

**Academic Policy & Curriculum Committee Minutes**

May 12th 2021, Zoom 12:30-2:00 pm

***Members Virtually Present:*** *Chair Menaka Abraham, Gillian Marshall, Robin Evans-Agnew, Sonia De La Cruz, Evelyn Shankus, Julie Masura, Tanya Velasquez,Robin Minthorn, 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)*

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

***Guests:***  *William Mcguire (SIAS Faculty), Katie Baird (SIAS Faculty), Aubree Steffens (Undergraduate Program Manager, Milgard School of Business ), Turan Kayaoglu (Faculty Assembly Vice Chair, SIAS Faculty), Michael Forman (SIAS Faculty), Ingrid Walker (Associate Dean of Student Support and Curriculum and SIAS Faculty), Luther Adams (SIAS Faculty)*

***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. **Approval of Minutes**​ from April 14, 2021 - ​*Found in APCC Canvas –05.12.2021 Module*

* The Committee reviewed the minutes and did not have concerns regarding the minutes.
* Motion to approve the minutes as written was made by Julie Masura and seconded by Sonia De La Cruz.

***Votes:*** *8 yes, 0 no, 1 abstentions*

1. **Announcements**

* **ASUWT Updates**

The ASUWT Representative was absent and no update was provided. There is an action item on the Agenda in this meeting addressing a concern by the ASUWT Representative.

* **Updates from UW Seattle**

Incoming APCC Chair Julie Masura went to the last UWCC meeting and over 128 courses passed through UWCC for review, but no other new information from the UW Seattle Curriculum Committee. Julie will attend the June UWCC Meeting.

1. **New Program Proposals**

* [Bachelor of Arts in Economics and Policy Analysis](https://uw.kuali.co/cm/#/specializations/view/6086f57926561d62a5224ebc) (Credential)
* [Bachelor of Arts in Economics and Policy Analysis with honors](https://uw.kuali.co/cm/#/specializations/view/60809581f58cc28131369c0e)(Credential)
* [Bachelor of Arts in Economics and Policy Analysis](https://uw.kuali.co/cm/#/programs/view/60808da53753e576119588aa) (Program)
  + Committee comments from Credentials and Program.
    - Chair Menaka Abraham asked about the First Effective Date, as it was Autumn 2022, then coded in UWCM in Autumn 2021
      * Katie Baird from SIAS stated it may be a typo in UWCM. It may have been Autumn 2021 at one point, however they realized that date wouldn’t work
        + Menaka followed up asking which target date they would prefer

Katie Baird did state the program and credentials are ready at any time. Ingrid Walker stated that since it is not in the schedule for Autumn, Winter 2022 or Spring 2022 would be the target date.

* + - The Chair also asked about admission requirements to the program
      * For most programs in SIAS, there are no admission requirements.
    - There was a concern regarding the number of credits, as it states 63 for the BA program.
      * In SIAS, majors range from 55 to 65 credits
    - In the Program proposal, there was a concern of the last sentence in the Program Overview section
      * “They will also be well-position to begin mid-level careers in government, policy-related enterprises, and businesses.”
        + Recommended to change to “well-positioned”
        + Minor typos like these typically do not hold the proposal, but should be corrected before getting sent to UWCC
    - The Chair stated that APCC decided when there are honors options within the programs that they are vetted by the Global Honors Program. The Chair asked if this has been reviewed by the Global Honors program
      * The Faculty were not aware of this requirement. They will run the Honors through the Office of Global Honors.
        + Evy Shankus stated that this wasn’t necessarily a requirement, but a opportunity to collaborate with the Office of Global Honors
    - There was a question regarding this major impacting the PPE major. If this is approved would there be a simultaneous update to the PPE major so there isn’t an overlap or how advisors would advise students between one or the other.
      * Will McGuire stated that they are taking the curriculum that currently exists in the PP&E major and allowing students to take those classes and recombine it in ways that will lead to this major. They don’t expect any shortfalls. For advising students, Will recommended students who are interested in the economic track in PP&E and government or economic policy to do this major over the PP&E.
        + Michael Forman added the Economics side within the PP&E is much broader in terms of coverage and issues than the EPA major. He does not expect this major to affect resources or enrollments in the courses.

Tammy Jez from Academic Affairs added that the credentials sent to the UW Curriculum Office were sent back due to not having expected enrollment included. It was recommended to add that so it doesn’t set the program back.

* + A motion was made to approve the credentials and the New Program Proposal pending suggestions from the Committee. So moved by Robin Evans-Agnew, seconded by Evy Shankus.
    - ***Votes:*** *8 yes, 0 no, 1 abstentions*

1. **Program Change Proposals**

* [~~Mathematics Major~~](https://uw.kuali.co/cm/#/programs/view/60535bed870fb80027350065)
  + **Correction for the minutes:** The Mathematics Program Change Proposal was reviewed at the last meeting and was approved by APCC. This was not to be reviewed by the committee again in May.

1. **Course Change Proposals**

* [TBANLT 411: Data Management](https://uw.kuali.co/cm/#/courses/view/60396bd2089cf90026139159)
  + For Minutes: TBANLT courses had Curricular overlaps. Because of some glitches in the system, these courses did not go through the proper acknowledgements. Students found out later when they were trying to get credits for the course later on which is a big hold up for the student. These overlaps have been removed in the best interest of Students.
* [TBANLT 460: Predictive Analytics](https://uw.kuali.co/cm/#/courses/view/60396cee40c1de0026c96d33)
  + For Minutes: TBANLT courses had Curricular overlaps. Because of some glitches in the system, these courses did not go through the proper acknowledgements. Students found out later when they were trying to get credits for the course later on which is a big hold up for the student. These overlaps have been removed in the best interest of Students.
* [TCHEM 251: Organic Chemistry I](https://uw.kuali.co/cm/#/courses/view/6019ce697884e20026eb2e71)
  + Acknowledgment of Responsibility needed
* [TMATH 351: Mathematics Seminar](https://uw.kuali.co/cm/#/courses/view/60834a3126561d18bd223b81)
  + Address Acknowledgment of B MATH 121
  + Syllabus encouraged to be attached if credits are changing
* [TWOMN 455: Contemporary Theories in Gender and Sexuality Studies](https://uw.kuali.co/cm/#/courses/view/607735ee0a0fcbe1827718b4)
  + Seattle does not want to see courses without changes in the major fields (This would not need to be seen by the Committee or UWCC)
    - A separate motion for APCC to have SLO changes to pre-approved courses are tracked through the divisions in the units and no longer entered in the UWCM system for review by APCC. Moved by Julie Masura, seconded by Anthony Falit-Baiamonte.
      * ***Votes:*** *8 yes, 0 no, 0 abstentions*
        + This separate motion has been unanimously approved.
* A motion was made to approve TBANLT courses, TCHEM 251, and TMATH 351 pending suggested changes requested by the Committee. So moved by Julie Masura, seconded by Evy Shankus
  + ***Votes:*** *8 yes, 0 no, 0 abstentions*

1. **Graduation Petition**

The Student petition was reviewed by APCC.

1. **Policy Issues & Other Business**

* **Test Optional Policy Update**
  + The Test optional policy was approved at the Executive Council meeting.
* **Hybrid and DL Policy Update**
  + The Hybrid/DL revised policy update was reviewed at the last Executive Council meeting and a Catalyst vote was requested. The final votes will be counted and revealed to EC by the Faculty Assembly Coordinator
* **Syllabi and Grading Issues**
  + It was brought to the Chair’s attention that there is some wording from a syllabus that fails a student based on the final exam outcome. APCC reviews only new syllabi and this wording would have been sent back for revision. Chair asked what the committee can do with faculty that use harsh grading criteria like this.
* [Best Practices for Course Proposals](https://docs.google.com/document/d/1NgdnA_XjzH1Q6Nb0r4dFkxjPTKag5nAtFQyI2RHCCO4/edit?usp=sharing) 
  + Tammy Jez from Academic Affairs, Incoming Chair Julie Masura and current Chair Menaka Abraham have compiled a document for the best practices on course proposals. If you have any feedback on this document, please add any comments and go over it in the June meeting
* **Land Acknowledgement in Syllabus Service Statements**
  + Chair Menaka Abraham is inquiring about whether EC should include the Land acknowledgement statement in suggested syllabi statements. The committee was in favor of making this request to EC.
* **SIAS Concern**
  + Luther Adams, Faculty in SIAS spoke to APCC regarding a SIAS curriculum and faculty affiliation concern that was shared with the committee via email.
    - Section 26 in the Faculty Code
      * Dr. Adams met with the Faculty Senate and referred to Section 26 of the faculty code. He consulted with Secretary of Faculty Senate, Mike Townsend. He was requested to keep the committee in the loop about his conversations with Mike Townsend.

1. **Adjournment**

* Meeting was adjourned at 1:59PM
  + Next meeting will be on June 9, 2020 12:30-2:00 PM