

Academic Program Review Council

Minutes of September 12, 2012. 10:00-10:50 am, Swenson 2005

Members Present: Jacobs; Rosenberg; Stocker.

Excused: Li (class conflict)

1. Welcome and Orientation to APRC: New member Rosenberg was welcomed.

2. Announcements:

(a) Election of officers for 2012-13: Jacobs agreed to continue serving as chair; Rosenberg agreed to serve as secretary.

(b) DBE is in its first year of the 2-year review process this year.

(c) Distance Learning will not be reviewed by APRC since it is not an academic department.

(d) Natural Sciences review was received May 24, 2012. A hybrid SSCI-APR template was used.

3. Revision of meeting schedules:

Mondays 10:00-10:50 am will no longer be reserved for APRC meetings. Thursday 2:30-3:30 will be the regular meeting time. Wednesdays 10:00-10:50 will be held in reserve. Weekly Thursday meetings will begin next week (September 20).

4. Review of program review-related documents:

It was agreed that a signature page should be included in all electronic review documents (not just in the hard copies).

5. Discussion of current and future business process:

The Comm Arts and HHP review process was discussed. Suggestions from council members for improved future process included: involve all department members, or at least program coordinators, in meetings with the APRC; require their signatures also on signature pages.

The idea to use the System guidelines for authorization of new programs as guidelines for periodic program review was proposed and met with no resistance from council members. It was noted that use of WEAVEOnline has been suspended for 2012-13 strategic planning. APRC will need to look at the newest Strategic Plan, which will not be prepared until after the HLC site team visit in March 2013.

6. Other:

Reading for the September 20 meeting was assigned: NS review through Section 1 (Mission), to page 14.