

**Academic Policy & Curriculum Committee Minutes**

September 20th, 2023, Zoom 12:30-2:00 pm

***Members Present:*** *Chair Julie Masura, Joan Bleecker, Ingrid Horakova, Lisa Hoffman, Claudia Sellmaier, Tanya Velasquez, Shahrokh Saudagaran*

***Non-voting members:*** *Lorraine Dinnel (University Academic Advising), Andrea Coker-Anderson (Registrar), Annie Downey (Library), Tammy Jez (Academic Affairs)*

***Not Present:*** *ASUWT Rep, Patrick Pow (Information Technology), Raghavi Sakpal, Susan Johnson*

***Guests:***

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

## **Land Acknowledgement –** read by FA (Faculty Assembly) Administrator

1. **Approval of Minutes**​ - No concerns, minutes approved.
2. **Announcements**
* **ASUWT Updates -** Student representative position is vacant. The Chair will discuss with EVCAA (Executive Vice Chancellor for Academic Affairs) the opportunity for a small stipend.
* **UWCC (UW Curriculum Committee) Update –** Disbanded. See orientation presentation from 9/18 for details of new committees.
* **Other Updates -** The Student Success Kick Off is in BHS 106 on October 5th from 12:30-2:00.
1. **Policy Issues & Other Business**
* New Tri-campus Curriculum Committees
	+ University Committee on General Education (UCGE)
		- Can have up to two Faculty members on the committee
		- After discussion, there has been a request to send the call to all faculty. Chair is happy to reach out to anyone if there are any suggested faculty members that were given at this meeting
		- Inviting UCGE Chairs to attend 10/11/23 APCC (Academic Policy and Curriculum Committee) meeting. All faculty and staff involved with the curriculum will be invited to attend.
	+ University Committee on Curriculum Administration (UCCA)
		- Can have up to two Faculty members on the committee
		- Discussion
			* Julie Masura, APCC Chair has been nominated to serve by Lisa Hoffman. All committee members agreed.
* Academic Plan Questions & Actions
	+ Chair Julie Masura shared the Academic planning policy document which shares the questions & actions in Appendix A in the document. The request is for each unit to get this done during the Autumn quarter. The Chair will meet with the Faculty Assembly Leadership, Dr. Huatong Sun and Dr. Anne Taufen on whether this time can be flexible.
	+ APCC will be gathering this information and will go to the Administrative Support to the committee and post on the website around Winter quarter
* Review UWB’s CADR (College Academic Distribution Requirements) Policy
	+ The Chair shared two documents around the College Academic Distribution Requirements (CADRs) to provide more clarity to UW Bothell’s policy.
		- The committee had substantial discussion on these two documents. The memo created is what the action plan should be a clearer view of the Tacoma Campus CADRs.
		- The process was to be part of a holistic review process
		- Workload of staff is streamlined if followed UW Bothell’s policy
		- This would affect only a small portion of students
		- A member recommended not to rush this and start this policy in Fall 2024.
1. **Graduation Petition –** None.
2. **Late Proposals –** None.
	1. **Adjournment:** 1:50PM. Next meeting will be on October 11, 2023, 12:40-2:00 PM in person.