

**Academic Policy & Curriculum Committee Minutes**

November 10, 2021, Zoom 12:30-2:00 pm

***Members Present:*** *Chair Julie Masura, Joan Bleecker, Laura Feuerborn, Jeff Cohen, Shahrokh Saudagaran, Susan Johnson, Ankur Suri, Tanya Velasquez (until 1:00 p.m.),*

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

***Excused:*** *Urban Studies Representative (See minutes), Ali Modarres (Interim EVCAA).*

***Absent:*** *Jai’Shon Berry (ASUWT)*

***Guests:***  *Turan Kayaoglu (Chair, Faculty Assembly Leadership), Menaka Abraham (School of Engineering & Technology and Vice Chair, Faculty Assembly), Emma Rose (Writing Studies, SIAS).*

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

# 

## **Recording Permission/Land Acknowledgement**

## Recording permission was granted.

1. **Welcome and Introductions**

**Member updates:**

*School of Urban Studies: Due to shortage of representatives, Urban Studies will not have a representative this Academic year. Jeff Cohen has agreed to liaise information from APCC to their unit.*

1. **Approval of Minutes**​ from October 13, 2021 - ​*Found in APCC Canvas –11.10.2021 Module*

* Edits to minutes:
  1. Under section V
     + Change date from 2021 to 2022
  2. Under section VII
     + Modify language in Ed.S to reflect correct information
       - *Advanced Standing or Post-Masters Degree program*
* Motion to approve the minutes as amended was made by Joan Bleecker and seconded by Susan Johnson.
  + ***Votes:*** *8 yes, 0 no, 0 abstentions*

1. **Faculty Assembly Chair: Ad Hoc Committees**

* Faculty Assembly Chair Turan Kayaoglu had the following shared governance guidelines to report to APCC about Ad Hoc Committees
  + The Faculty Assembly Bylaws allow Standing Committees to create Subcommittees or Ad Hoc Committees. Faculty Assembly Leadership will support the creation of Subcommittees and Ad Hoc Committees if the Bylaws applies, however some guidelines are:
    - The Committee must focus on a policy issue and not a Administrative issue
      * Must be related to the work of Faculty Assembly
    - Understand that Subcommittees and Ad Hoc Committees are unpaid service roles and do not accrue compensation
      * Under discretion of the Faculty Assembly Leadership, some Task Forces may receive a small amount of compensation for their work (e.g. Hybrid/DL Taskforce or summer)
    - The Faculty Assembly Program Coordinator will not be able to support Subcommittees, Ad Hoc Committees, and Task Forces without the Program Coordinator being compensated for their additional duties. It may also not be possible to get Administrative Support, and in that case may recommend finding external support.
* Chair Julie Masura informed the Committee that the Writing Committee proposed by LeAnne Laux-Bachand and Rebecca Disrud would be a conflict as a Staff member would Co-Chair the work of the Committee.
* A committee member asked if the compensation given to Faculty Assembly Leadership and Standing Committee Chairs are made publicly available to the Faculty.
  + Turan Kayaoglu said he would send that information through the Faculty listservs and opened a way to communicate about the compensation

1. **Announcements**

* **ASUWT Updates**

ASUWT Representative Jai’Shon Berry was absent from this meeting

* **UWCC Updates**

Next UWCC Meeting on Nov 16, 2021

Reviewing 135 proposals

If you are interested in attending, please email the Chair of APCC

* **Other Updates**

1. **Program Change Proposals (2)**

* [**Bachelor of Arts in Computer Sciences and Systems**](https://uw.kuali.co/cm/#/specializations/view/616887f6c41277fe180c5b93)
  + Background information
    - During the summer, the following changes were made:
      * Address lack of visibility to the degree
      * Improving retention and attracting students that are not going to the traditional Computer Science degree.
      * Minor is now required
      * Students now work with a Faculty advisor on the portfolio of their work
  + Committee feedback
    - Clarification whether the reasoning on making the changes effective Autumn quarter to keep the cohort together
      * This would be effective in the Junior year (1 credit each quarter) and Senior year, with a total of 6 credits. If the program suffers from enrollment concerns, more will be admitted.
  + A motion was made to approve the change in the BA in Computer Sciences and Systems. Moved by Laura Feuerborn, and seconded by Susan Johnson
    - ***Votes:*** *8 yes, 0 no, 0 abstentions*

* [**Writing Studies**](https://uw.kuali.co/cm/#/programs/view/60b11ba267dcea3e001962f0)
  + Background information
    - Changes to be made in this proposal
      * Requirement of 100 level composition course to declare major (TWRIT 100 or T WRIT 121)
        + Addition of T WRIT 211 (Second year composition course, change from and to or)
  + Committee feedback
    - No major concerns were made by APCC
  + A motion was made to approve the change in the Writing Studies major. Moved by Joan Bleecker, seconded by Laura Feuerborn
    - Votes: 8 yes, 0 no, 0 abstentions
* A motion was made to approve the BA in Computer Sciences and Systems and the Writing Studies Changes with requests mentioned above. Moved by Jeff Cohen and seconded by Susan Johnson.
  + ***Votes:*** *8 yes, 0 no, 0 abstentions*

1. **New Course Proposals (5)**

* [TCSS 462: Cloud Computing](https://uw.kuali.co/cm/#/courses/view/6177060aa7211d2ef307f530)
* [TCSS 496: Portfolio Based Learning](https://uw.kuali.co/cm/#/courses/view/6168833fe707621c18a810cb)
  + Joan had concerns regarding the low student enrollment maximum of 15
    - Menaka Abraham stated that it is not a final number and does want to get as many students as possible, but to also benefit on a 1 on 1 for the student and teacher. They would be open to have more Faculty teach the course
  + Jeff had asked if other students other than the BA Students could take this as an elective
    - Menaka Abraham would give priority to the students in the BA, but is open to other students in all majors
* [TMATH 393: Introduction to Probability Models](https://uw.kuali.co/cm/#/courses/view/60dcebe1643dc907e729212d)
* [T SPSY 549: Cognitive Assessment of Children and Adolescents](https://uw.kuali.co/cm/#/courses/view/6171e542611a9228f7feaf87)
* [T SPSY 550: Introduction to Counseling in Schools](https://uw.kuali.co/cm/#/courses/view/6171e542611a9228f7feaf87)
* A motion was made to approve all New Course Proposals as written and sent to APCC Chair. So moved by Jeff Cohen, seconded by Joan Bleecker
  + ***Votes:*** *7 yes, 0 no, 0 abstentions*

1. **Course Change Proposals (7)**

* [TCSS 142: Programming Principles](https://uw.kuali.co/cm/#/courses/view/613901f3241a95fa2c06b8f3)
* [TCSS 371: Machine Organization](https://uw.kuali.co/cm/#/courses/view/616aee4c090f75cdac2198c9)
* [T EDUC 504: Understanding Educational Research](https://uw.kuali.co/cm/#/courses/view/61719c5f5256da83ab07160a)
* [T EDUC 520: Equity and Justice in Educational Practice](https://uw.kuali.co/cm/#/courses/view/6171a369fed3f255f5b01036)
* [TMATH 207: Introduction to Differential Equations](https://uw.kuali.co/cm/#/courses/view/60b938cf74b500e2e731a0ee)
* [TMATH 208: Matrix Algebra with Applications](https://uw.kuali.co/cm/#/courses/view/60b938cd74b50054bb31a0ed)
* [TPSYCH 308: Conscience, Nature and Technology](https://uw.kuali.co/cm/#/courses/view/6148f652e32eb60bbbddc891)
* A motion was made to approve all Course Change Proposals as written and sent to APCC Chair. So moved by Laura Feuerborn, seconded by Susan Johnson
  + ***Votes:*** *7 yes, 0 no, 0 abstentions*

1. **Policy Issues & Other Business**

* Academic Plan update
  + Updates
    - SSWCJ/SUS: No major feedback from the Academic Plan update
    - SIAS: 3 Faculty responded
      * Under Unit Faculty Responsibility
        + Ask to add divisions of SIAS
        + Will APCC and EVCAA need to make a binding decision on the Academic Plan before EBC, deans and directors.

Concern there may not be a budget for these plans

* + - * + Who will be getting the final Academic Plan? Recommend to send it out to all Faculty
    - MSB:
      * Financial concern of funding Academic Plan
    - SoE:
      * Concerns on missing focus on equity, justice, and inclusion or anything having to do with mission and purpose
      * Recommending Faculty Assembly Executive Council and APCC have opportunity to suggest revisions to criteria and rubric prior to PNOI stage.
      * How the planning process will help or hinder interdisciplinary program development?
    - SET
      * How will we implement the Climate Survey results into the Academic Plan?
    - SNHCL
      * Clear understanding of rankings and moving forward
* Hybrid/DL Policy
  + Collective Feedback from units
    - SSWCJ/SUS
      * Jeff Cohen recommended to use words that would recommend (such as best practices language) instead of must
      * This language was refined and is addressed
    - Office of Digital Learning
      * Agrees that the Asynchronous/Synchronous language could be misunderstood
        + Working on a UW Tri-campus Course Hybrid and online course evaluation guide book and rubric
      * Jeff Cohen asked if this will be reviewed twice with the information above
        + Darcy suggested holding off on this before the current discussion goes forward, as there is now a need for a hybrid initiative. Because of this, there may be a two quarter delay from being able to teach hybrid courses.
      * Darcy also notes that recommending training or accountability is problematic for the Office of Digital Learning
    - SET
      * Concern that if someone has completed the iTech Fellows Training with the new model being introduced
        + iTech Fellows are not required to gain approval of courses prior to this
    - SNHCL
      * Question on whether after vote this goes to the UWT Executive Council
        + This will be sent to UWT Executive Council for review where representatives will share this with their Academic Units.
    - SIAS
      * Clarity on the need for step 5
        + Accountability and for equitable purposes
    - SoE
      * Comments previously made were addressed. One recommendation is to demonstrate success in distance learning courses instead of training
        + Darcy agreed that the Training would not be as helpful. Digital Learning is looking at ways to streamline training so Faculty can self-assess into areas that promote growth in teaching.
    - MSB
      * Concern on each unit making its own exceptions to the policy.
    - Question on whether there can be a waiver for iTech fellows for now while we wait for the definitions to be developed at the University level.
      * There are waivers currently granted through administration, deans on a case by case basis.
  + A motion was made to move the DL/Hybrid Policy to the UWT Executive Council as is. Moved by Shahrokh Saudagaran, seconded by Ankur Suri
    - ***Votes:*** *7 yes, 0 no, 0 abstentions*

1. **Late Proposals (to be reviewed if time permits) - did not review. Moved to December meeting.**
   * **Program (1)**
     + [Mathematics](https://uw.kuali.co/cm/#/programs/view/6144cd71f84393c9497c8ca4) (Program Change)
   * **Courses (New 1, Change 1)**
     + [TMATH 159: Calculus I Collaborative Learning Seminar](https://uw.kuali.co/cm/#/courses/view/60c248cb74e34ab087f935bd) (Change)
     + [TMATH 160: Calculus II Collaborative Learning Seminar](https://uw.kuali.co/cm/#/courses/view/60c2487d2fc057ee9a77238e) (New)
2. **Adjournment**

* Meeting was adjourned at 1:57PM
  + Next meeting will be on December 8, 2021 12:30-2:00 PM