

**APC Meeting Minutes**  
**12-7-2010**  
**9:00-10:00 a.m.**  
**L12**

Minutes prepared by Melinda Costello

Attended: Melinda Costello (APC, chair), Catherine Crohan (Library), Fr. Linh Hoang (School of Liberal Arts), Penny Brunner (Associate VPAA, ex officio), Karen Quaal (Science)

**1. Status of minor/certificate plans**

No progress was made in Liberal Arts. M. Costello is working on the plan for the Business minor.

**2. Multidisciplinary/Interdisciplinary**

The members reviewed Siena's catalog and discovered that the terms are used interchangeably. They reviewed how other colleges use these terms. The committee recommended that the APC draft a policy statement that would be submitted to the BOI in an effort to standardize the use of terms. They agreed that the term interdisciplinary should be used to mean both in order to avoid confusion. M. Costello will write a draft policy statement that will be reviewed at the next APC meeting.

**2. BUDV/ADTV courses**

Members discussed the courses that are not currently "housed" within a major or department and the problems that could occur if the dean has ownership for these courses. This discussion will continue at the first meeting in the spring 2011 semester.

**5. MSCHE response to the Progress Report**

M. Costello asked if the APC would compose an assessment update to go to all faculty regarding the assessment efforts at Siena. Although MSCHE did accept Siena's progress report, the APC wanted to be sure that faculty understood that assessment efforts needed to continue as we approach the self-study. M. Costello will revise the draft and submit to APC members for review prior to sending it to all faculty. The APC members suggested sending one assessment update each month to all faculty.

**4. Meeting time spring 2011 semester**

Committee members agreed to continue meeting on Tuesday mornings from 9:00-10:00 a.m. M. Costello will e-mail members notice of the first APC meeting in the spring 2011 semester.