The Chair, John Newman, called the meeting to order at 3:05 pm.

The Minutes from the September 2002 meeting were approved.

At the request of the Executive Committee the draft document, “Senate Committee Composition Review,” was discussed. Among the items discussed was the relation between the size of the committee and its mission, attendance and/or participation by designated administrative members, such as Associate Deans and administrative staff whose functions support the work of APACE. The workload of APACE relative to the number of members is generally appropriate, although mention was made of adequate representation by some of the smaller colleges on the various APACE subcommittees.

Crawford Elliott presented an overview of the Academic Program Review Committee’s work, including reviews in progress and those anticipated in the near future. It is likely that the Astronomy & Physics review report will be completed in time for the November meeting of APACE. Also, APRC is working on revisions to the template for program self-study, as well as the relation between accreditation and program review.

The Undergraduate Council elected Nanette Commander as Chair. The Undergraduate Council will review a proposal from Criminal Justice to add a course to the Core Curriculum.

The Writing Across the Curriculum Committee hopes to have proposed guidelines for WAC courses presented at the November APACE Meeting.

The meeting was adjourned at 3:45 pm.