ACPC Meeting Minutes Friday, December 11, 2015

Present: Striffolino, P (co-chair); Johnson, O (co-chair), Keller, C; Young, N; Adams, M; Halloran, P; Wollert, E; Rock, A; Ferrell, J; Bryant, L; Gilligan, H; Ditkoff, J; Long, M; Lothrop, C; Walthour, S (recorder)

Meeting opened at 1:40 p.m.

Paul thanked the recorder for taking minutes for the Council this semester.

The committee reviewed the Programs and Activities notes, including the methodologies to incorporate Academic and Co-Curricular Activities into KSC’s plan. A member asked if the tasks will be prioritized. The committee was reminded that the Charge was to review and encapsulate, rather than implement, the methodologies. The committee discussed steps that can be taken in the Spring of 2016.

 A member noted that forming a Student and Academic Affairs collaboration this spring would be a very good initial step. Another member mentioned that clear methods of communication are of paramount importance. Members discussed a chat room or similar format, which would allow a campus discussion about the inception and progression of these new additions to KSC’s educational experiences. Another bullet-point noted incorporating this work into campus annual reports, which seems to be a good way to communicate the changes. A member thanked Paul and Ockle for the summaries that they synthesized from the hours of meetings and notes.

**Academic and Co-Curricular Programs and Activities**  - The document *Academic and Co-curricular Programs and Activities* was discussed. College-wide learning outcomes (CWLO’s) are felt to be critical by the committee. A faculty member noted that faculty, as well as students, should ideally be viewed holistically. An operational definition of Academic and Co-Curricular work might well be a process – the work will begin prior to a perfect, finalized definition of co-curricular. Ockle suggested that numerous examples, paired with few words, might be the best step forward. The Equinox and Film Society are mentioned as examples. It was suggested that we have either a greater number of examples, or no examples, in the final document.

A member noted that everything cannot be co-curricular; some coursework is strictly academic. Plus, some activities are already co-curricular. The theme of taking some steps seems to be of great importance to all, rather than losing momentum by to trying to arrive at the best definition of co-curricular. The idea of broadening educational opportunities, versus narrowing by definition, is of great value to the students. Additionally, students, parents, faculty, and others need to know that a Liberal Arts educational is viable and valuable.

**Planning Retreat Agenda** – The ACPC and Keeling Associates will be the participants for the first 3 hours of the retreat; 8 – 11 am. They will be joined by the President and her Cabinet from 11 am – 1 pm. From 1 – 4 pm, the group will be joined by Academic & Student Affairs leadership. Keeling has provided a working document to the Council for the retreat that will allow members to work efficiently from 8 – 11 am, then present the agreed-upon steps from 11 am – 1 pm. In the afternoon, the next steps will be shared with the leadership from Academic and Student Affairs. Keeling Associates will facilitate all sessions, and capture the work in their notes.

Sequencing and implementation steps to be taken in the upcoming year will be discussed. Keeling will present a draft of the plan to Ockle and Paul in early January, 2016. They will then review Keeling’s notes, and provide feedback for final revisions. Keeling will return to campus one more time at the end of January for a closing meeting with the ACPC.

Paul and Ockle asked if committee members would be on campus on January 14 and 15. They would like to meet prior to Keeling’s last visit to review the final ideas of the committee. A date will be set prior to winter break. The final meeting with Keeling will take place on January 27.

A member mentioned that they would like to know the topics that each small group will discuss, so all documents can be thoroughly reviewed prior to the meeting.

There was a brief discussion about faculty lines, and faculty not being overloaded as co-curricular pieces are added. The idea of the additions is to help faculty work more efficiently, not to add to the work load.

Paul thanked the committee for their hard work and dedication to this process.

The meeting closed at 2:40 p.m.