ACADEMIC PLANNING COUNCIL
April 2, 2018
3:00 p.m. Altgeld 315
Minutes

Present: Abdel-Motaleb, Chitwood, Cripe, Daniel, Douglass, Falkoff, Gordon, Isabel, McCord, Mini, Mogren, Reynolds, Torres, Wilkins, and Winkler

Meeting called to order at 3:01 p.m.

1. Announcements
   - HLC Assurance Review Report - Carolinda Douglass
     - The committee has access to draft version #2
       - There is a window of two weeks for feedback, March 28 to April 11, 2018
       - If you see any gaps or anything we should be highlighting, please provide feedback
       - If you choose to provide feedback, send it to Susan Smith, IE Projects Coordinator
       - Giving feedback is not required, it is an option
   - Look at subcommittee B report and get questions back to Jeanne Isabel by Friday, April 6

2. Approval of minutes from March 5, 2018
   - Motion made by Ibrahim Abdel-Motaleb
   - Seconded by Stephanie Torres
   - Motion approved

3. Discussion of Interim Report from Center for Human Capitol and Leadership
   Carolinda Douglass gave an overview on the Interim Report
   - This time of year we get follow-up reports
     - We have asked for follow-ups from previous reviews
   - APC asked for information on outcomes of first three years of existence
     - Includes: activities, financial information, and outcomes
     - We don’t have to approve but do have to receive it and may want to comment on it
   - Did this program go through Program Prioritization?
     - No
- Was it designed to raise money?
  o It was more of a service center to connect students and businesses
  o Not meant to bring in research money
- A good question for the center would be where the expenditures are coming from?
  o Some money has been brought in from businesses they have worked with
- How does it compare with original goals?
  o They didn’t have a target number of students they wanted to connect with but first page has their goals
- It is not hard to become a temporary center but to become a permanent center it is a longer process
  o If they are thinking of becoming permanent, they should talk to the Vice President for Research and Innovation Partnerships
- Any advice?
  o Carolinda Douglass believes it is a well written program given lack of research focus, she wouldn’t recommend they become a permanent center
- Provost Chris McCord provided insight on the center
  o Not quite an academic center because it doesn’t hold academic credential, nor is it a research center
- Is it a kind of center that needs IBHE sanction?
  ▪ Needed it because of public service component
  ▪ If it is happy being a student support center and bringing in money from businesses than maybe it doesn’t need to be a permanent center
- Is only the College of Business involved with this center?
  o Yes, but if another college is interested in it, maybe they could ask if they want to get involved
- The center is leading people through organizational change and helping them better understand the workforce
  o They work with companies in the industry and connect students with the companies
- Money is being exchanged so it is one of the reasons they wanted to create a center
- If you have a public service component to the unit (no matter what it is called) and have a research component, it represents a center per IBHE
- What is a temporary center?
  o Can easily get approval from the IBHE to try it out for 3 years, after that you can apply to become a permanent center
- Possible topic for next year (Fall), look at all the centers and see what has been temporary for too long and discuss them.
  o Have the Vice President for Research and Innovation and Partnerships involved as well as people who run the centers
• Give us some student feedback and reaction (recommendation for center)
  o Student impact
    ▪ Have they gained skills? Learned something? Offer jobs? Or how has this center helped bring in more students?
    ▪ What kind of population is this serving? Undergrads? Grads?
    ▪ Are the presentations on the back of the report by students or faculty?

4. Discussion of subcommittee report:
Geoffrey Gordon gave an overview of the Subcommittee A report

• B.A./B.S. in Geography
  o Graduates appear to be satisfied with their degree and time of completion
  o Faculty members and staff provide strong support for students in the program, as evidenced by internships, mentored research, and service learning opportunities
  o Davis Hall has a variety of severe deficiencies. What plans are in place, if any, for renovation?
    ▪ Provost Chris McCord commented on this:
      • John Heckmann has a list of essential infrastructure and enhancement
        o It has been hard to even fund the essential infrastructures
      • Sarah McGill, CFO for Administration and Finance, is starting to investigate a process that will make changes in between academic and administrative space and budget allocation
      • It will help that the APC has a seat in budget planning
  o Online courses
    ▪ They have some online courses
    ▪ Who runs the online courses?
      • Outreach? Provost?
        o Geography was confused about that
          ▪ It is currently in transition; it has been managed by Outreach but they are getting out and online will be taken over by another office. The regional facilities and will still be underneath Outreach
      ▪ Migrating to Academic Affairs
        • Clean up budgets, like fees to off-campus students
        • Revenue distribution has to catch up
        • Phase 1: migrating service providers
- Quality Matters Software
  - They didn’t realize this existed
  - It also depends when they developed the online courses

- **M.S. in Geography**
  - Hiring new faculty is a strength
  - The program representatives engage in continuous improvement efforts grounded in assessment data
  - The department does a good job of enhancing graduate education through many research projects and teaching experiences
  - There has been a decline in the Master’s enrollment since 2011. This may be due to low Graduate Assistant stipend levels, loss of tenure-track faculty, and low morale among students
  - Interdepartmental collaboration as an innovative marketing strategy to have faculty coverage
  - Continue to explore opportunities for online classes or other delivery methods

- **Ph.D. in Geography**
  - This program is fairly new and offers opportunity to add to the greater overall enrollment at NIU
  - The program promotes and supports student career aspirations in a good variety of professions
  - Continue to monitor resources carefully
  - Perform an objective study as to whether it is sustainable to continue to offer a Ph.D. program in Geography
    - It was a different environment when it was approved
      - Faculty have retired since then
      - Does the program have the resources to continue to be sustainable?

- **B.S. in Meteorology**
  - Faculty are well recognized in this program
  - Graduates of the program appear to be satisfied with their degree and time of completion
  - The combination of geography and meteorology programs under one academic unit is a strength and distinctive feature
  - Advising is a strength of the program
  - Consider offering minor and online courses offerings for non-majors. Link up with specific departments or colleges to develop courses attractive to their majors
  - Use current community connections to increase marketing and awareness of the program. Explore grant opportunities with community colleges for expansion of research activities and attract new faculty
5. **Review of External Review**

Jeff Reynolds gave an overview on the Geographic and Atmospheric Sciences External Review Report

- It is not under accreditation
  - Bring reviewers onsite for two-day period
  - Half day with administrators
- Review was conducted in October of 2017
  - Thomas Schmidlin and John Harrington were the External Reviewers
- Faculty are very productive: teaching, learning, and service
  - As a result, the department is respected by their peer departments
- The faculty are stretched about to capacity perhaps beyond in their teaching, advising, research, service, and, in some cases, labs
  - Suggested differential workload policy would enable compensation for efforts that match faculty strengths
- Davis Hall was brought up
  - External reviewers said it needs to be updated for the department to function more effectively
- Organizational structure
  - Noted that the chair and graduate coordinator positions shifted in recent years
    - Leaves some uncertainty and a concern about respect among faculty, graduate students, and office staff
    - This affects morale
    - Suggested a long term effort to build social capital and increase perceptions and feelings of respect for all levels
    - Three different coordinators since 2011
- Online program is strong and should be enhanced
- Increase of tenured faculty by two individuals would be a valuable addition
- Outreach event to continue to help alumni engagement
  - Career Day is a hallmark of the department
- Department needs to focus on marketing
  - Adjustments to recruitment efforts will enable faculty to actively meet with teachers and prospective students at more of the regional community colleges

6. **Other business**

- No other business

Meeting adjourned at 4:17 p.m.
Respectfully submitted,
Mickey Rodriguez and Crystal Doyle