



Academic Policy & Curriculum Committee

October 15, 2014, WCG 322, 12:30-2:00pm

Agenda

I. Consent Agenda – Minutes : 9/23/14 and 10/1/14

II. Proposal Reviews

a. Revisits

IT - Mobile Digital Forensics

TEGL401 - Critical and Indigenous Methodologies, Diversity designation

b. Program Changes

IT - ABET Accreditation

IAS - PPE Major

c. New Courses

TPHIL251 Data and Discourse

TPSYCH412 Lifespan Imaginative Play

THIST251 The Global Twentieth Century

III. APCC Charge for 2014/15 from EC

- i. Review diversity courses at UW Tacoma and propose policy/changes.
- ii. Coordinate with Writing Director, Asao Inouye, regarding the W designation.
- iii. Evaluate new program approval process and recommend improvements.

IV. Other Business

- a. Urban Studies PNOI for MA in Community Planning – Linda Ishem
- b. Executive Council Review
- c. Curriculum review processes within u
- d. Core changes – update
- e. Milgard Proposal approved
- f. Graduation Petition – Christian Joubert
- g. EC meeting, Friday 10/24 1-3pm – Can someone attend?



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Meeting Minutes

Present: Linda Ishem, Doug Wills, Janice Laakso, Lauren Montgomery, Jeri Carter (Advising), Luther Adams, Jenny Sheng, Jennifer Sundheim (library), Kathy Beaudoin, and Patrick Pow (Technology).

Absent: Alexis Wilson and Andrea Coker-Anderson (Registrar).

I. Consent Agenda – Minutes: 9/23/14 and 10/1/14

Action

Minutes for the 9/23/14 and 10/1/14 meetings were approved.

II. Proposal Reviews

a. Revisits

IT - Mobile Digital Forensics

TEGL401 - Critical and Indigenous Methodologies, Diversity designation

Discussion

Chuck Costarella responded as though the committee asked IT to collaborate with Urban Studies. IT did not go to Urban Studies for this proposal, but instead assessed overlap through the Urban Studies website. Lauren Montgomery took responsibility for not being clear about why Chuck should contact Urban Studies. Linda volunteered that she showed the proposal to the Geospatial Group and they were OK with it.

Faculty does not want the units to get comfortable overlooking this part of the application. Lauren said she informed the Program Administrators of the importance of contacting other potentially impacted units in the interest of promoting communication across our campus.

Patrick Pow indicated that previously Sam Chung coordinated Information Technology Systems; now that is Chuck's role and he is still fresh.

The committee and Lauren agreed that Lauren will send an email of clarification as to what APCC was really asking Chuck to do.

Lauren reported that Bill Kunz, Vice Chancellor for Academic Affairs, has taken Ginger MacDonald's and JW Harrington's prior responsibilities. The committee wondered who would shepherd new proposals and their proposers through the process like Ginger had.

The VCAA search will begin in November using the same search firm: Diversified Search. Selection will not occur until the new Chancellor can select the finalist. By September, both the VCAA and the Chancellor should be in place.



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Action

Doug Wills moved to approve the Mobile Digital Forensics; Kathy Beaudoin seconded. 4 were in favor.

Linda Ishem moved to approve TEG401; Doug Wills seconded. 4 were in favor.

b. Program Changes

IT - ABET Accreditation

IAS - PPE Major

Discussion

The committee asked about the 3 tracks of the PPE Major. IAS wants to make tracks, so that they show up on DARS. IAS is making sure that all majors have taken at least one course in philosophy, politics, and economics.

These are some of the first changes to convert CORE courses.

Action

Doug Wills moved to approve the program changes; Linda Ishem seconded it. 4 were in favor.

c. New Courses

TPHIL251 Data and Discourse

TPSYCH412 Lifespan Imaginative Play

THIST251 The Global Twentieth Century

Discussion

One member asked if TPSYCH412 could be an Education minor course. Lauren Montgomery said that even if it were not, there is enough of a demand for psychology courses, that the course would fill.

Another member said that this committee is not supposed to review that portion of the application.

Another member notices the array of assignments in the THIST251. Members responded that it is a good approach for different kinds of learners.

Action

Janice Laakso moved to approve three courses; Linda Ishem seconded. 4 were in favor.



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III. APCC Charge for 2014/15 from EC

i. Review diversity courses at UW Tacoma and propose policy/changes.

Discussion

The committee agreed it was important to take time to review diversity courses especially since the standard has changed. Faculty also believed that designing and teaching these courses takes knowledge, expertise, skills, and training. Faculty would like the requirement of qualified faculty written into the syllabi.

Action

The committee agreed that Luther and Linda should share the responsibility of reviewing previously approved courses and will report back to the committee in January.

ii. Coordinate with Writing Director, Asao Inoue, regarding the W designation.

Lauren Montgomery suggested inviting Isao Inoue, the University Writing Director, to the next APCC meeting to evaluate the W designation. The committee agreed.

iii. Evaluate new program approval process and recommend improvements.

Lauren Montgomery presented a Checklist of stakeholders that Ginger MacDonald had created and Lauren received through Bonnie Becker.

Lauren said that Executive Council has asked APCC to offer Bill Kunz, Vice Chancellor of Academic Affairs, substantive recommendations in how new programs proposals should move through UW Tacoma.

Member discussed common problems or errors:

- Some proposers and units asked for advice and help from Ginger MacDonald, while others have not.
- Information has been submitted too late and, therefore, review is rushed
- When the proposal comes last minute to the committee, it forces the committee to approve something they couldn't fully review. Feedback needs to be sought early in the process. The committee needs to be able to tell proposers to complete a list of requests.
- APCC is a committee of faculty representing every unit on campus so that communication can happen to avoid overlap in curriculum and programs.



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- There is no process yet to determine if students will want to take courses and/or program.
- Some proposers are not checking with the stakeholders.

The committee discussed solutions:

- APCC needs to review at the PNOI step of the process. Comments and requires are needed then to shape the proposal and insure approval from the committee later.
- When PNOI goes active for 10 days, the impacted groups need to be notified and the proposal needs to go through the checklist of stakeholders for fuller campus review.

The committee prepared some questions for Executive Council:

Faculty stated that the screening and approval process done in Seattle for all three campuses is run by administrators; they cannot review curriculum as faculty can. This reiterated to the committee that faculty needs to have voice in these programs and reaffirmed the purview of the committee. Campus expects APCC to review and scrutinize these proposals to create accountability and adhere to mission of the university.

IV. Other Business

a. Urban Studies PNOI for MA in Community Planning – Linda Ishem

Linda commented that it was still too early to discuss.

b. Executive Council Review

Executive Council will review APCC because there has been no review since the two committees were combined into one. Lauren said that Nita McKinley, Faculty Assembly Chair, suggested interviewing APCC then the program administrators to create suggestions in November.

c. Curriculum review processes within UWT

Lauren Montgomery said that six out of seven units had sent their processes. She replied to the units with:

- 1) To promote campus communication, have other programs review program proposals
- 2) Contact Registrar, Library, and IT for program proposals
- 3) APCC might need two months to review and process curriculum and program proposals



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d. Graduation Petition – Christian Joubert

Discussion

Christian Joubert is a Global Studies major who participated in a study abroad program in France close to his graduation date. Tacoma campus does not hold French courses so Christian sought information from Seattle's campus in addition to Tacoma's campus. The credits need to be changed from FStudy to T----. It was a consistent problem that Tacoma campus faculty did not respond or did not respond in a timely manner.

Academic Advisor Heather Hucks's response is not an exaggeration when Tacoma students try to take courses in exchange; it is quite difficult.

The committee suggested

- Bringing this to Tracey Norris, Study Abroad Advisor, and her committees.
- That the VCAA oversee and ensure the study abroad credit approval process.
- Students need to know before the leave on their trip if their courses will or will not be approved.

Action

Janice Laakso moved to accept the petition and allow Christian Joubert to graduate. Kathy Beaudoin seconded. 5 were in favor.

e. EC meeting, Friday 10/24 1-3pm – Can someone attend?

Linda Ishem volunteered to attend.