

Academic Policy & Curriculum Committee
May 10, 2017, GWP 320, 12:30-2:00pm Minutes
Minutes

Present: Jeff Cohen, Menaka Abraham, Evelyn Shankus, Jill Purdy, Justin Wadland, Eric Bugyis, Andrea Coker-Anderson, Lorraine Dinnel, Anthony Falit-Baiamonte, Lorraine Dinnel, Jane Compson. **Excused:** Johnny Chen, Robin Evans-Agnew, Lauren Montgomery, Patrick Pow, Jarek Sierschynski. **Guests:** Melanie Rayles, Ehsan Feroz.

I. Consent Agenda

The 4/12/17 meeting minutes were approved.

II. New Program Proposals

Discussion: APCC and UWCC have already approved the courses for the new option in the Masters of Accounting. The new option proposal that reviewed for this meeting has incorporated the feedback from the Graduate School.

VOTE: The following new program proposal was approved this month by APCC: Jane Compson moved, Menaka Abraham seconded: 7 yes, 0 no, 0 abstain, 2 absent (9 eligible to vote).

Masters of Accounting Option for Non-Accounting Majors

III. Program Change Proposals

Discussion: APCC noted that there was one “no” vote among CES/EE Curriculum Committee faculty and wondered about the reason for the dissent. Moving forward, as a process consideration, APCC will ask for a brief statement explaining the dissent so that they can consider this perspective in their review. The change in the EE major was to better align their sequences with the admissions requirements. APCC also noted that it is a requirement for academic units to communicate with our community college partners and the UWT admissions office if any of the proposed changes will impact existing articulation agreements. Any changes to articulation agreements require a 2-year grace period for community college students. This comment about articulation agreements applies to the EE Major and to the Biomed Major changes that were reviewed at this meeting.

VOTE: The following program change proposals were approved this month by APCC: Eric Bugyis moved, Evelyn Shankus seconded: 7 yes, 0 no, 0 abstain, 2 absent (9 eligible to vote).

Changes to Electrical Engineering major

B.S. in Biomedical Sciences

Minor in Environmental Studies

IV. New Course Proposals

Discussion: TCOM 101 may be equivalent/have overlap with BIS 235. TCOM 101 could also qualify for VLPA. For TIAS 340, members commented that it should be labeled within the SHS division of SIAS, but, since the course prefix is TIAS, it is “force-labeled” within Kual as SBHS.

APCC noted big- picture issue(s):

Curricular Overlap/Equivalency: When the APCC agenda is circulated, the Registrar’s Office checks courses for curricular overlap (tri-campus).

-There is movement toward a more formal structure to check for curricular overlap; the Step Zero and UWCM will help in this effort

-For courses that are equivalent, a student can only take one across all three campuses

-Faculty and Curriculum Coordinators should use the course serial number in the course search within kual (and/or keywords from course title) when prepping a course

VOTE: The following new course proposals were approved this month by APCC: Evelyn Shankus moved, Jane Compson seconded: 7 yes, 0 no, 0 abstain, 2 absent (9 eligible to vote).

T URB 480: Housing in the United States

TCOM 101: Critical Media Literacy

TINFO 470: Information Technology for Future Leaders

V. Course Change Proposal

Discussion: TEE 225 is proposed as having a credit change from 3 to 5 credits. Its syllabus indicates 20% participation, which requires a rationale. The syllabus did not contain enough information for APCC to evaluate the change in credits. Was the student work load increasing? Or was the content changing/increasing? Similarly with TEE 331, the syllabus and rationale did not provide enough information for APCC to evaluate the change in credits from 5 to 4. The Religious Studies Minor is seeking to create better scaffolding and clarity within the minor, thus the changes with TRELIG 105 and 210. The TURB 316 course title was changed to be more inclusive, but the course description still contained the term, "citizenship" instead of belonging. Students need to feel comfortable with course descriptions and titles. APCC will give this feedback to the course proposers.

NOTE: The following new course proposals were approved this month by APCC: Menaka Abraham moved, Anthony Falit-Baiamonte seconded: 7 yes, 0 no, 0 abstain, 2 absent (9 eligible to vote).

TEE 482: Senior Project III

TRELIG 105: Introduction to Religious Studies

TRELIG 210: Modern Theories of Religion

TURB 316: Cities and Belonging

The following courses were not approved because APCC needed more information to evaluate the credit changes:

TEE 225: Engineering Ethics

TEE 331: Applied Electromagnetics

VI. Graduation Petitions

Residency related:

1 - 27/69 credits are distance learning

2 - 32/72 credits are non-resident. 20 credits are distance learning, 12 are Seattle ROTC courses.

APCC noted that if they continue to see graduation petitions due to Distance Learning/Residency issues they should look further into the issue and how to address it. APCC will think more about the DL policy at the beginning of Autumn 2017.

Faculty approved both graduation petitions.

VII. Policy Issues & Other Business

a. Subcommittee Updates

The Diversity Designation Review Committee is currently reviewing the course materials provided by Program Administrators. They will meet again to deliberate together and write a report to share at APCC's June meeting. They are looking closely at the review policy to see how it fits with reality. The PNOI subcommittee will meet on 5.17.17 and hope to finalize it after that meeting.

b. UWCC Update

Evelyn Shankus attended UWCC's April meeting on behalf of APCC. She reported that they are interested in collaborating around work that clarifies policy and procedure, in general, as they too experience confusion and unknowns in regard to curriculum. She reported that it was a very worth while experience.

From previous discussion:

Ask UWCC, what's an example of when 20% would be acceptable?

c. WAC Faculty Reps

Faculty meetings are happening throughout academic units this week. The hope is to have WAC reps identified before the end of the academic year. Chair, Jeff Cohen, will contact the School of Education for a WAC rep since their APCC rep is on research leave.

d. APCC Chair – Nomination and Vote

APCC chair, Jeff Cohen, has applied for the Executive Director of Office of Global Affairs position. If he does not receive that position, he is willing to continue as APCC chair next year. If he does receive that position, Menaka Abraham has offered to chair APCC next year. Additionally, if Jeff is APCC chair next year, Menaka will serve as an unofficial vice chair so that she can learn the role. APCC will use this trial year as a springboard to suggest that this structure be formally included into the bylaws. This structure follows the lead of the Faculty Assembly chair and vice chair structure.

VOTE: Jeff Cohen was elected APCC chair for 2017-2018: 6 in favor, 0 no, 0 abstain, 3 absent (9 eligible.)

VOTE: Menaka Abraham was elected APCC chair for 2017-2018 if Jeff Cohen receives the OGA Executive Director position: 6 in favor, 0 no, 0 abstain, 3 absent (9 eligible.)

e. APCC Summer Work and Stipend

APCC will not be holding a summer meeting in 2017. After an analysis requested by the Executive Council of the Faculty Assembly, it was determined that the limited number of proposals does not support the budget expenditure required to have APCC faculty members conduct a summer review. Since the summer meeting is cancelled, the last date to submit proposals prior to Autumn 2017 is Wednesday, May 24th. Any proposals submitted by the 24th will be reviewed at the June 7th APCC meeting. Jeff will alert Program Administrators and ask that they share this information with their faculty and Dean/Director.

f. 2017-2018 APCC Meeting Dates and Deadlines **Appendix A**

Hard copies of the 2017-2018 dates we passed around. They will also be circulated via email.

g. Sign-up for 2017-2018 UWCC Meetings

A sign-up sheet was passed around. It will also be circulated via email.

VIII. Adjourn

Appendix A:

<u>UW Tacoma Academic Unit Processes</u>	<u>UW Tacoma Deadline</u>	<u>APCC Meeting Date</u>				<u>UWCC, UW Curriculum Office, FCTCP, UW-wide Curriculum Processes, Etc.</u>
Allot as much time as your unit, faculty council, dean/director, & curriculum coordinator need to create, process, and review curriculum Example: From idea stage to APCC submission, allot 6 months	for posting proposals to APCC Catalyst board & Submitting to Kualii	All meetings are Wednesdays from 12:30 to 2:00pm in GWP 320	<u>APCC Decisions/Signed Forms</u> Communicated by:	<u>UW Seattle Deadline</u> 1 st non-holiday weekday of the month	<u>Seattle Curriculum Committee (UWCC) Meeting Date</u> 3 rd Tuesdays	Allot ___ time for approval:
				9/3/17	9/19/17	___ for new
	9/6/17	9/20/17	9/26/17	10/2/17	10/17/17	courses,
	9/27/17	10/11/17	10/25/17	11/1/17	11/14/17	___ for
	10/25/17	11/8/17	11/27/17	12/1/17	12/19/17	course
	11/22/17	12/6/17	12/18/17	1/2/18	1/23/18	changes,
	12/27/17	1/10/18	1/24/18	2/1/18	2/20/18	___ for
	1/31/18	2/14/18	2/22/18	3/1/18	3/20/18	new
	2/28/18	3/14/18	3/26/18	4/2/18	4/17/18	programs,
	3/28/18	4/11/18	4/27/18	*May 11, 2018	*6/5/18	___ for
	4/25/18	5/9/18	5/9/18 to help meet 5/11/18 deadline, or 5/25/18 for 7/2/18	*Consolidated May/June meeting	*6/5/18	program changes
	5/23/18	6/6/18	6/22/18	7/2/18	8/14/18	