

**Academic Policy & Curriculum Committee**

**October 12, 2016, GWP 320, 12:30-2:00pm**

**Minutes**

***Present:*** *Andrea Coker-Anderson, Robin Evans-Agnew, Jeff Cohen, Lauren Montgomery, Patrick Pow, Evelyn Shankus, Justin Wadland. Lorraine Dinnel, Eric Bugyis, Anthony Falit-Baiamonte; Menaka Abraham, Jill Purdy.*

***Excused:*** *Jane Compson; Johnny Chen.* ***Guests:*** *Kelly Kledzik*

1. **Consent Agenda**

The 7/20/16 and 9/20/16 meeting minutes were approved.

1. **New Program Proposals – N/A**
2. **Program Change Proposals**

**Discussion:** All changes are straight-forward and did not elicit discussion.

**Vote:** The following program change proposals were approved [Lauren Montgomery moved, Evelyn Shankus seconded: 7 yes, 0 no, 0 abstain, 1 late, 1 absent (9 eligible to vote):

SIAS – Psychology Major

SIAS – Restoration Ecology

SIAS – Sustainability Minor

1. **New Course Proposals – N/A**
2. **Course Change Proposal – N/A**
3. **Graduation Petition– N/A**
4. **Policy Issues & Other Business**
   1. APCC Charge for 2016/17 Academic Year

* APCC will need to conduct analysis of Diversity courses as per our policy.
* APCC would like to focus on the PNOI policy/process as an immediate and important project
* APCC would like to have ongoing discussions of the following integrated into our regular meetings (in order of preferred priority)
  + “Areas of Knowledge” re-thinking and revision related to larger campus initiative.
  + Residency requirements in relation to campus values/mission, changing technology, and access. (Jill and Andrea will begin compiling relevant data)
  + Course Level Definitions - What distinguishes 100/200/300/400 level courses and do we need/want campus-wide standard definitions.
  1. UW Residency Requirement Policy

**Presentation/Discussion:** Currently with the Residency Requirement, of a student’s last 60 credits, 45 have to be in residence. Distance Learning classes do not count as being in residence. The APCC DL Policy was designed to benefit students by describing DL classes as 100% online and making a Hybrid designation for classes that are 40% - 99% online. Since then, there has been some decrease in these issues. Furthermore, APCC chose to follow the UW Seattle policy that if a student is petitioning 10 or less credits to count as in residence, then it can be to the discretion of the Dean or Director. If a student is petitioning for more than 10 credits to count as in residence, then APCC reviews their petition. In regards to the Residency Requirement and its impact on students, the following questions were considered:

* Does UW Tacoma have adequate systems to offer more online classes to students who want to take them?
* What do we mean by “Residency”?
* What does a Residency Requirement mean for the educational experience? Does it still make sense?
* What are we all about? What do we want to do? Is this policy in line with our values? The student perspective is important.
* What does online do to the profession of teaching (idea of sacred space to come and engage in learning and also not wanting to miss the opportunity of developing new ways for interacting with students)?
* Does it devalue DL courses for them to not count as in residence? Is there interest in looking into this (data would be needed)?
  1. Undergraduate Program PNOI draft
* The rationale and purpose of the PNOI needs to be clearly articulated.
* How should APCC evaluate it and give good feedback on it? Perhaps a rubric?
* A component could be that it is persuasive and make a case that it is needed
* At what point should resource constraints be taken into account?
* There needs to be a cross-campus program conversation
* There needs to be alignment between the budget calendar and process and the development of new programs

A subcommittee of APCC will be formed to look further into the PNOI process and template.

* 1. UW CC Doodle Results and Meeting Assignments

See appendix A for UW CC Meeting Assignments. All of the dates were filled. There will be a standing update given at each APCC from the representative who attended the previous month’s meeting.

* 1. Update on UW digital Curriculum Management System

**Presentation/Discussion:** APCC chair Jeff Cohen, administrative coordinator Ruth Ward, Registrar Andrea Coker-Anderson, and guest SIAS curriculum coordinator Kelly Kledzik updated APCC on the UW Curriculum Management system. To review proposals, APCC will be visiting both UWCM and catalyst. By fall 2017, all proposals will be reviewed through UWCM.

As faculty and curriculum coordinators develop proposals, the UWCM has them check for curricular relationships. Requests for “acknowledgements” are sent to potentially affected departments in a parallel process to the approval process. Should APCC wait to approve a proposal until all of its acknowledgements are complete? This shouldn’t been too much of an issues because equivalencies between program-specific courses among the 3 campuses is weak. There has been increased attention regarding course equivalences at the UW Curriculum Committee; they have been sending more proposals back to address curricular relationship before moving forward in the process.

Training for use of the UWCM will most likely be departmental as the curriculum coordinators within each department have been trained in order to train others in their departments. The way that the UWCM approval work-flow is currently designed does not include a school/program level approval. Thus, the internal school/program approval process probably won’t need to change yet.

Overall, the UWCM is a good step forward, has somewhat of a learning curve, but all will work together to support one another in the transition.

1. **Adjourn**

**Appendix A**

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| **Deadline for Seattle Curriculum Committee**  1st non-holiday weekday of the month | **Seattle Curriculum Meeting Date**  **3rd Tuesdays, 1-3pm, Schmitz Hall 208** | **UW Tacoma Academic Policy & Curriculum Committee (APCC)**  *representative on* **UW Curriculum Committee** |
| 9/1/16 | 9/20/16 | N/A |
| 10/3/16 | 10/18/16 | **Eric Bugyis,** Lecturer, School of Interdisciplinary Arts & Sciences,  APCC member 2015-2018 |
| 11/1/16 | 11/15/16 | **Lauren Montgomery,** Senior Lecturer, School of Interdisciplinary Arts & Sciences, Faculty Assembly Vice Chair 2016-2017, past APCC chair 2014-2016, APCC member 2012-2018 |
| 12/1/16 | 12/20/16 | **Lauren Montgomery**, Senior Lecturer, School of Interdisciplinary Arts & Sciences, Faculty Assembly Vice Chair 2016 2017, past APCC chair 2014-2016, APCC member 2012-2018 |
| 1/3/17 | 1/17/17 | **Jane Compson,** Assistant Professor, School of Interdisciplinary Arts & Sciences, APCC member 2015-2018 |
| 2/1/17 | 2/21/17 | **Menaka Abraham**, Lecturer, Institute of Technology,  APCC member 2016-2019 |
| 3/1/17 | 3/21/17 | **Robin Evans-Agnew**, Assistant Professor, Nursing & Healthcare Leadership, APCC member 2015-2018 |
| 4/3/17 | 4/18/17 | **Evelyn Shankus,** Senior Lecturer, Milgard, School of Business,  APCC member 2015-2018 |
| \*May 12, 2017 | \*6/6/17 | N/A |
| \*Consolidated May/June meeting | \*6/6/17 | **Jeff Cohen**, Assistant Professor, Social Work & Criminal Justice,  Current APCC Chair, APCC member 2015-2018 |
| TBA | TBA | N/A |
| TBA | TBA | N/A |