ACADEMIC PLANNING COMMITTEE
Minutes, April 13, 1994
Kilcawley, Room 2069

Call to Order:

D. Rost, Chair, called the meeting to order at 2:05 p.m.

Present:

C. Anderson, K. Kougl, H. Mettee, V. Phillips, D. Rost, J. Zupanic

Excused:

Provost Scanlon

Absent:

M. Beaubien, T. Beckett, B. Brothers, J. Feist-Willis, D. Hovey, P. Kasvinsky, K. Sebastian

Minutes of March 9, 1994

The minutes were accepted as distributed.

Discussion

- ◆ C. Anderson will distribute departmental mission and goals statements in groups as they are received. These are for the present time FYI basis to help the Academic Planning Committee gather input for future planning
- ◆ The Mission Goals and Assessment Document from Winona State University was distributed by Chair Rost as a possible model or information source for YSU to use as we begin to develop outcomes and assessment criteria
- ◆ We don't have a clear idea of what the administration is looking for in goals and objectives; there are several written documents, some verbal instructions; yet there are many differing ideas on what departments are to produce
- ◆ B. Brothers noted that the Academic Planning Committee needs to recommend policy and monitor operations to ensure that policy is followed; it should also provide resources to help faculty/departments follow policy (used analogy of looking at operations (nitty-gritty) instead of policy
- ◆ A glossary of mission, goals, outcomes, assessment terms should be developed to ensure that everyone is using terms in the same way
- ◆ C. Anderson reported that an "inventory of assessment tools" document will be distributed after May 15 -- it will be used for departments to report present assessment tools. There is no time line set to produce final assessment documents

Adjournment:

Meeting adjourned at 3 p.m. Next meeting Wednesday, April 27, 1994, at 2 p.m. in Kilcawley Cardinal Room.

Post Script:

After meeting adjourned, two quotes were heard I would like to share with you. "Tell them what we are doing and why we are doing it" as a suggestion for departments to follow when writing mission and goals documents and "Do not mistake change for progress" -- vkp