

**Academic Policy & Curriculum Committee Minutes**

January 10th, 2024, Zoom 12:40-2:00 pm

***Members Present:*** *Chair Julie Masura, Joan Bleecker, Ingrid Horakova, Lisa Hoffman, Claudia Sellmaier, Susan Johnson, Raghavi Sakpal, Kurt Hatch (Delegate for Laura Feuerborn), Tanya Velasquez*

***Non-voting members:*** *Andrea Coker-Anderson (Registrar), Annie Downey (Library), Tammy Jez (Academic Affairs), Patrick Pow (Information Technology)*

***Not Present:*** *Shahrokh Saudagaran, ASUWT Rep, Vacant (University Academic Advising)*

***Guests:*** *Bonnie Becker (AVC Student Success), BethAnn Hoover (Assistant Director, SIAS), Emese Hadnagy (SET), Vanessa de Veritch Woodside (Global Affairs), Jessica Asplund (Director, SIAS)*

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

## **Land Acknowledgement –** read by FA (Faculty Assembly) Administrator. The meeting was recorded for minutes purposes only

## **Approval of Minutes** –and minutes were approved.

## **Announcements**

* **Tri-Campus Curriculum Updates-** [UCGE Feedback](https://uwnetid-my.sharepoint.com/%3Aw%3A/g/personal/jej_uw_edu/ERvsL1NZtDNCi2ieJ8tlhpUBSD08biFiv1r8hk0xenbvHw)
	+ Chair Julie Masura shared the hyperlinked document and asked the committee and Faculty to provide feedback on the document as comments or by reviewing the document on Office 365. Please share within your schools.
* **ASUWT Updates – No updates**
* **Other Updates**
	+ Chair noted that they accidentally left off the School of Social Work and Criminal Justice from the survey list provided in the APCC report to the Executive Council. The Program Coordinator will note this to add the school to the report document.
		- The survey came at the original requested date.

## **Policy Issues & Other Business**

* Academic Planning Policy
	+ Chair Julie Masura shared a friendly reminder of the links in Academic planning. Schools have been working with the Student and Academic Success unit. Links are below:
		- [Academic Plan](https://www.tacoma.uw.edu/faculty-assembly/academic-plan) (Approved)
		- Appendix A: Invigorating Academic Programs
			* 44 entries were received
				+ 4 additional surveys were emailed
			* The preliminary results will be shared at the Faculty Assembly Winter Quarter meeting on January 19th
		- New Programs
			* [Undergraduate](https://www.tacoma.uw.edu/faculty-assembly/undergraduate-degree-programs)
			* [Graduate](https://www.tacoma.uw.edu/faculty-assembly/graduate-degree-and-certificate-programs)
		- **Important:** [**Due Dates New Program and Program Change Proposals**](https://www.tacoma.uw.edu/sites/default/files/2023-11/pnoi_due_dates.pdf)
		- Chair Julie Masura shared the PNOIs for January 17th. The committee can read in advance if they wish, but no comments are needed.
* CADR Discussion
	+ Chair Julie Masura brought to the attention of the committee on an update to the College Academic Distribution Requirements (CADRs), along with a DRAFT of proposed official language. Discussion ensued and these documents will be sent in DRAFT form to the committee to distribute within their units.

## **Program Change Proposals (1)**

* TSET Prefix request
	+ A Request to add TSET as a new prefix was sent to Canvas for committee review.
* A motion was made to support the additional prefix. Moved by Lisa Hoffman and seconded by Raghavi Sakpal
	+ Votes: 7 yes, 0 no, 0 abstention

## **New Course Proposals (5) - See Audit Logs for Requested Updates**

* [T FILM 450: Screenwriting II: Writing the Feature](https://uw.kuali.co/cm/#/courses/view/644f3e75eaa4921b12edba43)
	+ A few course objectives not measurable
	+ Early homework
		- Clarify whether this is part of the course and what it is in the syllabus
	+ Evaluations in syllabus
		- Clarify in numbering
	+ Course description review
	+ Minimum GPA in prerequisite
	+ This course will be sent back to the proposer
* [T BGEN 460: Distinction of Excellence Seminar: Readings in Business](https://uw.kuali.co/cm/#/courses/view/63c9dfa172f22941969008f6)
	+ Minimum GPA for Prerequisite?
* [T CRIM 377: Reentry Success: Exploring Experiences and Programs for Returning People](https://uw.kuali.co/cm/#/courses/view/65aab7dc6ca25f9a513e821e)
	+ Evaluation Details
		- Change points to percentages
		- In Class Assignments
			* Policy needed
	+ Learning Objective
		- Building skills is not measurable
* [TCE 291: Engineering and Technology Seminar](https://uw.kuali.co/cm/#/courses/view/65b0190441f5ed826e16a5b9)
	+ Prefix Change to TSET
* [TCE 299: Introduction to Undergraduate Research in Civil Engineering](https://uw.kuali.co/cm/#/courses/view/65b0216933ec8ea8fa34af31)
	+ Learning objective not measurable
* A motion was made to approve these new courses pending changes requested by the committee. Moved by Joan Bleecker and seconded by Lisa Hoffman
	+ Votes: 8 yes, 0 no, 0 abstention

## **Course Change Proposals (5) - See Audit Logs for Requested Updates**

* [T PHS 123: Physics – Waves, Light, and Heat](https://uw.kuali.co/cm/#/courses/view/655ce0c721214f63ba380de0)
	+ Learning Objective not measurable
* [T PHYS 122: Physics – Electromagnetism](https://uw.kuali.co/cm/#/courses/view/655ce1ee96263ad30fb31bdc)
	+ Learning Objective not measurable
* [T PHYS 121: Physics – Mechanics](https://uw.kuali.co/cm/#/courses/view/654ee4c9b1a27493f4c7697b)
* [T ARTS 120: History of Classical Music](https://uw.kuali.co/cm/#/courses/view/65761894c6a36b3b80494709)
* [TCE 357: Environmental Engineering](https://uw.kuali.co/cm/#/courses/view/65b0290641f5edd88116a6a5)
	+ Missing lab hours
* A motion was made to approve these course changes pending changes requested by the committee. Moved by Lisa Hoffman and seconded by Claudia Sellmaier
	+ Votes: 8 yes, 0 no, 0 abstention

## **Graduation Petition (Sent via separate email to voting-members of the Committee**

No student Petitions were reviewed by the committee

## **Late Proposals (to be reviewed if time permits, 0)**

## **Adjournment**

* Meeting was adjourned at 1:57PM
	+ Next meeting on March 13, 2024, 12:40-2, Zoom