

**Academic Policy & Curriculum Committee Minutes**

October 14th 2020, Zoom 12:30-2:00 pm

***Members Present:*** *Chair Menaka Abraham, Robin Evans-Agnew, Sonia De La Cruz, Evy Shankus, Julie Masura, Tanya Velasquez, Laura Feuerborn, Anthony Falit-Baiamonte (arrival after minutes approval)*

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

***Joined through Zoom:*** *None*

***Excused:*** *Dennis Adjetey (ASUWT)*

***Absent:*** *Gillian Marshall*

***Guests:***  *Raj Katti (Dean, School of Engineering & Technology), Heather Dillon (School of Engineering & Technology), Sarah Hampson (Faculty Assembly Chair 2020-2021), Turan Kayaoglu (Faculty Assembly Vice Chair 2020-2021), Will McGuire (School of Interdisciplinary Arts and Sciences), James McShay (Vice Chancellor for Equity & Inclusion), Julia Aguirre (School of Education), Ingrid Walker (School of Interdisciplinary Arts and Sciences), Michael Forman (School of Interdisciplinary Arts and Sciences)*

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

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## **Consent Agenda & Recording Permission**

## Agenda was given consent and recording permissions were granted by the committee

1. **Welcome and Introductions**

New Member: Gillian Marshall, School of Social Work and Criminal Justice

1. **Approval of Minutes**​ from September 23rd, 2020 - ​*Found in APCC Canvas –10.14.2020 Module*

* The Committee reviewed the minutes and did not have concerns regarding the minutes.
* Motion to approve the minutes as written was made by Evy Shankus and seconded by Laura Feuerborn.

***Votes:*** *7 yes, 0 no, 0 abstentions*

1. **Announcements**

* **APCC Orientation**

Due to the high volume of Agenda items, the APCC orientation has been transitioned to a Canvas Module. Faculty Assembly Coordinator Andrew Seibert will provide a Canvas Discussion Board for all APCC members and Curriculum Coordinators.

* **ASUWT Updates**

ASUWT Representative was absent

* **UWCC Sign Up**

Chair Menaka Abraham requested all APCC representatives to sign up for one curriculum meeting in UW Seattle.

1. **Policy Issues & Other Business**

**Diversity Designation discussion (**[**See Slides**](https://docs.google.com/presentation/d/1i0DsicY_XxAWUnmNLfa9adwI78l7hTaQFDDISOcKzu4/edit?usp=sharing)**)**

* Concerns from the solutions raised by committee members and Faculty Assembly leadership:
  + A Committee member expresses concern comparing the Diversity Designation to the Writing Designation Process. This member does not want to eliminate the review process altogether and is not a solution as Diversity is part of the Campus Strategic Plan and part of the campus urban serving environment. This member agreed that the best solution would be the fifth solution, which is to create a subcommittee at Executive Council level with representation from every unit similarly to the Writing Advisory Council to review, repeal, or amend the UWT Diversity review policy.
  + Tanya Velasquez gave another example saying that there are ways that one could cover content from a dated and antiquated approach that would promote an essentialist way of thinking about social group identities from a biological perspective, which would be problematic. There should be a more critical perspective around diversity, equity, and inclusion specifically to race and gender, and the LGBTQIA+ community.
    - Tanya asked if the review process has always been practiced in-house and if other designations are reviewed in the same manner..
      * Menaka Abraham explained that the diversity designation was designed in 2014, and the process is specific to the Diversity Designation only. Only DD is reviewed. Evy Shankus had stated that this designation review was only done once. Robin Evans-Agnew, Menaka Abraham, Anthony Falit-Baiamonte, and Evy were on the committee. Evy stressed that the first time was a dry run. There were more recommendations of how the Sub-Committee could do better than what was anticipated. It was not due to lack of expertise in the Diversity Designation or understanding the purpose of the Diversity Designation. It was more operational such as getting samples from instructors. There are more things that can be improved upon had the process been done again.
    - Evy stated that there are two things to think about. When it comes to expertise, the expertise of the instructor should be at the departmental level in the unit. Another note was the fact that could the committee as a whole be qualified to review the Diversity Designation content. Anyone that is serving on APCC is qualified due to looking at so many designations, so that is not a concern. Having said that, there are people that have expertise in diversity and may know more than some of the committee members.
      * Evy recommends an evaluation committee that has the content expert specialist in the community (CEI). The evaluation should not be going away and there should be some representation whether on EC or APCC.
  + Tanya wanted to clarify that this designation is for the course that is eligible and not for the individual teaching the course. How is assessment done for faculty that teach the course in the future. Tanya also expressed concern about APCC being the center focus of this work. There is also a concern of extended accountability.
  + Menaka had said that the committee will go with the last option in the powerpoint slide to create a subcommittee at Executive Council level with representation from every unit similar to the Writing Advisory Council to review, repeal, or amend the UWT Diversity review policy.
  + Chair of the Faculty Assembly, Sarah Hampson has stated that she has heard similar concerns to the ones mentioned in the powerpoint and they came directly from faculty on campus to leadership. The Faculty Assembly chair suggests taking a pause on the review and taking a step back and suggests to bring in the larger faculty as a whole. By then, it would be possible to address the concerns. The taskforce discussion has been in the talks since last academic year.
  + Menaka stated that when the Diversity Designation process was designed, Center for Equity and Inclusion(CEI) was not a part of the campus. Having CEI is another positive step to get assistance and guidance on the Diversity Designation process.
  + Anthony Falit Baiamonte inquires about who the leader for the subcommittee will be. Anthony asked if CEI Leadership (Dr. James McShay, Tanya Velasquez, and Jimmy McCarty) recommend and to have representation from all units.
  + It is important to have someone from APCC and CEI if possible, with more representation from all units.
  + Robin Evans-Agnew also recommends to see what UW Bothell and UW Seattle are doing for this designation.
  + APCC members Julie Masura and Tanya Velasquez volunteered to serve on the task force.
  + This committee will be created by the Executive Council.

1. **New Program Proposals**

* BS Civil Engineering
  + Menaka stated that there were some changes to 1503 due to concerns from Urban Studies. Some of the courses were renamed and one course was lowered to a 300 level course due to the ABET accreditation requirements.
  + Committee Feedback for BS in Civil Engineering:
    - Patrick Pow asked if there are any heavy duty software that requires specific hardware.
      * Response: ArcGIS will still be used. There are additional CAD courses that will use more advanced software, but should not need extra hardware to meet the minimum requirements.
    - Serin Anderson has said that the Library has received a 4% budget cut and there will be ongoing discussion on reviewing databases and different resources in the Spring. If people are creating courses based on existing resources, they may have to identify key resources and collaborate with the other campuses to obtain those resources.
      * Heather Dillon will let the faculty know about this.
    - The feedback about recruitment and underrepresented populations was great, however it was recommended to expand on additional resources from CEI and create projects that are social justice related, possibly add an SLO to call out specific courses on pedagogy.
    - Heather stated that for recruitment they are following all best practices. On page 9, minimum 3 credits for Diversity Designation. 3 credit courses are few on campus.
      * SET has a council focused on diversity, equity and inclusion and this group is figuring out the best practices but there is no formal plan yet, hopefully by the end of the year.
  + A motion was made to approve the 1503 for the new program proposal for BS in Civil Engineering with pending language by Robin Evans-Agnew and seconded by Evy Shankus.
    - ***Votes:*** *8 yes, 0 no, 0 abstentions*

1. **Program Change Proposals**

* BS in Mechanical Engineering
  + Original proposal was created by Raj Katti and the new chair, Heather Dillon made some changes to this and added electives.
    - Heather said the changes are aligned with Civil Engineering to be efficient with resources
  + Committee made the following comments
    - Tammy Jez asked if there were any additional credits added.
      * Heather Dillon confirmed that the amount of credits were not changed. The format for catalog copy may be sent back, Tammy suggested to revise that section before sending to UW Seattle
  + A motion was made to approve the BS in Mechanical Engineering pending the format changes by Robin Evans-Agnew and seconded by Evy Shankus
    - ***Votes:*** *6 yes, 0 no, 0 abstentions*

1. **New Course Proposals**

Civil Engineering Courses

1. [TCE 305: CAD for Civil Engineers](https://uw.kuali.co/cm/#/courses/view/5f4e9dacc9d0130028e12f8c)
   * A committee member commented that this is the same VLPA request as another course from last year.
   * Expand Acronym (CAD) and in abbreviated title in UWCM
2. [TCE 307: Construction Engineering](https://uw.kuali.co/cm/#/courses/view/5f4ebaa9f37a560027d8dd07)
3. [TCE 327: Transportation Engineering](https://uw.kuali.co/cm/#/courses/view/5f4fb916d67c190026a5818f)
4. [TCE 337: Construction Materials](https://uw.kuali.co/cm/#/courses/view/5f4ff042a483e80026700056)
5. [TCE 357: Environmental Engineering](https://uw.kuali.co/cm/#/courses/view/5f4ff1ca4c8ff30027319058)
   * Needs [DEOHS](https://deohs.washington.edu/) acknowledgement
6. [TCE 367: Geotechnical Engineering](https://uw.kuali.co/cm/#/courses/view/5f4ff3572573a90026cbae8c)
7. [TCE 377: Introduction to Structural Analysis](https://uw.kuali.co/cm/#/courses/view/5f4ffb842573a90026cbaed8)
8. [TCE 390: Undergraduate Seminar in Civil Engineering](https://uw.kuali.co/cm/#/courses/view/5f500440a4106d0026bbcec9)
   * Add the information that this course will be paired with another course for clarity
   * Justification needs clarification on student success
9. [TCE 401: Engineering Project Management](https://uw.kuali.co/cm/#/courses/view/5f50073d2573a90026cbaf04)
10. [TCE 402: Fundamentals of Engineering Exam Review](https://uw.kuali.co/cm/#/courses/view/5f5014272573a90026cbaf33)
11. [TCE 404: Infrastructure Construction](https://uw.kuali.co/cm/#/courses/view/5f50fb5845bbb8002731e1cb)
12. [TCE 411: Traffic Engineering](https://uw.kuali.co/cm/#/courses/view/5f510ace97b7ef0026e27f7b)
13. [TCE 416: Urban Transportation Modeling](https://uw.kuali.co/cm/#/courses/view/5f510c0da7652100265d8f6a)
14. [TCE 424: GIS for Civil Engineers](https://uw.kuali.co/cm/#/courses/view/5f51117497b7ef0026e27fae) (Changed to TCE 309)
15. [TCE 429: Sustainability in Building Infrastructure](https://uw.kuali.co/cm/#/courses/view/5f5145f994c78f0026ef2016)
16. [TCE 451: Design of Metal Structures](https://uw.kuali.co/cm/#/courses/view/5f514af7be15e20026fac7d3)
17. [TCE 452: Design of Reinforced Concrete Structures](https://uw.kuali.co/cm/#/courses/view/5f514c87cda79d00291da749)
18. [TCE 473: Hydraulic Engineering and Hydrology](https://uw.kuali.co/cm/#/courses/view/5f514dedcaee610026d3b131)
19. [TCE 480: Air Pollution Control](https://uw.kuali.co/cm/#/courses/view/5f514f23c2f7aa0028afc4c8)
    * Needs [DEOHS](https://deohs.washington.edu/) acknowledgement
20. [TCE 482: Water Quality Engineering](https://uw.kuali.co/cm/#/courses/view/5f51514d9165250026651541)
21. [TCE 488: Senior Project I](https://uw.kuali.co/cm/#/courses/view/5f5152fc59e87800260a8224)
22. [TCE 489: Senior Project II](https://uw.kuali.co/cm/#/courses/view/5f515425916525002665155a)
23. [TCE 490: Topics in Civil Engineering](https://uw.kuali.co/cm/#/courses/view/5f515b285ecb6500297ad9bd)
24. [TCE 497: Internship in Civil Engineering](https://uw.kuali.co/cm/#/courses/view/5f515ce068281f0027caa8f0)
25. [TCE 498: Directed Readings in Civil Engineering](https://uw.kuali.co/cm/#/courses/view/5f515f1868281f0027caa902)
26. [TCE 499: Undergraduate Research in Civil Engineering](https://uw.kuali.co/cm/#/courses/view/5f51608fe4640f002609291a)

* A motion was made by to approve all TCE courses pending changes by Evy Shankus and seconded by Robin Evans-Agnew
  + ***Votes:*** *5 yes, 0 no, 1 abstention*

Mechanical Engineering Courses

1. [TME 351: Engineering Probability & Statistics](https://uw.kuali.co/cm/#/courses/view/5f6dffe5da75fd0026399c62)
2. [TME 403: Engineering Economics](https://uw.kuali.co/cm/#/courses/view/5f6e00fd00dba4002722d883)
3. [TME 411: Transportation Phenomena for Biomedical Engineering](https://uw.kuali.co/cm/#/courses/view/5f6cf539df32aa0026540a2f)
4. [TME 412: Introduction to Cryo-Biomedical Engineering](https://uw.kuali.co/cm/#/courses/view/5f6cf8698e31f00026e53dee)
5. [TME 415: Sustainable Engineering and Design](https://uw.kuali.co/cm/#/courses/view/5f6d03b18e31f00026e53f34)
6. [TME 416: Life-Cycle Assessment](https://uw.kuali.co/cm/#/courses/view/5f6d0892b50f6e002756bf25)
7. [TME 425: Energy Efficiency in Buildings](https://uw.kuali.co/cm/#/courses/view/5f6df68e5256a600261b8276)
8. [TME 426: Renewable Energy Systems](https://uw.kuali.co/cm/#/courses/view/5f6df809baedee0026e70813)
9. [TME 478: Finite Element Analysis](https://uw.kuali.co/cm/#/courses/view/5f6df93400dba4002722d82c)
10. [TME 479: Computational Fluid Dynamics](https://uw.kuali.co/cm/#/courses/view/5f6dfb72ff9efd0026739e31)
11. [TME 481: Senior Project II](https://uw.kuali.co/cm/#/courses/view/5f6e46a800dba4002722dbed)

* A motion was made to approve all TME courses by Julie Masura and seconded by Evy Shankus
  + ***Votes:*** *5 yes, 0 no, 1 abstention*

1. [TSOCW 555: Integrative Mind Body Mental Health](https://uw.kuali.co/cm/#/courses/view/5f62a5acf4049d002654d2b8)
   * SLOs need to be modified to be measurable
   * A suggestion was made to change the title to Mind, Body, Spirit
2. [TMATH 171: Mathematics for Teachers: Number Systems and Algebraic Concepts](https://uw.kuali.co/cm/#/courses/view/5eb581c1ddc2022600a3b9f6)
3. [TMATH 172: Mathematics for Teachers: Statistics and Modeling](https://uw.kuali.co/cm/#/courses/view/5eb5832810e23b2600a09d06)
4. [TMATH 173: Mathematics for Teachers: Geometry and Measurement](https://uw.kuali.co/cm/#/courses/view/5eb583f1f757bc26002ad09a)

* For TMATH 171-173:
  + Religious Accommodation needs to be added.
* A motion was made to approve TSOCW 555 with pending changes, TMATH 171, TMATH 172, TMATH 173 with pending religious accommodation addition by Laura Feuerborn and seconded by Julie Masura
  + ***Votes:*** *5 yes, 0 no, 1 abstention*

### Course Change Proposals

42. [TME 345: Machining Fundamentals](https://uw.kuali.co/cm/#/courses/view/5f6e144a627ff400269d639d)

* Credit hours need to be revised

43. [TME 373: System Dynamics and Controls](https://uw.kuali.co/cm/#/courses/view/5f6e19fd76ae5f0026e70c91)

44. [TME 435: Thermal System Design](https://uw.kuali.co/cm/#/courses/view/5f6e17ea627ff400269d63d7)

* Needs acknowledgement by [DEOHS](https://deohs.washington.edu/)

45. [TME 441: Mechatronics](https://uw.kuali.co/cm/#/courses/view/5f6e44ce5256a600261b862e)

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* A motion was made to approve the TME course change proposals pending suggestions from the committee by Robin Evans-Agnew and seconded by Evy Shankus.
  + ***Votes:*** *5 yes, 0 no, 1 abstention*

1. **PNOI (See Canvas Module)**

* BA Economics and Policy Analysis (See [feedback](https://drive.google.com/file/d/1KAkYj6efaw_Ttm93YXLQaSuQ_CsxhAkU/view?usp=sharing))
  + Here are the committee comments:
    - In the feedback provided by the Milgard School of Business, there was a recommendation to change this degree to Public Policy Analysis to not confuse it as an economics major.
      * Will McGuire has said that there are other degrees that have economics in their name. Will also stated that Economics is in the major which is why they want to keep the name.
      * Evy Shankus also stated that others in the Business School are adamant that this is not an economics major and to revise the degree title.
        + Will had said that if the degree title was to be changed to Policy Analysis and Economics, it might be considered
    - Chair Menaka Abraham has suggested to meet offline to address the concerns suggested by Milgard School of Business and the stakeholder feedback.

1. **Adjournment**

* Meeting was adjourned at 1:50PM
  + Next meeting will be on November 18, 2020 12:30-2:00 PM