

**Academic Policy & Curriculum Committee Minutes**

October 13, 2021, Zoom 12:30-2:00 pm

***Members Present:*** *Chair Julie Masura, Joan Bleecker, Laura Feuerborn, Jeff Cohen, Shahrokh Saudagaran, Susan Johnson*

***Non-voting members:*** *Patrick Pow (Information Technology),**Tammy Jez (Academic Affairs), Ali Modarres (Interim EVCAA), Andrea Coker-Anderson (Registrar), Serin Anderson (UWT Library), Jai’Shon Berry (ASUWT), Darcy Janzen (Office of Digital Learning)*

***Excused:*** *Urban Studies Representative (See minutes), Ankur Suri, Tanya Velasquez, Lorraine Dinnel (University Academic Advising).*

***Absent:***

***Guests:***  *Ka Yee Yeung (School of Engineering & Technology), Wes Lloyd (School of Engineering & Technology), LeAnne Laux Bachand (School of Interdisciplinary Arts & Sciences), Rebecca Disrud (Writing Center Director).*

***Administrative Support:*** *Andrew J. Seibert*

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## **Recording Permission/Land Acknowledgement**

## Recording permission was granted by the committee

1. **Welcome and Introductions**

**New Members:**

*Jeff Cohen (SSWCJ)*

Ankur Suri (Replacing Menaka Abraham, SET)

*School of Urban Studies: Due to shortage of representatives, Urban Studies will not have a representative this Academic year.*

1. **Approval of Minutes**​ from September 22, 2021 - ​*Found in APCC Canvas –10.13.2021 Module*

* Motion to approve the minutes as written was made by Joan Bleecker and seconded by Susan Johnson.

***Votes:*** *6 yes, 0 no, 0 abstentions*

1. **Announcements**

* **ASUWT Updates**

ASUWT Representative Jai’Shon Berry had no updates to report at this meeting

* **UWCC Updates**

Next UWCC Meeting on October 19, 2021

* **Other Updates**

1. **Policy Issues & Other Business**

Hybrid/DL Policy (See Canvas and Email document)

* Background: APCC worked with Darcy Janzen last spring to get a revised policy that was approved by APCC, however not approved by the Executive Council. Because of that, the Chair of Faculty Assembly in the 2020-2021 established a Task Force for the Revised Hybrid/DL Policy. The Taskforce has completed their work and have came up with this revised policy
  + Discussion from APCC Representatives
    - There was a concern with the policy, and the feedback in the School of Education was not addressed from the last policy addition in an Executive Council Meeting.
      * Chair Julie Masura had mentioned that all feedback from an Executive Council meeting was addressed in the newer Hybrid/DL policy created in the summer. The goal is to get this back up to the Executive Council so representatives can bring it back to their units to get more feedback. It will not go into effect until Autumn 2022 and the goal is to do whatever they can to support Faculty needs and Student needs for Distance Learning
    - Joan Bleecker asked on the role of APCC and EC implementation of the policy and how they know their course could be taught in a DL/Hybrid setting
      * Chair Julie Masura added that the Office Of Digital Learning will have the list of Faculty. If a Faculty member wanted to teach a course online that was on the list, that would be at the unit level, however the Faculty would have the training but courses would be evaluated for the Distance Learning component.
      * Darcy Janzen added with it going back to APCC for approval there will be a broader check
    - Jeff Cohen asked why the decision was made to go back to approving courses versus the Faculty. Jeff also added in regards to number 8 of the proposal where additional documentation reflecting online teaching for a fully online program seems onerous, and if there is a possibility for a revision that removes fully online programs from this requirement.
      * Chair Julie Masura added in regards to the first inquiry that they are trying to streamline the Tri-campus because each campus is doing different things when it comes to DL/Hybrid. The intention is not to train, but to teach others, share pedagogy, and create better online techniques. Julie then addressed the second inquiry by saying that it is not intended to be a major report, but documenting what you’ve been doing, such as creating a quick survey. Julie added that the Chair of APCC will be creating a report for the campus or reporting out on Digital Learning to track the findings.
      * Darcy Janzen added that the Digital Learning Alliance was formed by Vice Provost of Academic Affairs and Student Success Phil Reed. The members have folks from UW Seattle, Bothell, and Tacoma campuses. The goal is to streamline support for Faculty across all three campuses while not duplicating efforts.
      * Susan Johnson also added that there may be pushback from the School of Nursing and Healthcare Leadership as the reflection causes a lot of extra work for Faculty.
        + Chair Julie Masura clarified that it is not per course, but the individual experience and to think of it as a digital pedagogy.
    - Shahrokh Saudagaran suggested that instead of APCC should approve DL/Hybrid courses that it would fall under each Academic unit or Dean/Associate Dean. As far as gathering feedback, he recommended to have an annual survey
    - Jeff Cohen asked what problem is being solved by the revisions. Chair Julie Masura added that this would give Faculty ease through the process.
      * The previous policy stated that every three years APCC would reassess the Faculty
      * Jeff Cohen suggested adding that the current policy isn’t possible based on the changes at UW Seattle
    - Darcy Janzen noted that they went against the Quality Control method to share methods of online teaching
    - Laura Feuerborn added if there were any articles or data that show the trainings need stronger outcomes that it would be helpful
      * Currently there is no data because there is no follow up or recertification or any kind of involvement with Faculty post iTech fellows which is what Darcy Janzen’s office is trying to establish.
  + No motion was made at this meeting. Chair Julie Masura will collect this feedback and get this back to APCC. Executive Council will discuss this in November

Academic Planning - Preparation (See [link](https://www.tacoma.uw.edu/academic-affairs/academic-plan))

* Charge for Representatives
  + Review contents of Academic Plan site
  + Share the Academic Planning & Process document with units
    - Gather feedback from the document for discussion in November
    - Comments will be used to either edit OR completely redraft another process document
  + APCC to develop a process moving forward

1. **New Program Proposals (0)**

* [Bachelor of Arts in Education](https://uw.kuali.co/cm/#/programs/view/605e187e94b0100026744845) (VOTE)
  + APCC had a catalyst survey and the final vote on **all Education courses and the BA in Education** was as follows (6 votes total): 5 yes, 0 no, 1 abstain.

1. **Program Change Proposals (1)**

* **Ed.S School Psychology (See Canvas Module)**
  + Background: This is a workaround because the School of education was developing the program hoping that they could do a transcript review for those coming in and applying for the program. Many of the Students getting into this program would have masters degrees who may be taking courses they already took. However, there was a change from the Graduate School and policy where they no longer view Ed.S degrees as different than Masters degree. They made adjustments to make this an Advanced Standing or Post-Masters Degree program. Appeals to the Graduate school was made by the School of Education, and they recommended to go through this route to stay in compliance with the Graduate school.
  + Committee Comments/Concerns
    - There was a concern regarding four masters degrees and if they all have the same knowledge
  + A motion was made to support the new model mentioned above. Moved by Jeff Cohen and seconded by Susan Johnson
    - ***Votes:*** *6 yes, 0 no, 0 abstentions*

1. **New Course Proposals (0, Votes from September)**

* [T BGEN 492 Special Topics in Sports Enterprise Management](https://uw.kuali.co/cm/#/courses/view/608c1c2493c8abe4d3130043) **(Resultys: 7 yes, 0 no, 0 abstain, DO NOT REVIEW)**
* [TPSYCH 344: Self and Society](https://uw.kuali.co/cm/#/courses/view/60aed03300c8bdffd68473a3) **Catalyst Vote Results: 6 yes, 0 no, 1 abstain (DO NOT REVIEW)**
* [T ARTS 251: Intermediate Acting: Scene Study](https://uw.kuali.co/cm/#/courses/view/60ae5dd12b0c0e6e53a343cc) **Catalyst Vote Results: 6 yes, 0 no, 1 abstain (DO NOT REVIEW)**

1. **Course Change Proposals (1, 1 course votes from September)**

* [T NURS 503: Advanced Nursing Practicum I](https://uw.kuali.co/cm/#/courses/view/60eef78f92c89a0a4fa03a09)**Catalyst Vote Results: 7 yes, 0 no, 0 abstain (DO NOT REVIEW)**
* [T NURS 505: Advanced Nursing Practicum II](https://uw.kuali.co/cm/#/courses/view/60eeffd3d1d365722f82d01d)
  + Revise religious accommodation statement
  + Update credit explanations
  + May want to review campus safety links
  + A motion was made to approve this course pending revisions from above. So moved by Jeff Cohen, seconded by Laura Feuerborn
    - ***Votes:*** *6 yes, 0 no, 0 abstentions*

1. **Presentations**

Update - Graduate Certificate for Software Development Engineering (GC-SDE) Evaluation Strategy (Ka Yee Yeung and Wes Lloyd)

* Notes from Ka Yee Yeung and Wes Lloyd
  + GC-SDE is credit-based professional certificate program consisting of 6 courses over 3 quarters providing 18 graduate credits.
  + We came to the APCC meeting in Spring to request an online synchronous delivery model for this academic year. During the APCC meeting (June 9), this committee asked us to keep you posted regarding this pilot program
  + **First, some statistics and updates of our program.**
    - We started this program in Fall 2020 with 14 students. This year, we have 27 students enrolled in this program.
    - **Number of Applications Received**: 36 (1 was a duplicate application, which was withdrawn. 2 applications were withdrawn overall)
    - **Number of Students Offered/Admitted**: 34 (3 students declined this offer)
    - **Current # of Students Enrolled**: 27
  + **Second, how are we going to collect data?**
    - We will primarily use surveys to collect student feedback about the online synchronous delivery model. Serving as a baseline, we designed a survey to collect information from students in the beginning of the Autumn quarter, with some questions related to the delivery model.
    - So far, 13 students completed the survey with the following results:
    - 13/13 students were aware of the online synchronous learning model prior to signing up.
    - One of our survey questions: “Please rate the importance (from 1 to 10) of the online synchronous delivery model in playing a role in your decision to register for the GC-SDE program?”
    - 9 / 13 = 69% students gave a rating of 10 (= extremely important).
    - 3/ 13 = 23% students gave a rating of 8 (= important).
    - 93% of the students plan to join the online synchronous lectures routinely on Saturdays over 75% of the time.
    - Survey results to date highlight that nearly ~75% of respondents report that the online synchronous delivery format was influential in their decision to enroll. This is confirmed by the fact that about this many also plan to attend the majority of lectures synchronously.
    - At this point, we’d appreciate any suggestions or input from this committee regarding how to assess the effectiveness of this delivery model.
* Questions for Ka Yee Yeung and Wes Lloyd from APCC
  + Jeff Cohen recommended to add open-ended questions specifically to synchronous learning
  + Joan Bleecker asked whether the survey was anonymous.
    - The survey is open to all students in the program.
    - Jeff recommended adding a closed ended question asking how many synchronous sessions students attended and give ranges instead of a whole number

Writing on Campus: LeAnne Baux-Bachand and Rebecca Disrud (See [powerpoint](https://docs.google.com/presentation/d/1jyRW0hhQQP09Vs3fRw3jzDVM5VqKlFHh/edit?usp=sharing&ouid=110676048149328722441&rtpof=true&sd=true))

* Questions and comments for LeAnne and Rebecca
  + Laura Feuerborn asked whether other writing issues will be acknowledged from the graduate level as well.
    - Rebecca Disrud mentioned there is more strain from the student success perspective around the distribution of W courses. LeAnne and Rebecca gathered some data they are happy to provide to the Writing Council provided it is active.
  + Susan Johnson asked if this Council was to be formed whether there is an expectation of a report back.
* LeAnne Laux-Bachand and Rebecca Disrud will meet with Chair Julie Masura to create a formal Charge and list of expectations for the Writing Council and come back to November meeting

1. **Adjournment**

* Meeting was adjourned at 1:57PM
  + Next meeting will be on November 10, 2021 12:30-2:00 PM