Present: Members: Janice Bogstad, Selika Ducksworth-Lawton, Ned Gannon, Jerry Hoepner, Bob Hooper, Marie-Claire Koissi-Kouassi, Cheryl Lapp, Sean McAleer, Bob Nowlan, Jean Pratt, Mathew Riedel

Guests: Margaret Cassidy, Jennifer Fager, Deb Jansen, Tami Langfeldt Adams, Marcus McEllistrem, Tessa Perchinsky, Jill Prushiek, Alan Rieck

Presiding: Chair Jean Pratt called the meeting to order at 2:00 p.m.

Meeting Minutes

1. Approval of the 04/26/2016 meeting minutes
   • Motion to approve minutes of April 26, 2016, seconded, approved as distributed.

2. Activity Credits
   • To provide clarification, it was recommended that the second sentence become the first sentence.
   • The motion was made to amend the recommendation that the text under “Activity Credit” and “Other Restricted Credits” (pages 50-51 of the 2015-2016 Undergraduate Catalog) be changed as noted below. Motion passed with no objections.
     Activity Credit (band, chorus, drama, KISN 100-184 courses) Students may count toward graduation no more than one credit of KINS 110-184 courses. Students may count toward graduation no more than four credits earned in any single activity course and no more than 12 credits resulting from any combination of activity courses (excluding KISN 110-184 courses).

3. Sociology program review memo and review form
   • Memo
     • Page 2, Bullet 2a., should read as follows: Provide time reassignment in the form of one course per year.
     • Replace the Coordinator with Program Coordinator
     • Ducksworth-Lawton and Nowlan will draft language to including in the memo commending the department for its achievements surrounding equity, diversity and inclusivity
   • Review Form
     • Change Director to Program Coordinator
     • Committee agrees with #1-7, 9-10, 12-14; disagrees with #8, 11; agrees with the principle and disagrees with the request because it’s related to lack of staffing #15
     • Committee agrees to the Summative Recommendation that the program continue in its present form

4. Liberal Studies program review memo and review form
   • Memo
     • Remove the sentence on Page 1, Bullet 1., “Therefore, the APC recommends developing...” and add a statement that APC recognizes their dependence on supporting departments and recommends equitable treatment as comparable university programs regarding FTE assignments
     • Recommend a sentence be added that LS completes the current assessment cycle
     • Recently a change in how SCH are counted, follow instructor instead of course prefix
   • Review Form
     • Committee agrees with #1-7, 10-11; disagrees with #8-9
     • Committee agrees to the Summative Recommendation that the program continue in its present form

5. Upcoming agenda items
   • Send any program review processes changes to Pratt by Thursday
   • GEOG, CRMJ, SOC, LS program review memo and review form approvals next week
Duckworth-Lawton asked members to submit any thoughts on what program review data should be included in EDI dashboard which will be used for evaluating EDI curriculum by Tuesday.

Chair Jean Pratt adjourned the meeting at 2:47 p.m.

Respectfully submitted,

Sarah Forcier
Secretary for the Meeting