Senate Committee on Academic Programs (formerly APACE)
April 28, 2005

Present:  Jeff Ashby  Michelle Brattain  A. Faye Borthick
Margo Brinton  Laura Burtle  Dean Dabney
Denise Donnelly  Irene Duhaime  Crawford Elliott
Jim Emshoff  Michael Eriksen  Sally Fowler
Shelby Frost  Cecelia Grindel  Yu-Sheng Hsu
Carrie Manning  Valerie Miller  George Pullman
Bruce Pilling  Cora Presley  Don Reitzes
Mary Shoffner  Sara Weigle  Tim Renick

Approval of Minutes
The minutes of the April 14, 2005 meeting were approved as corrected.  (typo on last page)

Election of 2005-2006 Committee Chair
Tim Renick was unanimously reelected Committee Chair for the 2005-06 Academic Year.  Tim accepted
and thanked the committee members for their vote of confidence in his leadership.  He cautioned he has
requested a leave of absence Spring term (2006) and indicated a substitute chair would have to be chosen if
his leave were approved.

Discussion of Committee Charge and Subcommittee Assignments
The duties of the Committee on Academic Programs include the following:
  1. developing long-range plans for the academic affairs of the University;
  2. reviewing and recommending university policies and proposals concerning curricula, new and existing
     academic programs, the deactivation and termination of academic programs, the core curriculum, and
     continuing education;
  3. assessing academic programs and general education;
  4. approving courses having a university-wide designation;
  5. advising the Provost and Vice President for Academic Affairs on graduate and undergraduate matters,
     including the promotion, development, and coordination of graduate and undergraduate education

The standing subcommittees are:
  1. Graduate Council- chaired by Dean Dabney and meets when  business is brought forward such as
     proposals regarding new graduate programs and graduate certificate programs.
  2. Undergraduate Council – chaired by Sara Weigle, same as Graduate Council, but deals with
     Undergraduate programs involving changes in the core curriculum
     Meets and reviews the self study of programs under review.  Tim indicated any CAP member could be
     asked to help with the three-person review teams.  There are several program review reports coming
down the pipeline this year.
  4. Assessment – chaired by Harry Dangel.  Their task is to evaluate student learning and outcomes in
     core courses.
  5. Writing Across the Curriculum – Chaired by George Pullman.  Meets once a year.  Majority of
business last year was completed by email.

A list was circulated soliciting volunteers to serve on the Graduate Council, Undergraduate Council and Academic Program Review subcommittees. Members of the Assessment and Writing Across the Curriculum subcommittees are appointed by the Provost.

CAP meetings are scheduled once a month on Tuesdays at 3:00 p.m. Tim indicated he would be willing to shift the meetings if there was a need. If there is no business to discussed, meetings will be cancelled.

The meeting was adjourned.

*Minutes prepared by Wanda Taylor*