

9-18-2001

# Academic Policy Advisory Committee meeting minutes, September 18, 2001

Minnesota State University Moorhead

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## Recommended Citation

Minnesota State University Moorhead, "Academic Policy Advisory Committee meeting minutes, September 18, 2001" (2001).  
*Academic Policy Advisory Committee*. 304.  
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APAC Minutes  
September 18, 2001

Members present: Midgarden, chair; Borchers, Conteh, Dobitz, Enz-Finken, Gess, Jeppson, Klenk, Max, Mills, Missiras, Ruth, Shreve, Stockrahm, Wallert, Weckler.

### **1. Introduction of members**

Members introduced themselves. (An updated list of members will be distributed with the next agenda. It is also listed on the academic affairs website.)

### **2. 2000/2001 APAC Meeting Schedule**

- If there are no agenda items for a particular meeting, it will be cancelled.
- Meetings may be added during spring semester.

### **3. Role of the Academic Policy Advisory Committee**

VP Midgarden discussed her experience of chairing APAC and made these points:

- Administration listens to APAC decisions. Recommendations made by this committee often become university policy.
- Read agenda materials prior to the meetings. Ask questions if you don't understand a proposal.
- Call those who have prepared the proposal if you have questions or to clarify issues.
- Clarification of what constitutes a minor change (APAC Manual, page 2, IV. C.)
- Minutes will be sent electronically to members prior to the next scheduled meeting.
- The role of the Liberal Studies Committee, Graduate Studies Committee & the Teacher Preparation Committee were discussed.

Other points made:

- Recently approved curriculum changes can soon be referenced on the MSUM web "live catalog."
- This committee should not be afraid to table proposals that are not complete and/or have not been approved by the department or appropriate committees.
- Members were reminded that students follow the catalog that is in effect when they begin at MSUM, with the exception of licensure requirements mandated by the Board of Teaching.
- Subcommittees may be appointed to special projects and report to the larger committee. A subcommittee was appointed last year to revise the APAC forms.

Meeting adjourned at 4:00 p.m.

Gloria Riopelle