

## **Annual Report from Academic Policy & Curriculum Committee (APCC)**

**2012-2013**

submitted by Nita McKinley, Chair

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**Committee members:** *Linda Ishem (Urban Studies); Diane Kinder (Education); Janice Laakso (Social Work); George Mobus (Institute of Technology); Lauren Montgomery (IAS), Doug Wills (Business), Alexis Wilson (Nursing); Nita McKinley (IAS), Chair; Andrea Coker-Anderson, ex-officio (Registrar); Patrick Pow, ex-officio (IT); Jennifer Sundheim, ex-officio (Library); Lynda West, ex-officio (Advising).*

This year, APCC has made major changes in structure, proposed major policy on faculty oversight of all academic areas, proposed a process for designating courses to meet the new University Diversity Course Graduation Requirement, reviewed new campus-level procedures for proposing new courses and programs, and formalized procedures for submitting and reviewing course and program proposals to the committee. In addition, APCC has reviewed many course and program proposals, as well as conducting other routine business, such as reviewing student graduation petitions. This report includes details of some of the major accomplishments of this committee.

- ***Transition to New APCC and Clarifying Role of New Committee.***

Faculty assembly voted to restructure the old Academic Policy Committee (APC) and Curriculum Committee (CC) in Autumn 2012. The CC was disbanded and the new Academic Policy & Curriculum Committee (APCC) met for the first time in November 2012. The new APCC fulfills all the previous responsibilities of the old Academic Policy Committee, including reviewing program proposals and changes, attending to matters related to admission and graduation requirements, and providing guidance to the VCAA on “policies regarding the interpretation and administration of academic regulations on the campus.”

- ***Faculty Oversight of Academic Units***

The APCC examined the mechanisms for faculty oversight of academic areas that are not directly associated with a particular program, such as the Office of Undergraduate Education (OUE) and Global Honors (GH). These units propose and maintain curriculum. In March, GH proposed a minor in Global Honors. Setting admissions and graduation requirements and developing and maintaining curriculum is faculty purview, but these units have no institutionalized venue for this oversight. There is a long history of concern about faculty oversight of these programs. Part of the APCC role in considering course and program proposals is to ensure that appropriate faculty review/voting has occurred.

APCC proposed to the EC that a policy be implemented requiring all units that set admissions/ graduations requirements and/or develop or maintain curriculum have a permanent council of faculty that is empowered to vote on these academic decisions. This policy was changed by the EC to also include a requirement for by-laws. The policy was passed and is in process of being implemented.

- **Procedure to Designate Courses as Diversity Courses**

In consultation with Sharon Parker (Assistant Chancellor for Equity and Diversity), Julia Aguirre (member of the UWT Diversity Task force), and Jill Purdy (Vice Chair of the Faculty Assembly), APCC discussed and recommended a procedure for designating courses to meet the Diversity Course Graduation Requirement through the regular course proposal process. The goal was to ensure cross-program faculty oversight so that this designation remains meaningful and to avoid some of the problems that have emerged with inconsistent way courses are designated as W or Q courses.

This process has been submitted to the EC for approval. An expedited review process is planned in Autumn 2013 to ensure courses are designated in time for the 2014-2015 academic year.

- **Changes in Campus-level Curriculum and Program Review Procedures**

APCC reviewed curriculum and program process changes in consultation with Ginger MacDonald and provided comments and questions about the processes. Particularly, APCC has requested a chance to review new program proposals earlier in the proposal process (as well as at the final approval stage) so that cross-program input can be given at an early stage of development for new programs. Development of campus review procedures is ongoing.

- **Formalizing Procedures for Submitting and Reviewing Proposals**

APCC formalized procedures for submitting course and program proposals to the committee. The annual calendar with committee meeting dates and submission deadlines for proposals was distributed to the campus. The committee also arranged for an summer meeting so that proposals could be handled in a timely manner for Autumn curriculum deadlines.

APCC also began notifying all faculty about upcoming proposals via email. This has resulted in conversations across programs about proposed courses and programs, most of which were resolved prior to the APCC review.

- **Curriculum and Program Review**

Proposal Type	Total Rec'd	Approved	Not Approved	Approved after Resubmission
New Program	3	1	2	2
Program Change	14	14		
New Course	76	74	2*	
Course Change	30	30		
New Prefix	2	2		

\*Proposals were withdrawn.