Committee on Academic Programs and Continuing Education (APACE)

MINUTES OF NOVEMBER 10, 1998


Also attending: Jim Bohanan.

The meeting was called to order at 3:05 p.m. in Room 315, Alumni Hall by Chair, John Newman.

Minutes of the October 13, 1998 Meeting

On a motion by Ellen Taylor, seconded by Carol Winkler, the minutes of the October 13, 1998 meeting were approved as presented.

Additional Subcommittee Appointments

John Newman advised about two additional subcommittee appointments. Mark Reed, Department of Criminal Justice, was added to the Undergraduate Council and Lynee Gaillet, Department of English, was added to the Assessment Subcommittee. On a motion by Carol Winkler, seconded by Ellen Taylor, the appointments were unanimously approved by the committee.

Strategic Action Planning Committee Report

Carol Winkler distributed additional copies of the October 26 draft of the 1998 Action Plan for the Strategic Plan and discussed the suggested changes that were made at the November 10 meeting of the Strategic Action Planning Subcommittee. The items added or discussed related to the 1999 Action Plan Narrative included: (1) a bold priority for 1999 about developing ways to increase enrollment that was reduced by semester conversion; (2) adding additional emphasis to the priorities for academic programs and research; and (3) adding that the Master Plan for Facilities will now be reviewed by the full University Senate.

Items recommended in the Action Plan by the Strategic Action Planning Subcommittee included: (1) suggestions that benchmarks be added to measure improvements in research efforts; (2) that the Writing Across the Curriculum initiative be expanded to become Communication Across the Curriculum as recommended by SACS; (3) that actions plans be developed to measure improvements in enhancements for faculty diversity, and (4) that a benefits study with comparable institutions be undertaken to measure faculty and staff compensation inequities.

After a lengthy discussion about various planning issues, it was agreed that Carol Winkler would give an oral report to the Planning and Development Committee about some of the sentiments of the committee related to the Action Plan for the Strategic Plan.

Procedure for Conducting Program Planning and Study Policy

Tim Crimmins presented the draft procedures for Conducting Program Planning and Study Policy and the Template for Academic Program Review Self Study revised by a subcommittee of Detmar Straub, Judy Wold and Tim Crimmins. After discussion, suggested modifications were: (1) include the procedures for the membership makeup of the Academic Program Review Subcommittee; (2) provide that the Program Review Self Study narrative summary document be a concise statement of approximately 20 pages; (3) that information for course syllabi be presented for courses not sections of each course; (4) that comparative cost data be provided for like academic departments; and (5) that the program areas calling for surveys may be more broadly interpreted to include focus groups and other types of input data. Tim Crimmins moved, seconded by Bill Rushing, that the documents be approved with the suggested amendments. The committee unanimously approved the revised documents.

There being no additional business, the meeting was adjourned at 4:35 p.m.

James Bohanan, Recorder