

**Academic Policy & Curriculum Committee Minutes**

March 10th 2021, Zoom 12:30-2:00 pm

***Members Present:*** *Chair Menaka Abraham, Robin Evans-Agnew, Sonia De La Cruz, Evy Shankus, Joan Bleecker (Filling in for Julie Masura), Tanya Velasquez, Laura Feuerborn.*

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

***Excused:*** *Gillian Marshall, Anthony Falit-Baiamonte, Jill Purdy (EVCAA)*

***Absent:*** *Dennis Adjetey (ASUWT)*

***Guests:***  *Julie Masura*

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

# 

## **Consent Agenda, Land Acknowledgement & Recording Permission**

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

1. **Approval of Minutes**​ from February 10th, 2020 - ​*Found in APCC Canvas –03.10.2021 Module*

* Edits to minutes:
  + Under the bullet point explaining attendance for Representatives that must leave early:
    - Added clarification if APCC went over time what the process would be.
* Motion to approve the minutes as amended was made by Evy Shankus and seconded by Robin Evans-Agnew.

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

1. **Announcements**

* **ASUWT Updates**

ASUWT Representative was absent

* **Updates from UW Seattle**
  + Sonia De La Cruz attended the UW Seattle meeting. There was discussion about the VLPA Designation. See further discussion in Section VIII for more information as what was discussed was in parallel with a policy concern.

1. **New Program Proposals**

* MSIT Full Proposal
  + Correction, the MSIT is not in the Full-Proposal Stage. APCC is reviewing this document for the second time with corrections and requests made at a previous APCC meeting. APCC will not vote on this, however provide feedback.
  + Committee Feedback
    - Diversity statement needs to be explained more (Why 20% female constitutes a diverse population? Also, elaborate on 30% underrepresented population)
      * Tanya Velasquez also added that the data should be specific to disaggregated data in STEM. Not just using national data, but local statistics and overall student population. Specifically if they could delineate between international students and students who are residents or legacy students.
    - Technology Fee: Patrick Pow suggested that on the budget if they have a technology fee that is implemented by the program, the figure should change due to the different student population. Asked for clarification on this and how they differ from the Student Technology fees.
    - Some members of APCC were conflicted about the explanation of the BS in IT requirement to get into the MS in IT
    - Clarify on whether not using AWS or Azure would require students to learn through a different program, and if it would have any impact on the program.
    - A comment was made that the technical rigor is what sets it apart and they were satisfied with the explanation in the PNOI
  + Additional discussion
    - Library: Serin Anderson has let APCC know that they have put in a request for a two year temporary position in this budget cycle that supports SET. The ultimate goal would be to get this position full-time
      * Robin Evans-Agnew also stated that this was not completely clear in some of the SET applications that the Library had to use their own resources for supporting at least two years of this program.
  + All comments will be passed on to the proposers of this PNOI. If you have any additional comments, please send to Menaka and Andrew or to the proposers directly.

1. **Program Change Proposals**

* [Nursing Major](https://uw.kuali.co/cm/#/programs/view/6030569357b3c40027c657e0)
  + Committee Comments
    - This proposal removes a 5 credit advanced math course that delays graduation delays in the program
      * Registrar Andrea Coker-Anderson supports removing this course, as it is a barrier for students
* [Environmental Science Major](https://uw.kuali.co/cm/#/programs/view/6019ff441662f70026019f8a)
  + Committee comments
    - This proposal is asking to increase the number of credits from 133 to 135. A 2 credit seminar is being added to the requirements
    - The Committee had no major comments or concerns to this proposal
* A motion was made to approve all Program Change Proposals. Moved by Robin Evans-Agnew and seconded by Evy Shankus
  + ***Votes:*** *7 yes, 0 no, 0 abstentions*

1. **New Course Proposals**
2. [T ARTS 351: Theatre Practicum](https://uw.kuali.co/cm/#/courses/view/5fd9324e3365be0026893c37)
   * Menaka met with the Faculty teaching the course and recommended that they add instructor permission to the course.
     + Instructor permission cant be added as a prerequisite, however it can be added at the end of the description and then use entry codes.
   * Missing Religious accommodation statement.
3. [TCSS 800: Doctoral Dissertation](https://uw.kuali.co/cm/#/courses/view/604110883773bad1790df06a)
   * Remove “The doctoral dissertation” in the course description
4. [TUNIV 190: Undergraduate Seminar for Success in STEM](https://uw.kuali.co/cm/#/courses/view/5f872e88eaa6a4002632e615)
   * From discussion, there were no additional changes.
5. **Course Change Proposals**

4. [TESC 310: Environmental Research Seminar](https://uw.kuali.co/cm/#/courses/view/602c4a7664d7bb002776b8d9)

* The committee had no suggestions or changes

5. [TCOM 460: Communication for Development and Social Change](https://uw.kuali.co/cm/#/courses/view/5fa97cf0fc85c700262d2bd4)

* The Proposer, Sonia De La Cruz has requested a VLPA for this course by the committee.
  + Justification:
    - Sonia looked at the Tri-campus language, and believes with that definition, it does qualify for the VLPA designation. The way Sonia teaches the course, the case studies are done through a social change lens.
  + After Sonia gave the justification, Tanya Velasquez had said it does fall into the definition of VLPA.
  + Robin Evans-Agnew asked how the final project gets added into the objectives
    - Sonia had stated that the syllabus in UWCM was not updated but the objective is as followed:
      * To analyze how various strategies, interventions and techniques that are being used and communication for development
    - Robin recommended either leaving it as is or change the wording of the objective above.
    - Tanya Velasquez recommended analyze and apply.
  + Final Recommendations: Revise SLOs to meet the VLPA designation requirements.
  + Chair Menaka Abraham had stated that typically course changes are not able to remove designations as course changes. This also reminds the committee to work on a clear definition of the designations

6. [TME 447: Advanced Mechatronics](https://uw.kuali.co/cm/#/courses/view/60367737df98580026de3948)

* Overlapping changes should be removed due to the course changes

*.*

* A motion was made to approve New Course and Course Change proposals pending suggestions from the committee by Evy Shankus and seconded by Laura Feuerborn.
  + ***Votes:*** *7 yes, 0 no, 0 abstention*

1. **Policy Issues & Other Business**

* Election of APCC Chair for 2021-2023
  + Julie Masura spoke to APCC on how she is thrilled and honored to be asked to lead APCC. Julie explains how curriculum is a passion of hers. If elected, Julie Masura would serve for 2 Academic Years (2021-2022 and 2022-2023)
    - A motion was made to make Julie Masura the APCC Chair for the years, 2021-2023 by Robin Evans-Agnew, and seconded by Evy Shankus
      * Votes: 7 yes, 0 no, 0 abstentions
    - Julie Masura has been elected Chair of APCC for the 2021-2022 and 2022-2023 Academic years!
    - Side note from Chair Menaka Abraham: Typically chair for this committee is elected within APCC for background and knowledge of the Committee. If no members of the committee would like to serve as Chair of APCC, the current chair may look into previous APCC members to serve as Chair of the Committee
* Diversity Designation and other Areas of Knowledge update
  + Chair Menaka Abraham explained that the Faculty Council on Tri-Campus Policy Committee had a discussion on areas of knowledge. The formal definitions for the designations have never been officially created. Through this process the following are being looked into.
    - Diversity Designation (Tri-Campus level)
    - Areas of Knowledge (Tri-Campus level)
  + There will also be more discussion and feedback that will be collected locally on the UW Tacoma campus at a later time.
* CEL Designation update
  + Menaka and Andrew attended the Tri-campus meeting. Most were not happy with the APCC feedback from this designation. They did confirm only a couple of students from UW Bothell were asked for feedback. There was discussion of having three different definitions, but were not thrilled with that. The Tri-campus Committee will meet in the next few weeks.
* Designations vote discussion
  + Menaka had added this discussion based on the last meeting when a course is requesting a designation (Diversity Designation). W, R, and S are managed on the APCC website and are not seen by the committee. Those are decided at unit level. The discussion is whether the Committee should have a separate vote for the designation from the course.
    - A motion was made to make the Diversity Designation a separate vote for each applicable course reviewed by APCC. Moved by Evy Shankus, seconded by Laura Feuerborn
      * ***Votes:*** *6 yes, 0 no, 1 abstention*
* Best Practices for Units with Program or Course proposals
  + This discussion has been tabled.

1. **Adjournment**

* Meeting was adjourned at 1:57PM
  + Next meeting will be on April 14, 2020 12:30-2:00 PM