

**Academic Policy & Curriculum Committee**

January 9, 2019, PNK 212, 12:30-1:20pm

**Meeting Minutes**

**Present:** [Menaka Abraham](http://directory.tacoma.uw.edu/employee/mmuppa" \t "_blank), Robin Evans-Agnew, [Serin Anderson](http://directory.tacoma.uw.edu/employee/serin)[,](http://directory.tacoma.uw.edu/employee/jwadland" \t "_blank) [Jeff Cohen](http://directory.tacoma.uw.edu/employee/jwcohen2" \t "_blank), [Andrea Coker-Anderson](http://directory.tacoma.uw.edu/employee/cokera" \t "_blank), [Anthony Falit-Baiamonte](http://directory.tacoma.uw.edu/employee/afb" \t "_blank), [Jutta Heller](http://directory.tacoma.uw.edu/employee/jheller3) (on sabbatical), [LeAnne Laux-Bachand](http://directory.tacoma.uw.edu/employee/leannelb" \t "_blank), Christie Peralta, Jarek Sierschynski, [Ruth Vanderpool](http://directory.tacoma.uw.edu/employee/rvanderp" \t "_blank) **Excused**: Evelyn Shankus, Lorraine Dinnel, [Patrick Pow](http://directory.tacoma.uw.edu/employee/ppow" \t "_blank), [Jill Purdy](http://directory.tacoma.uw.edu/employee/jpurdy" \t "_blank), Sushil Oswal **Guests**: Massimiliano Laddomada, Beth Jeffrey

1. **Consent Agenda and Recording**

Consent given to the agenda and for recording minutes.

1. **Minutes**

The 12/12/18 meeting minutes were approved on a motion from Leann Laux-Bachand, seconded by Jarek Sierschynski with the following changes:

* Add online vote for ‘S’ designation
* Remove names of people when designations are mentioned

*7 yes, 0 no, 0 abstain*

1. **Announcements**There will be a UWCM Training held by Seattle Curriculum Office on 1/17 from 12:30 to 3:30. Members are invited to attend and may also drop in. Chair will send an invitation.
2. **APCC Chair Election for 2019-20**Due to the increasing workload for APCC chair, Faculty Assembly agreed to a two-course release moving forward with the stipulation that only one of the courses can be substituted for stipend ($5000). This has to be voted into the bylaws. Robin Evans-Agnew commented that it’s nice to hear that the increasing load of the chair has been recognized and he commented that even the added workload to the members should be noted. He will continue to champion to balance the increased workload to the members. A vote was held to elect Robin as chair for the academic year 2019-20 and it was unanimously approved. The voting details are *7 yes, 0 no, 0 abstain.* A summer policy with a stipend is in place for the chair since APCC doesn’t meet during summer quarter.
3. **New Course Proposals  
     
   TEE 225 – Engineering Ethics**   
   A few of the committee members expressed concerns over the material taught within the unit instead of encouraging students to take the VLPA designated courses outside of the unit losing the liberal arts component of their education. The restriction seems to be due to the number of credits that the students transfer into the program with, since majority of the students come from community and technical colleges. The ethics portion of the course is dictated by the accreditation curriculum that this program must meet. The chair has the sent the course to Seattle to get some more direction about VLPA courses in general. A member commented that there is a slight disconnect between the justification and the textbook. However, it was agreed to focus on the SLOs instead of the textbook that could change when the course is taught.   
     
   *A motion was made to approve this course for VLPA designation by Jeff Cohen and seconded by Ruth Vanderpool. The motion passed with the following votes.  
     
   4 yes, 1 no, 2 abstain*

**TCOM 250 – Media Activism**  
APCC approved this course with the following suggestions:

1) Multiple “In class write ups” in Syllabus

2) Quizzes are mentioned on page 4 for the first time. Did they mean something else? Please use consistent wording.

**TNURS 545 - Essential Skills for Healthcare Leaders**  
APCC would like to see this course again with clear participation guidelines. Currently, there are two percentages for participation -   
1. Participation (in-person): 35%

2. Participation (on-line): 15%

**THLTH 285 – Introduction to Global Health**  
APCC approved this course with the following suggestions:  
1) Add the overlapping course from Bothell under curricular relationships  
2) Grading seems a bit harsh. Late assignments wording is a bit confusing. Please clarify.

**THLTH 215 - Future of Healthcare: Innovation, Wireless and Digital Care**  
APCC approved this course but would like you consider reworking the long title.  
  
**T BGEN 250 - Personal Finance**APCC would like the wording about "cheating in exam would result in failure of the course" be removed from the syllabus. This course was previously approved with comments but this wording was still in the syllabus so the chair wanted clarification from the committee.

**THLTH 412 - In Fitness and Health: Applying Positive Psychology to Health Promotion**  
APCC approved this course with the following suggestions:

1) Drop the "In Fitness & Health" from the course title

2) Syllabus has the wording - "Use of electronic devices that distract from the environment or learning in the classroom affects your participation as well as other students in the class. Electronics can only be used with permission of the instructor. This will affect your participation grade." FCAS Policy is not to grade based on conduct. See <https://www.tacoma.uw.edu/sites/default/files/sections/FacultyAssemblyIntranet/FCAS-Syllabus-Guidelines_113018_Final%20%282%29.pdf>

3) Please make sure that the syllabus has the same course number.

4) Please let students know about the availability of cameras for taking pictures checked out from IT, if the student cannot afford a camera. Perhaps, add that to the Syllabus. Here’s the link - <https://www.tacoma.uw.edu/information-technology/equipment-checkout>

1. **Course Change Proposals**

[**TBGEN 468 - International Business Field Experience**](https://uw.kuali.co/cm/#/courses/view/5beb18504f68df2e00c51154)

APCC approved this course with the following suggestions:

1) Syllabus should contain the course description and objectives used in UWCM.

2) Please remove the wording - "for which there are no UW Tacoma Course Equivalents." from Course description.

3) Remove the Milgard School of business objectives from UWCM. Only the course level learning objectives should be in that list.  
  
[**TSOCW 501 - Social Policy and Economic Security**](https://uw.kuali.co/cm/#/courses/view/5c197332ea17e42400e6d01c)APCC approved this course.

*A motion was made to approve the courses – TBGEN 468, TSOCW 501, T HLTH 412, THLTH 215, THLTH 285, TCOM 250, with the suggested changes by LeAnne Laux-Bachand and seconded by Ruth Vanderpool. The motion passed with the following votes.  
  
7 yes, 0 no, 0 abstain*

1. **Adjournment**

* The meeting adjourned at 1:35 PM.
* The next meeting for APCC Policy will be held Wednesday, January 23, 2019 from 12:30-1:20 PM in SCI 109.