

**Academic Policy & Curriculum Committee Minutes**

May 13 2020, Zoom 12:30-2:00 pm

***Members Remotely Present:*** *Chair Robin Evans-Agnew, LeAnne Laux-Bachand, Evy Shankus, Jutta Heller, Anthony Falit-Baiamonte (arrival after minutes approval), Menaka Abraham, Eric Madfis*

***Non-voting members:***  *Laurel Hicks (ASUWT), Patrick Pow (Information Technology),**Tammy Jez (Academic Affairs) , Lorraine Dinnel (University Academic Advising), Andrea Coker-Anderson (Registrar),*

***Excused:****, Ruth Vanderpool, Laura Feuerborn, Jill Purdy (EVCAA), Serin Anderson (UWT Library)*

***Guests:***  *None*

***Administrative Support:*** *Andrew Seibert*

# New course and Course Change’s only. No policy discussions. No 1503’s requiring Notice of Proposals

## **Consent Agenda & Recording Permission**

## Agenda verified and recording permissions were granted by the committee

1. **Approval of Minutes**

* **Approval of March 11, 2020 Meeting Minutes**
  + Discussion on March 11, 2020 Minutes
    - Revised Language in section titled “Future Proposal Review for Academic Plan Rubric.”
    - Correction in Section X: Corrected UWCM to UWCC
  + Motion to approve the minutes with the edits listed above made by Chair Robin Evans-Agnew. Moved by Menaka Abraham, seconded by Evy Shankus.
    - ***Vote:*** *6 yes, 0 no, 0 abstentions*
* **Approval of April 22, 2020 Meeting Minutes**
  + Update from April 22 meeting regarding T URB 110 Diversity Designation
    - The Catalyst Survey was sent out by Administrative Support Andrew Seibert to all voting Committee members. The vote was recorded and was Approved with 7 yes, 0 no, 0 abstentions.
  + Further discussion on April 22, 2020 Minutes:
    - Comment from a Faculty member in regards to the Flowchart from April 22 meeting: A Faculty member in SIAS had said the process is very much improved with respect to transparency and clarity and it is very appreciated.
  + Motion to approve the minutes as written made by Chair Robin Evans-Agnew. Moved by Jutta Heller, seconded by Menaka Abraham.
    - ***Vote:*** *6 yes, 0 no, 0 abstentions*

1. **Updates**

* **UWCC**
  + APCC delegate had nothing to report from UWCC meeting in April
* **ASUWT Update**
  + ASUWT has created a survey about student input on the 2020 commencement.
  + ASUWT elections are underway fairly soon. Election voting starts on May 25th, 2020 and ends on May 29th, 2020. ASUWT Laurel Hicks is in the process of writing documents to help the new person currently in her position and the Graduate Senator position Laurel created earlier in the year.
* **Registrar’s Update**
  + At the last Faculty Senate meeting there were three items in their Agenda
    - As of May 14, 2020, Distance Learning is no longer going to be factored into a Student’s Senior Residency. In the past, APCC would get student petitions with this concern. With this motion passed by the Faculty Senate, this will create less restrictions for the Students and less Student Petitions for APCC
    - The Hardship Withdrawals and Annual Drop process is currently being revised by the Office of the Registrar. The plan is to fully roll out these revised processes Autumn quarter 2020.
      * An Annual drop has been revised to a Quarterly Drop allowed for Students who want to drop a course without explanation needed. If a student needs more than one, it is recommended to talk to an Advisor.
      * The words “Hardship Withdrawals” will no longer appear on Student Transcripts. Instead of the words above, a generalized quarter drop will report on Student Transcripts. For the hardship withdrawal, an Hardship explanation can now be used more than once.
      * SAT test has been suspended at this time

1. **Discussions**

* **APCC Report 2019-2020**
  + Chair Evans-Agnew is currently working on an APCC Report. The committee was asked to submit agenda items for committee work the next year (such as monitoring online course delivery in the fall if COVID19 restrictions are extended)
    - **Action Item:** Administrative Support Andrew Seibert will create a Google Doc on the APCC Google Drive to continue the discussion on the APCC goals and concerns to address next Academic Year.

1. **New Course Proposals**

* [T AMST 260: Introduction to Queer Studies](https://uw.kuali.co/cm/#/courses/view/5e9df2b2b50cff260015e0f8)
  + This course is looking to add the Diversity Designation
  + Committee Comments or concerns
    - In UWCM, the course is listed as 1 Credit and should be listed as 5 credits
    - Diversity Application signatures were missing
    - Syllabus mentions rubric for 10% participation, and the rubric was missing.
    - Under description and prerequisites in UWCM, course description was missing and prerequisites were showing course description
  + APCC will send back this New Course Proposal and have it come back to the committee for review
* [T BIOL 456: Urban Animal Ecology](https://uw.kuali.co/cm/#/courses/view/5e700dacd03bae2500618cd0)
  + Committee Comments or concerns
    - Missing prepositions in SLOs
    - Course restrictions or lack of prerequisites were a concern from the Committee and Advisors
    - Does this course have restrictions in the time schedule to specific studies?
    - In the syllabus, it discussed 5% participation, but is not shown in grading components. It is unclear where participation is under in the grading components.
      * Course grade does not add to 100%. Course total comes at 101%
    - Is this course a 10 credit course or a 7 credit course?
      * All field courses are 7 credits. In UWCM it shows as 10 credits, where it should be 7 credits and addition of Non-Instructional Hours for fieldwork in UWCM. On the right side of the hours there is a way to add justification for the other hours.
    - On the syllabus: There was a concern under “My goals for you” being separate from SLOs
      * On the purpose for legacy syllabi, the goals should be in the SLOs
      * Provide clarity on personal goal number 4
  + APCC will send back this New Course Proposal and have it come back to the committee for review
* [T BIOL 252: The Nature of Human Diversity](https://uw.kuali.co/cm/#/courses/view/5e700c639930f12500b2ab16)
  + This course is looking to add the Diversity Designation
  + Committee Comments or concerns
    - Minor number discrepancies, group presentation percentage is listed differently in UWCM and Syllabus
    - A Committee member appreciate that Math faculty was consulted on deciding the course
    - Religious Accommodation statement is missing
    - Missing signatures in Diversity Designation application
    - Would Healthcare Leadership consider this course as a Human Bio prerequisite?
    - Assessment percentage in Syllabus is equal to 102%
      * Percentages mismatch in
    - Will TMATH 110 change be seen by APCC
      * This can't go forward until the Math and Sciences collaborate together (not final wording)
  + APCC will send back this New Course Proposal and have it come back to the committee for review
* [TMATH 109: Financial and Mathematical Foundations](https://uw.kuali.co/cm/#/courses/view/5e700b10f4b5972500fc752a)
  + Committee Comments or concerns
    - Minor grammar issues in course description
    - Clarification on TMATH 98 and how UWT is not allowed to offer TMATH 98
      * A Committee member had said that TMATH 98 is a partnership course with UWT and Tacoma Community College. Students will be enrolled in the course by TCC, but is on campus taught by TCC Faculty.
      * Pre-college credits are not taught on campus.
    - Intended start date was scheduled for Spring 2021, but it is recommended to start this Winter 2021 to benefit students. Would SIAS and SAM be open to moving this to the date above
    - Is this course considered a pathway to TMATH 110
    - Missing text name
    - Missing Religious Accommodation statement
  + APCC will send back this New Course Proposal and have it come back to the committee for review
* [TCOM 343: Global Music Video](https://uw.kuali.co/cm/#/courses/view/5e45e6bfea0f502500d6a830)
  + Committee Comments or concerns
    - Remove review comments from word document
  + APCC will move this New Course Proposal forward.
* [T CRIM 390: Introduction to Criminal Justice Research](https://uw.kuali.co/cm/#/courses/view/5e8650988237ba2500ed0ffd)
  + Committee Comments or concerns
    - While this is a more discipline based course, Social Welfare students are allowed to take this course. Unclear of benefit of cross-hybridization
      * Social Work won't be taking this course, unless it is necessary and they can't get into Social Work.
    - Participation for class rubric is unclear
    - Learning objective 6 is vague
      * The School of Social Work is looking to make this course the main Writing course, so writing will be used in this course.
      * Recommendation to change wording of this SLO
    - Policy under Technology in Syllabus. The Language says that only students with DIsabilities can use a laptop. Would this be a violation of Student Privacy with DRS?
      * It was recommended to change this language
  + APCC will send back this New Course Proposal and have it come back to the Chair for review
* A motion was made to send back all New Course Proposals except for TCOM 343. Motion made by Chair Evans-Agnew. So Moved by Evy Shankus, Seconded by LeAnne Laux-Bachand.
  + ***Vote:*** *7, yes, 0 no, 0 abstentions*

### Course Change Proposals

* [T EDUC 292: Applied Urban Education](https://uw.kuali.co/cm/#/courses/view/5e9f3c4a1e7be725004309cd)
  + Committee Comments or concerns
    - Religious Accommodation needs to be fixed. Please copy and paste as it is with the links provided
    - Need more clarity on why this course went from a 400 level to a 200 level course. It seems like as far as workload for students, it is equivalent to a 400 level course
      * Will past, present, and future students be impacted by this change?
    - This would require a 1503 with an NOP
  + APCC will send this Course Change Proposal back through the workflow to gather more information on this course. APCC Chair and Administrative Support will extend the invitation to the School of Education Faculty in the June 3, 2020 meeting on this matter
* [T EDUC 290 Introduction to Teaching](https://uw.kuali.co/cm/#/courses/view/5e9f35ab4c9bd0250044c54f)
  + Committee Comments or concerns
    - Religious Accommodation needs to be fixed. Please copy and paste as it is with the links provided
    - Need more clarity on why this course went from a 400 level to a 200 level course. It seems like as far as workload for students, it is equivalent to a 400 level course
      * Will past, present, and future students be impacted by this change?
    - This would require a 1503 with an NOP
  + APCC will send this Course Change Proposal back through the workflow to gather more information on this course. APCC Chair and Administrative Support will extend the invitation to the School of Education Faculty in the June 3, 2020 meeting on this matter
* [\*TMATH 350: Foundations of Mathematical Research](https://uw.kuali.co/cm/#/courses/view/5df2b91884135f2500b38ca0)

Sent back through Workflow in UWCM February 2020 meeting. Return reasons: Missing Religious Accommodation Statement. Confusion on UWCM: Change to only for Math Majors, also shows open to non-majors. Co-enrollment isn’t possible. Remove Natural World

* + Committee Comments or concerns
    - Religious Accommodation needs to be fixed. Please copy and paste as it is with the links provided
    - Add Acknowledgement of Responsibility
  + APCC will move this Course Change Proposal forward
* A motion was made to move forward TMATH 350 provided the comments are addressed, and send back TEDUC 290 and TEDUC 292 to get clarity on comments above made by Chair Evans-Agnew. So Moved by Evy Shankus, Seconded by LeAnne Laux-Bachand.
  + ***Vote:*** *7, yes, 0 no, 0 abstentions*

1. **Student Petition**

APCC did not have any Student Petitions during this meeting

1. **Adjournment**

* Meeting was adjourned at 1:40PM
  + Next meeting: May 13, 2020 12:30-2:00PM
    - Zoom