  
Wednesday, April 22, 2009

Members present: Carol Sue Butts, Chuck Cornett, Christina Curras, Mike Dalecki, Bernie Harris, Mark Meyers, Adam Stanley, Jason Thrun, Kay Young

The meeting was called to order at 4:10 p.m.

Announcements
Provost Butts indicated that next year APC will likely need to address the status of emphases and concentrations within major programs due to ongoing budget concerns.

Approval of Minutes
Curras moved to approve the minutes for April 8. Seconded by Thrun. Motion carried.

Old Business
By consensus, the committee decided to utilize the shorter of the two program summaries for Chemistry as well as for Industrial Studies.

New Business
Honors Program
Stanley provided an update on the shelving of the Honors Program, indicating that Nancy Turner had chosen not to submit a self-study or address the committee at the present time. Instead, she plans to return to APC once the budgetary problems have receded in order to request reinstatement and revamping of the program at that time. Provost Butts confirmed that a shelved program can indeed request reinstatement at any time, and that she would encourage the Honors Program’s return to APC when the financial climate has improved.

The committee acknowledged the university’s decision to shelve the Honors Program outside the purview of APC.

2008-2009 APC Summary
No substantive changes were made to the 2008-2009 program summaries.

Modifications to APC Self-Study Report Procedure
Discussion revolved around re-wording item 9 to read: “The program chair makes a brief summary presentation—approximately 10-20 minutes—to the full APC highlighting the program’s strengths and opportunities. The chair should use electronic means (such as PowerPoint) to enhance his/her presentation. There will also be a question and answer session following the chair’s summary presentation.”

Motion to approve the re-wording made by Curras. Seconded by Dalecki. Motion carried.

Modifications to Guidelines for Program Self-Study Review
Discussion focused on possible changes to the faculty questionnaire. The new proposed questionnaire would read: 1) Did the Self-Study correctly represent the state of the
program as you see it? If not, why not? 2) Identify your appointment as faculty or academic staff, full- or part-time; 3) Do you have any other comments?

Motion to approve these changes made by Cornett. Seconded by Dalecki. Motion carried.

APC schedule for 2009-2010
Lists of continuing committee members as well as programs to be reviewed for 2009-2010 were distributed. APC coordinators were assigned for the following programs: Criminal Justice [B.S.] (Harris); History (Stanley); Women’s Studies (Meyers); Reclamation, Environment, and Conservation (Thrun); Animal Science (Cornett). Coordinators will be assigned to the remaining programs in Fall 2009.

Other
As an outgoing committee member, Dalecki asked APC to monitor the potential de facto elimination of minors due to budget cuts and cancellation of low-enrolled classes, noting that there was a danger that minor programs could be unintentionally harmed by repeated cancellations of advanced courses that do not meet the 20-student enrollment figure.

The committee commended Meyers for his performance as committee chair this year.

Meeting adjourned at 5:10 p.m.

Respectfully submitted,
Adam Stanley