

Date: January 7, 2016

To: School of Education Academic Planning Council (APC)

cc: Dean Diana Hess

From: Kimber Wilkerson, Professor

Re: APC Restructuring

Attached please find a report evaluating the current APC in the School of Education and the degree to which it complies with requirements outlined in FP&P.

This report contains:

1. A description of the sources used to assess the current APC;
2. A review of APC membership and processes as outlined in FP&P;
3. A summary of the ways in which the current APC structure complies with and is non-compliant with FP&P;
4. Recommendations for addressing identified challenges in the APC structure.

In preparing this report, a number of sources were consulted including agendas and minutes for two years of SOE APC meetings, FP&P, APCs elsewhere on campus, and a number of current and past SoE APC members.

Challenges identified relate to: 1) the large size of the current APC meetings; 2) the lack of faculty perspective voiced during meetings; 3) the disproportionate amount of time spent in information-sharing activities; and 4) use of department chairs, instead of broadly elected faculty, as members.

Recommendations are offered to address each of these challenges. Some highlighted recommendations include suggestions to:

- De-couple APC meetings from the Administrative Council.
- Draft APC policy that delineates procedures for populating APC agendas with items that allow the APC to function in an advisory capacity to the Dean.
- Hold elections for APC membership with staggered 3-year terms.

Detailed recommendations can be found on page 4 of the attached report.

FP&P requires APCs to conduct a self-study to “assess its effectiveness as a faculty voice and its compliance with Faculty Policies and Procedures 3.08” at least once every 5 years. However, no self-study has ever been submitted to the University Committee on behalf of the SoE. The attached report is offered as a possible self-study to meet this requirement.