APPROVED

ACADEMIC PLANNING COUNCIL
Minutes of September 10, 2012
3 p.m., Holmes Student Center – 505

Present: Abdel-Motaleb, Alden, Bak, Baumgartner, Birberick, Brantley, Chakraborty, Damodaran, Dawson, Douglass, Falkoff, Gordon, Gorman, Hertz, Prawitz, Simpson

Guests: Sherrill Morris, Acting Associate Vice Provost for Academic Outcomes Assessment, Office of Assessment Services

The meeting was called to order at 3:05 p.m. A revised agenda was distributed to the APC members. Kyle Bak, the new undergraduate student member, was welcomed to the council. He is a political science major. There was an introduction of each member of the council, and Alden welcomed the members for the 2012–2013 academic year.

It was moved and seconded to approve the minutes of April 30, 2012, and the motion passed; one member abstained because she had not attended the meeting.

Nominations were sought for assistant chair of the APC. The assistant chair conducts the APC meetings in the absence of the provost. Aimee Prawitz was nominated to serve as assistant chair. A motion was made to have Prawitz serve as assistant chair, and the motion passed unanimously.

The subcommittee chairs are Lisa Baumgartner (subcommittee A) and Geoffrey Gordon (subcommittee B). The subcommittee chairs were thanked for agreeing to serve in this important role. The subcommittees will meet briefly after this meeting. There is a lot of activity in the fall, but there is more flexibility to discuss issues in the spring.

The next item on the agenda is to elect an agenda committee. The common practice in past years has been that the provost, vice provost for academic planning and development, the APC subcommittee chairs, and the APC assistant chair have served as the agenda committee. The major task for this committee is to create an agenda for the spring semester. All council members have the opportunity to give suggestions for items to be addressed by the council, particularly for the spring semester. The APC voted to continue its past practice for 2012-2013. The agenda committee will meet in January to set the agenda for the spring semester. Typically, there are two to four council meetings in the spring. One item that should be discussed in the spring is changing the way we conduct program reviews. Individuals from the University Leadership Council will be at NIU in November to present information about how universities are doing academic program reviews. If anyone on the council can come to this presentation, it would be good. A written report should be available before these individuals come to campus.

The notebook distributed to the council members was reviewed. The first section of the notebook contains information about the council and its schedule. The first document spells out the APC duties. This section also includes the schedule of planned meetings for the fall, and council members were asked to hold all Mondays between 3-5 p.m. open in case additional meetings need to be scheduled.
The background information section of the notebook contains reference materials that should be particularly helpful to new subcommittee members, and this information should be reviewed prior to reading the program review documents. This section contains information about the program review process for APC subcommittees, the Vision and Mission of Northern Illinois University, the executive summary from the *Illinois Public Agenda*, the IBHE State Accountability Report, the program review schedule, and the APC and University Assessment Panel reports to the University Council. Developing the new vision and mission statement was a major accomplishment this past year.

The guidelines section contains the program review calendar and review formats. The formats should be referred to as you read the reviews. The program review format contains a departmental section where the departments report on resources, faculty, and contributions to the vision and mission statement and the *Illinois Public Agenda*. The center review format is also in this section of the notebook; it is an abbreviated format in comparison to the program review format.

What is the definition of a center? We avoid defining a service related center as being a center. Centers are usually an academic or, more often, a research or public service center that has to be approved by the IBHE. Centers are given temporary status by the IBHE for a five year period, and then they seek permanent center status or they are dissolved. The Child Development Laboratory will be under review next year, and this is the second time it will be reviewed. Does the Child Development Laboratory (CDL) have to do this again? The CDL does not have a CIP code, so it is not approved by the IBHE. We will see if the IBHE has an official definition of a center and get back to you about this review.

The data section contains data from the Office of Institutional Research for all programs in the university.

Prior to reviewing the program review documents, it would be helpful to look at the notes from the summer meetings and the questions, suggestions, and recommendations document.

There were two new unit requests that were sent to you electronically; the School of Public and Global Affairs and the Department of Public Administration. Kurt Thurmaier is here, and he can answer any questions you have about these requests. The model is a School of Public and Global Affairs that will have departments within it. This is a model that has been in place for public administration programs for the past 20 years. During the last 10 years every nationally ranked program is in a school of public affairs. The program here at NIU is ranked #5 for local government management training and #12 for public finance and budgeting. Not having the program in a school is costing us in our rankings. Schools of public administration have been created because the perspective of dealing with public administration problems has become very interdisciplinary. Political science departments often have economics and public policy aspects to them, and many departments have developed interdisciplinary graduate degrees in public policy and public management. They have also developed undergraduate interdisciplinary degrees like we have. We have the interdisciplinary B.A./B.S. in Community Leadership and Civic Engagement degree and we have the Center for NGO Leadership and Development (NGOLD) that is also interdisciplinary and working in non-profit areas. We wanted to convey that we are globally oriented from the beginning. Our program is cutting edge. The school concept is a thin notable line that says these things go together because they are related. When you bring them together, great things can happen. Then we can think about other ways to do the research, teaching, outreach, and engagement. There is a mandate to interact with the community, and the school will find ways to bring together the different talents in the university. In the future, we hope to have an interdisciplinary Ph.D. program in public management that would focus on theory and practice in public affairs. One student did a project on how you deal with affordable housing in Chicago. The school provides a framework to bring people together and sustain these types of efforts. The proposals for the school and department
have gone through the curricular process. This would pull public administration out of political science and make it a department of public administration within the School of Public and Global Affairs. The Division of Public Administration has been an autonomous part of political science. The director of the division reports to the dean. The faculty are involved in the undergraduate and doctoral programs in political science. This really is a partnership. We are asking to change the word “division” to “department” that would be part of the reorganization inside a School of Public and Global Affairs. The units would continue to manage their own degrees. This model removes disincentives and encourages collaboration. The school does not require new resources, but there is money for a programming position in the request. This would be a program revenue funded position. Do you expect that the school will offer programs? We hope so. If this is the case, you may need resources in the future. The school will give visibility and recognition to interdisciplinary initiatives. The school would develop interdisciplinary programs that are not provided by any specific department.

The word “education” was not mentioned at all in the proposal. That is regrettable. There have been some conversations about this with Carol Patitu, but she left the institution. We have to find some other contacts in the College of Education that would be interested in these types of initiatives. If you know of anyone, I would be eager to talk to them.

How does political science view these changes, and is there an impact on political science? I would assure you that we have had this conversation. It is one of the reasons we didn’t bolt and become an independent department. The division works collaboratively with political science. One public administration faculty member has a seat on the Department of Political Science Executive Committee, and someone also serves on the undergraduate and graduate curriculum committee within the department. The Division of Public Administration has its own promotion and tenure committee. After we make a decision, then it is brought to the political science promotion and tenure committee, and then they say OK. This is just a formality. Right now political science does not have any full professors who are not on 12-month contracts, so some bylaw changes have been made. Now a person in a 12-month appointment can vote and recently retired professors can vote.

If a person leaves a position in the department of public administration, will the money to replace this person be given to the school or go back to the department? The dean will decide. All the tenure homes will be in the departments. The tenure for the public administration faculty will be moved from political science to public administration. Both political science and public administration would work directly with the dean. We do not anticipate anyone having tenure in the school. This region is a hot bed of non-profit organizations. The school also wants to create more visibility of NIU on a global basis. The programs in the school will serve individuals looking for public service careers. This is a way to attract a lot more students to NIU. The school will be an organizing framework to spur collaboration.

The Department of Public Administration will be responsible for the Masters in Public Administration and contribute to three undergraduate majors (political science, community leadership and civic engagement, and applied management). A certificate program is being developed for degree completion for mid-career professionals. We would also like to expand the B.S. in Applied Management; this program is administered by the Office of the Provost. In general, public administration programs around the country are not responsible for undergraduate programs.

A motion was made to separate the Division of Public Administration from political science. The motion passed unanimously. A motion was made to endorse the School of Public and Global Affairs, and the motion passed unanimously.
Who is the leader of the school? The director rotates among the unit members. If another degree unit joins the school, they would join in that rotation.

The APC members turned to the review of the follow-up report for the B.S. in Computer Science. This follow-up report was not due to the APC until spring 2013, but the department wanted to submit the report sooner rather than later. The program was asked what are the assessment methods and how have they been used. This is a comprehensive listing of how they have done this.

A motion was made to accept the report, and the motion passed unanimously.

A preview of the Blackboard Content Collection site was made. Information about logging into the system and accessing the program review data and reports was presented. Hard copies of the reports were already provided to the subcommittee members. The intent of using the Blackboard Content Collection site was to create a paperless process for program review. It will also make the process more transparent.

The meeting adjourned at 4:20 p.m.

Respectfully submitted,

Carolyn Cradduck

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