

Academic Planning Council Meeting Notes

November 18, 2005

1:00-3:00 p.m.

Staff Lounge, Park Library

Present: Adams, Christie, Dailey, Eke, Haddad, Hageman, Jones, Kohrman, Moore, Newby, Orf, Riordan, Roscoe, Storch, Vetter // **Absent:** Baugh, Howell, Lary, Martin, Rawls, Shapiro // **Guest:** Denise Webster

Agenda Items

- 1. Intro to APC for new members and Charge and Expectations:**
 - Riordan provided brief overview of APC and the charge of the council.
 - The APC website and material contained within were reviewed.
 - This is a reactive committee but could be asked by the provost to carry out other projects.
 - The procedures for concept proposal submission and balloting were discussed. Sample ballots will be circulated and discussed at the next meeting.
- 2. Assessment Update:** Denise Webster provide an update on CMU's assessment program, including programs with current assessment plans and filing reports. There are many plans that have been approved but are pending minor revisions by the programs. There was discussion of how/whether results of assessment are being used to improve programs and expectation of specialized accrediting agencies. The Assessment Council is discussing how to improve assessment. Ideas along these lines should be sent to Denise Webster or college representatives.
- 3. HLC Accreditation Update:** Riordan announced CMU received a positive report and all criteria were met. CMU is encouraged to focus on strengths; what has worked in the past. Strengths and suggestions for items that need attention were highlighted and soon will be shared in a written report.
- 4. HLC Change Requests Reminder:** If colleges wish to offer additional degree programs at off-campus sites, and to do so without using Prof Ed, a special request must be made of the HLC. Preparation and approval of the change request typically take 6-12 months. All new doctoral degrees offered off-campus—with or without ProfEd—require approval of a change request.
- 5. New Academic Programs in Michigan:** Summaries of new degree programs at Michigan public institutions were provided.
- 6. Enrollment in New CMU Academic Programs:** Information on enrollment and graduation rates from academic programs approved by the APC since 1994 was distributed as a follow up to the APC's interest as stated last year in monitoring the results of the programs it approves.
- 7. Accelerated Master's Programs:** Information was provided on the status of accelerated master's programs which include: MA in Human Development and Family Studies (EHS), MA in Political Science (HSBS), MA in Economics (CBA), and MS in Experimental Psychology (HSBS).
- 8. Apparel Merchandising and Design Update:** This program was approved to develop full proposal with a recommendation that they respond to issues identified in the minutes from September 23, 2005 (<http://www.provost.cmich.edu/viceprovost/APC/Meetings/SEP05/MtgNotes092305.pdf>).
- 9. Program Review Update and Program Review Data Sheets:** Summary of the ratings received by the programs which completed the program review process this past year were reviewed and discussed. The following programs have completed program review: Apparel Merchandising &

Design, Art, Dietetics, Environmental Studies, Exercise Science, Geology, Honors, Physical Therapy, and Physics. The rating scheme will be discussed at the next meeting.

One recommendation for improvement of the process is to supply additional standardized data sheets which include enrollments across time, graduation rates across time, time to graduation, number of credit hours at graduation, grant applications, grant awards, publications, presentations, service, faculty vita, results from previous program review, and department budget data. Additional statistics that could be valuable include student outcomes and student research participation. It is up to programs to include evidence from assessment to justify their claims about quality. Ideas of additional data elements that would be useful should be sent to Catherine via Leslie. Additional data elements will be discussed again at the next APC meeting.