

# Academic Standards and Policy Committee Meeting

## Minutes

October 17, 2017

12pm – 1pm

**Chair:** Donna Emanuele

**Members:** Sheree Aston, Denten Eldredge, Eric Gupta, Shalechia Hunt, Beatrice Saviola, Valerie Quan, Irina Vukmanovic Nosrat

**Absent:**

**Zoom Connection:** <https://westernu.zoom.us/j/147465508>

Dial: +1 669 900 6833 or +1 408 638 0968 or +1 646 876 9923

Meeting ID: 147 465 508

Topic/ Presenter/ Duration	Discussion – Analysis	Revision – Action	Owner(s)	Due
Purpose of the Committee	<a href="#">Message from the Chair</a>			
Meeting Recap -Donna Emanuele	Now that the committee has a list of all the curriculum committee chairs from across the University, Dr. Emanuele will send out an email to let them know that our committee is attempting to organize a meeting with them. The primary goal for the first meeting will be an informal meet and greet with information sharing. Where as the second meeting will be a much more formalized approach to curriculum development.			
Minutes for Review	<a href="#">Click here to access minutes folder</a>			
WASC	WASC will be coming in March for the University's re-affirmation visit.			
Program Reviews	<ul style="list-style-type: none"> <li>The College of Optometry program evaluation should be made available for this committee to review by the end of October.</li> <li>MSBS will be the next program review</li> </ul>			
Program Evaluations	The program review checklist will be made into an electronic form to make it easier to fill out. There will			

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	also be a comments/suggestion section for you. Trying to make the process for academic program review more efficient.			
<b>Next Meeting</b>	December 19, 2017			

**Communication:** Minutes reviewed and approved on \_\_/\_\_/\_\_\_\_. Distributed to AS&P on \_\_/\_\_/\_\_\_\_.

Ongoing Action Items			
Action Item	Owner(s)	Due	Status
Curriculum Committee Chairs meetings, working on uniformity across programs.	Dr. Shalechia Hunt		Pending