Academic Planning Council
Minutes
Wednesday September 10, 2008

Members Present: Mark Meyers, Christina Curras, Adam Stanley, Jason Thrun, Chuck Cornett, Kay Young, Carol Sue Butts.

1. Provost Butts called the meeting to order at 4:00 p.m.

2. Introductions/Secretary. Mark Meyers recorded the minutes.

3. Meeting Agenda. The Meeting Agenda was followed as Provost Butts discussed the following topics in general:
   - Duties and Purpose of the APC
   - Composition of the APC
   - Membership of the APC
   - Meeting Dates and Assignments
   - APC Program Review Cycle
   - APC Self-Study Report Procedure
   - Guidelines for a Program Self-Study
   - The Program Data Sheet

These documents are available online at: http://www.uwplatt.edu/committees/apc/

Items of discussion regarding these topics included the following:

- **APC Membership.** Kay Young is the Library Representative.

- **APC Program Review Cycle.** The Chemistry Program is on a 5-year accreditation cycle and would like the APC Chemistry Program Review to coincide with the Chemistry Program Accreditation Review. The Chemistry Program was removed from the 2014-2015 APC Program Review Cycle and added to the 2013-2014 APC Program Review Cycle, preferably in the Fall of 2013.

- **APC Meeting Dates and Assignments.** The Chemistry Program did not receive the Program Data Sheet early enough to allow them to complete their Self-Study by the required time. During the discussion of when to reassign the Chemistry Program APC Review, Jason Thrun indicated that the schedule this year appeared to include more program reviews than in past years when Jason was on APC. One reason for
this was that the Continuing Education Review was moved from 2007-2008 to 2008-2009 at their request. It was agreed to move the Women’s Studies APC Review to the 2009-2010 year. This will allow the Chemistry Review to occur on March 25, 2009. Chemistry also requested that the APC review their facilities; the Chemistry tour will occur on March 11, 2009. A final change has Rob Cramer and Cathy Riedl-Ferrey coming to the September 24, 2008 APC meeting to discuss University Funding and Position Control.

Jason Thrun will be the APC Coordinator for the Continuing Education APC Review. Adam Stanley will be the APC Coordinator for the Communication Technologies Program Review. Chuck Cornett will be the APC Coordinator for the Industrial Technology Management Review. Other APC Coordinator assignments remained unchanged. The new schedule will be placed on the APC website.

4. Selection of Chair. Mark Meyers was selected as Chair.

5. APC Self-Study Report Procedure. As per the APC Self-Study Report Procedure, Mark Meyers will contact the programs being reviewed in Spring 2009 to notify them that their program is being reviewed and that a Self-Study Report needs to be prepared in accordance with the APC guidelines.

6. The next meeting is Wednesday September 24, 4:00-5:00 PM in Room 1510 Ullsvik Hall. Rob Cramer and Cathy Riedl-Ferrey will discuss University Funding and Position Control.

7. Meeting adjourned at 4:45 pm.

Respectfully Submitted by Mark S. Meyers.