

**Academic Policy & Curriculum Committee Minutes**

June 3rd 2020, Zoom 12:30-2:00 pm

***Members Remotely Present:*** *Chair Robin Evans-Agnew, LeAnne Laux-Bachand, Evy Shankus, Jutta Heller, Laura Feuerborn, Menaka Abraham*

***Non-voting members Remotely Present:*** *Laurel Hicks (ASUWT), Patrick Pow (Information Technology),**Tammy Jez (Academic Affairs), Jill Purdy (EVCAA), Lorraine Dinnel (University Academic Advising) Andrea Coker-Anderson (Registrar), Serin Anderson (UWT Library)*

***Excused:*** *Eric Madfis, Anthony Falit-Baiamonte*

***Guests:***  *Velasquez, Tanya (Senior Lecturer, School of Interdisciplinary Arts and Sciences, Incoming APCC Representative 2020-2021), Aguirre, Julia (Associate Professor, School of Education), Tripathy, Arindam (Associate Professor, Milgard School of Business), Janz, Karen (Lecturer, Accounting Manager), Steffens, Aubree (Undergraduate Program Manager)*

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

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## **Consent Agenda & Recording Permission**

## Consent was received for the Agenda and recording permissions were granted by the committee

1. **Welcome and Introductions**

* Membership updates: Special Thanks to the following outgoing members of the Committee!
  + Jutta Heller: Senior Lecturer, SIAS
  + LeAnne Laux-Bachand: Senior Lecturer, SIAS
  + Ruth Vanderpool: Senior Lecturer, SIAS
* Guests:
  + Julia Aguirre: Associate Professor, School of Education
  + Karen Janz: Lecturer, Accounting Manager
  + Tanya Velasquez: Senior Lecturer, School of Interdisciplinary Arts and Sciences, Incoming APCC Representative 2020-2021
  + Aubree Steffens: Undergraduate Program Manager, Milgard School of Business
  + Arindam Tripathy: Associate Professor, Milgard School of Business

1. **Approval of Minutes**​ from May 13, 2020 - ​*Found in APCC Canvas –06.03.2020 Module*

* No discussion or additions were made to the minutes prior to approval.
* Motion to approve the Minutes as written from May 13, 2020 made by Chair Robin Evans-Agnew. Moved by Evy Shankus and seconded by LeAnne Laux-Bachand
  + ***Votes****: 4 yes, 0 no, 1 abstentions*

1. **Announcements:**

* **EVCAA Update**
  + Summer Term will be held remotely. Faculty will still continue to work in a remote setting. A notification will be sent out sometime soon. APCC representatives are encouraged to announce this to their units as an unofficial announcement.

* **ASUWT Updates**
  + The results for ASUWT elections will be made available on Friday, June 5, 2020.
  + ASUWT is working with Black Student Union and Muslim Student Association on a vigil. A date will be announced to the Committee members at a later time.

* **Updates from UW Seattle (06/02 meeting)**
  + Laura Feuerborn has the following updates on UWCC
    - Participation was thinly veiled under attendance policies
    - The titles of courses that may have not been understandable for one specific school were sent back to reword the titles or sent back for more information..
    - The Committee was less stringent on credits hours compared to UWT

1. **New Course Proposals**

* \*[T BIOL 252: The Nature of Human Diversity](https://uw.kuali.co/cm/#/courses/view/5e700c639930f12500b2ab16)
  + Returned through workflow May 2020. Return reasons: Minor number discrepancies, group presentation percentage is listed differently in UWCM and Syllabus. Positive feedback from a Committee member: A Committee member appreciated 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. Will TMATH 110 change be seen by APCC. This can't go forward until the Math and Sciences collaborate together
    - Here were the comments on this course:
      * Concerns that the readings may not completely cover the “social construction of race”
      * Lesson plans do not describe the reflective practices suggested in the SLOs
      * Each unit should not be micromanaged in terms of how they are approaching the DIV designation, the focus of this committee should be on the SLOs and the DIV designation form.
      * LeAnne Laux-Bachand moved to put all Diversity Designation courses seen in the future by APCC on hold until there is a different approach from the Committee.
        + The motion didn’t pass.
      * Evy Shankus moved to approve T BIOL 252 and recommend getting assistance from Dr. James McShay from the Center for Equity and Inclusion to address the concerns raised above.
        + The motion above was seconded by Jutta Heller.
        + ***Votes:*** *4 yes, 2 no, 0 abstention*
        + This motion was approved
      * Public comments:
      * Julia Aguirre:“There can be diverse approaches to DIV courses. However, we should also think about being responsive and anti-racist. I would want to see evidence in how this course addresses this.”
      * Tanya Velasquez: “Thanks Julia for your comments. I share your concerns. As a guest, I also want my comments to go on record. I understand the committee's commitment to a “fair” process but it is not an equitable one. The approval of the course (not the person) sets a low bar for an interpretation of the diversity designation. I applaud the math/sam division for their efforts but I strongly encourage them to seek consultation outside their division. If I were to propose a Math course, they would urge me to do the same.”
* \*[T BIOL 456: Urban Animal Ecology](https://uw.kuali.co/cm/#/courses/view/5e700dacd03bae2500618cd0)
  + Returned through workflow May 2020. Return reasons: 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
    - Committee comments and concerns
      * The committee had no concerns and T BIOL 456 was approved
* \*[TMATH 109: Financial and Mathematical Foundations](https://uw.kuali.co/cm/#/courses/view/5e700b10f4b5972500fc752a)
  + Returned through workflow May 2020. Return reasons: 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
    - Committee comments and concerns:
      * A committee member stated that there are similar courses in Seattle (FIN 205, TBGEN 250). The member recommends to look for overlap of courses to have the student get credit for the similar courses.
        + Aubree Steffens from the Milgard School of Business added the following for TBGEN 250: “The TBGEN 250 course is not slated to be offered in the near future. And the faculty did come talk to the Undergrad Prog Committee and I don't believe it was decided the IAS course was overlapping.”
    - Once changes are made, APCC will approve TMATH 109.
* \*[TPSYCH 417: Ethical & Legal Issues in Psychology](https://uw.kuali.co/cm/#/courses/view/5dcf106e1e44bd24007c5bae)
  + Returned through workflow February 2020. Return reasons: Under page 2 in syllabus: Missed classes and make up exams sections will need to be revised. You cannot penalize students for behaviors (such as missing class) .. please revise this section and consider deleting: "If you miss more than two in-class assignments, you will obtain a zero for those additional assignments." (this sounds capricious). "In the EXTREMELY unlikely event you miss an exam, an alternative Exam will be given ONLY IF prior arrangements have been made with the instructor or with a university-approved excuse and appropriate documentation. " (it is inappropriate to require documentation). Extra credit cannot be used in a syllabus. Missing religious accommodation language
    - Committee comments and concerns
      * Chair Evans Agnew noticed a mismatch in the course description in UWCM.
    - Once changes are made, APCC will approve TPSYCH 417
* A motion was made by Chair Robin Evans-Agnew to approve all courses in the New Program Proposal column for the courses listing corrections above and have the courses come back to Robin Evans-Agnew in the Summer for approval. The motion was moved by Menaka Abraham and seconded by Laura Feuerborn.
  + ***Votes:*** *6 yes, 0 no, 0 abstentions*

1. **Course Change Proposals**

* \*[T EDUC 290 Introduction to Teaching](https://uw.kuali.co/cm/#/courses/view/5e9f35ab4c9bd0250044c54f)
  + Returned through workflow May 2020. Return reasons: 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
    - Committee comments and concerns:
      * The committee members commented that the added language in the Justification section in UWCM was helpful for the committee to understand.
      * A Committee member was wondering if a 1503 was required due to the change from the 400 level to 200 level course.
        + Julia Aguirre responded that even with the number change, it is not a significant change. A motion was made by Chair Robin Evans-Agnew to approve TEDUC 290 and TEDUC 292 with no edits made to the proposals. The motion was moved by LeAnne Laux-Bachand and seconded by Menaka Abraham.
      * ***Votes:*** *6 yes, 0 no, 0 abstentions*
* \*[TEDUC 292: Applied Urban Education](https://uw.kuali.co/cm/#/courses/view/5e9f3c4a1e7be725004309cd)
  + Returned through workflow May 2020. Return reasons: 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?
    - Committee comments and concerns:
      * Same comments as TEDUC 290 were made.
    - A motion was made by Chair Robin Evans-Agnew to approve TEDUC 290 and TEDUC 292 with no edits made to the proposals. The motion was moved by LeAnne Laux-Bachand and seconded by Menaka Abraham.
      * ***Votes:*** *6 yes, 0 no, 0 abstentions*
* [TSOCW 524: Generalist Practicum](https://uw.kuali.co/cm/#/courses/view/5ebae1867ce40a260085a20c)
  + Committee comments and concerns:
    - All TSOCW courses are making the same Justification and change in UWCM
    - Attendance policy concerns
      * “Attendance and class participation are indications of professional commitment and full (100%) attendance and participation are expectations in all classes.”
    - The prerequisites with the minimum grade in the course description should be removed and in the prerequisites section
* [TSOCW 525: Specialization Practicum](https://uw.kuali.co/cm/#/courses/view/5ebb29c65e7aea2600d75e54)
  + Committee comments and concerns:
    - All TSOCW courses are making the same Justification and change in UWCM
    - Attendance policy concerns
      * “Attendance and class participation are indications of professional commitment and full (100%) attendance and participation are expectations in all classes.”
    - The prerequisites being in the minimum grade in the course description should be removed and in the prerequisites section
* [TSOCW 531: Integrative Policy Analysis](https://uw.kuali.co/cm/#/courses/view/5ebc4d4616afa62600fe707d)
  + Committee comments and concerns:
    - All TSOCW courses are making the same Justification and change in UWCM
    - Attendance policy concerns
      * “Attendance and class participation are indications of professional commitment and full (100%) attendance and participation are expectations in all classes.”
    - In the syllabus on page 8, under assignments, remove COVID-19 documentation request.
    - The prerequisites being in the minimum grade in the course description should be removed and in the prerequisites section
* [TSOCW 532: Integrative Practice I](https://uw.kuali.co/cm/#/courses/view/5ebb31d5e40baf2600f27db3)
  + Committee comments and concerns:
    - All TSOCW courses are making the same Justification and change in UWCM
    - Attendance policy concerns
      * “Attendance and class participation are indications of professional commitment and full (100%) attendance and participation are expectations in all classes.”
    - The prerequisites being in the minimum grade in the course description should be removed and in the prerequisites section
* [TSOCW 533: Integrative Practice II](https://uw.kuali.co/cm/#/courses/view/5ebb371970b63926007e34dd)
  + Committee comments and concerns:
    - All TSOCW courses are making the same Justification and change in UWCM
    - Attendance policy concerns
      * “Attendance and class participation are indications of professional commitment and full (100%) attendance and participation are expectations in all classes.”
    - The prerequisites being in the minimum grade in the course description should be removed and in the prerequisites section
* [TSOCW 535: Research for Integrative Practice](https://uw.kuali.co/cm/#/courses/view/5ebb3b65cba89926005dc200)
  + Committee comments and concerns:
    - All TSOCW courses are making the same Justification and change in UWCM
    - Attendance policy concerns
      * “Attendance and class participation are indications of professional commitment and full (100%) attendance and participation are expectations in all classes.”
    - The prerequisites being in the minimum grade in the course description should be removed and in the prerequisites section
* A motion has been made to send back the TSOCW courses and have them come back to Robin Evans-Agnew and approve if applicable. Motion moved by Jutta Heller, and seconded by Menaka Abraham.
  + ***Votes:*** *6 yes, 0 no, 0 abstentions.*

1. **Discussion: 1503- School of Social Work and Criminal Justice (See** [**Document**](https://drive.google.com/open?id=1yo0cBKzuMc84PWQM7XE04uiHM77MQk6l) **in Google Drive)**

* Committee comments and concerns:
  + The committee had no comments or concerns regarding this 1503.
* A motion was made by Chair Robin Evans-Agnew to approve this 1503. The motion was moved by Evy Shankus and seconded by LeAnne Laux-Bachand
  + ***Votes:*** *6 yes, 0 no, 0 abstentions.*

1. **Discussion: Milgard School of Business (See** [**Documents**](https://drive.google.com/open?id=1kL1gEnElQ20VL-n_eHF9_VXFmvGEzeI-) **in Google Docs)**

* Discussion from Committee members on Significant Change Proposal form and documents on the Refresh of the Accounting Program
  + A committee member has said that Arindam Tripathy has worked closely with the Faculty, and has had multiple one-on-one and group meetings to get this program technologically advanced.
  + Is the current goal to get this operational by 2021?
    - Arindam Tripathy responded that they would like to start then, and start marketing this refresh in January 2021 due to the STEM Designation.
  + A motion was made by Chair Robin Evans Agnew to approve the Significant Change Proposal Form as written. The motion was moved by Laura Feuerborn, seconded by Jutta Heller.
    - ***Votes:*** *5 yes, 0 no, 1 abstention*
* **Refresh Courses. All TACCT courses will need to update Religious Accommodation language in each syllabus for each course. Individual comments listed below.**
  + [TACCT 301: Intermediate Accounting I](https://uw.kuali.co/cm/#/courses/view/5eb48e5510e23b26009ea9b2)
    - The committee had no comments on this proposal.
  + [TACCT 302: Intermediate Accounting II](https://uw.kuali.co/cm/#/courses/view/5eb4916a10e23b26009ea9db)
    - The committee had no comments on this proposal.
  + [TACCT 303: Intermediate Accounting III](https://uw.kuali.co/cm/#/courses/view/5eb5961110e23b2600a09dbb)
    - The committee had no comments on this proposal.
  + [TACCT 311: Cost Accounting](https://uw.kuali.co/cm/#/courses/view/5eb5981b10e23b2600a09dbf)
    - The committee had no comments on this proposal.
  + [TACCT 330: Introduction to Accounting Information Systems](https://uw.kuali.co/cm/#/courses/view/5eb5ade8f6fac82700c207a5)
    - The committee had no comments on this proposal.
  + [TACCT 411: Auditing Standards and Principles](https://uw.kuali.co/cm/#/courses/view/5eb5b705ddc2022600a3bba2)
    - The committee had no comments on this proposal.
  + [TACCT 451: Individual Income Taxation](https://uw.kuali.co/cm/#/courses/view/5eb5b976ddc2022600a3bbaf)
    - The committee had no comments on this proposal.
  + [TACCT 501: Intermediate Accounting I](https://uw.kuali.co/cm/#/courses/view/5eb1a092c399ef2500897328)
    - The committee had no comments on this proposal.
  + [TACCT 502: Intermediate Accounting II](https://uw.kuali.co/cm/#/courses/view/5eb1a96b358ad92600050994)
    - The committee had no comments on this proposal.
  + [TACCT 503: Intermediate Accounting III](https://uw.kuali.co/cm/#/courses/view/5eb1b305358ad926000509cd)
    - The committee had no comments on this proposal.
  + [TACCT 507: Auditing Standards and Principles](https://uw.kuali.co/cm/#/courses/view/5eb1d4e5e7da702500857ee7)
    - The committee had no comments on this proposal.
  + [TACCT 508: Individual Income Taxation](https://uw.kuali.co/cm/#/courses/view/5eb1d919c399ef2500897556)
    - The committee had no comments on this proposal.
  + [TACCT 511: Cost Accounting](https://uw.kuali.co/cm/#/courses/view/5eb1ddad198b65250023716a)
    - The committee had no comments on this proposal.
  + [**TACCT 530: Accounting Information Systems (New Course)**](https://uw.kuali.co/cm/#/courses/view/5e5855802beb4c2500153abb)
    - New Courses: Verify the need to check for overlap with Scott Falgren or Chris Partridge in UW Seattle, and the Graduate School.
  + [TACCT 533: Advanced Financial Statement Analysis](https://uw.kuali.co/cm/#/courses/view/5eb1f9e431f8fa2600300f43)
    - The committee had no comments on this proposal.
  + [TACCT 538: Business Regulation, Research, and Communication](https://uw.kuali.co/cm/#/courses/view/5eb1feb47e0ccc26004bc2a2)
    - The committee had no comments on this proposal.
  + [TACCT 541: Advanced Strategic Cost Management](https://uw.kuali.co/cm/#/courses/view/5eb304f28fe3892600d77df3)
    - The committee had no comments on this proposal.
  + [TACCT 544: Advanced Topics in Financial Accounting](https://uw.kuali.co/cm/#/courses/view/5eb30b22fb2cd1260048789c)
    - The committee had no comments on this proposal.
  + [TACCT 545: Financial Accounting Theory](https://uw.kuali.co/cm/#/courses/view/5eb3168bfb2cd126004879d9)
    - The committee had no comments on this proposal.
  + [TACCT 551: Advanced Forensic Accounting](https://uw.kuali.co/cm/#/courses/view/5eb3192b351c362600e1f674)
    - The committee had no comments on this proposal.
  + [TACCT 553: Tax Research and Analysis](https://uw.kuali.co/cm/#/courses/view/5eb31d85d996672600a12ae0)
    - The committee had no comments on this proposal.
  + [TACCT 554: Tax Planning and Strategy](https://uw.kuali.co/cm/#/courses/view/5eb3295968385b2600fd348f)
    - The committee had no comments on this proposal.
  + [TACCT 561: Advanced Topics in Auditing](https://uw.kuali.co/cm/#/courses/view/5eb3327f68385b2600fd34a9)
    - The committee had no comments on this proposal.
  + [**TACCT 565: Accounting Information Systems and Enterprise Technology Integration (New Course)**](https://uw.kuali.co/cm/#/courses/view/5eb33b87eb203a260064e4e7)
    - New Courses: Verify the need to check for overlap with Scott Falgren or Chris Partridge in UW Seattle, and the Graduate School.
    - No Make up exams and notice of being in class (Absence for an exam will result in a grade of 0)
      * Recommend to change language to work with the students’ needs
      * Assignments in 565 and 566 include class participation and need clarity on how that will be graded
  + [**TACCT 566: Analytics for Accounting (New Course)**](https://uw.kuali.co/cm/#/courses/view/5e585695b72ef32500f34e17)
    - New Courses: Verify the need to check for overlap with Scott Falgren or Chris Partridge in UW Seattle, and the Graduate School.
    - No Make up exams and notice of being in class (Absence for an exam will result in a grade of 0)
      * Recommend to change language to work with the students’ needs
      * Assignments in 565 and 566 include class participation and need clarity on how that will be graded
  + A motion to approve **all** TACCT courses pending edits necessary. Moved by Laura Feuerborn, seconded by LeAnne Laux-Bachand.
    - ***Votes:*** *5 yes, 0 no, 1 abstentions*

1. **Graduation Petition**

No Student Petitions were reviewed during this meeting

1. **Adjournment**

* Meeting was adjourned at 1:50PM
  + This concludes the 2019-2020 Academic year APCC meetings. Meetings will resume in the 2020-2021 Academic year.