



Academic Policy & Curriculum Committee

December 10, 2014, WCG 322, 12:30-2:00pm

Agenda

- I. Consent Agenda - Minutes: 11/19/14

- II. Proposal Reviews
 - a. *New Programs*
 - B.S. - Electrical Engineering
 - b. *Program Changes* (none this month)
 - c. *New Courses*
 - TESC199 - Preparation for Careers in Biomedical Sciences Seminar
 - TRELIG345 - Christian Thought and Ethical Practice (Diversity)
 - TLIT335 - Middle Eastern American Literature
 - TMATH221 - Spatial and Geometric Reasoning
 - TMATH413 - Coding Theory
 - TEDLD583 - Research and Systematic Inquiry in Education IV: Proposal Development
 - TINFO480 - Research Methods
 - TINFO101 - Introduction to Cybersecurity
 - TGIS505 - Urban Planning Applications
 - TGIS506 - Environmental Planning Applications
 - TGIS507 - Practicum 1: Planning and Design (Resubmission)
 - TSOCW552 - Indian Child Welfare
 - d. *Course Changes*
 - TESC437 - Stream Ecology
 - TEDUC519 - Linguistics for Teachers
 - TEDUC563 - Cultural and Linguistic Contexts for Instructing ELL
 - TEDUC564 - Methods and Curricula... for ELL
 - TEDUC565 - Research and Methods for Math and Science...ELL
 - TEDUC569 - Testing and Evaluation for ELL

- III. Other Business
 - a. EC review update
 - b. Writing Studies Director Asao Inoue (1:10PM)



Academic Policy & Curriculum Committee

December 10, 2014, WCG 322, 12:30-2:00pm

Minutes

***Present:** Luther Adams, Andrea Coker-Anderson, Jane Compson, Linda Ishem, Bill Kunz, Janice Laakso, Lauren Montgomery, Patrick Pow, Jenny Sheng, Jennifer Sundheim, Doug Wills, and Alexis Wilson*

***Absent:** Kathy Beaudoin*

***Guest:** Rajendra Kaati, Professor, Institute of Technology*

I. Consent Agenda – Minutes: 11/19/14

A question was raised about the discussion on TCRIM450 Comparative Criminal Justice Systems, Study Abroad. The committee asked Mary A. Smith to check with Patrick Pow and Jenny Sheng later to see if they agree with the wording.

The minutes from 11/19/14 were accepted pending Patrick and Jenny's approval.

II. Proposal Reviews

a. New Programs

Discussion with proposer – B.S. in Electrical Engineering, Raj Katti attending

i. Campus Support Programs

The committee asked that campus service units approve the program (the library, Information Technology, and the Registrar). Bill Kunz responded that the Director of Curriculum Development will oversee that review in the future.

ii. Course Completion Requirements

Faculty asked that the course completion requirements be reworded to create equity between first-year students and transfers.

iii. Faculty Lines

Members asked if the additional faculty lines had been approved. Raj responded they had not. The intention is to hire two new faculty for computer and electrical engineering. Bill said approval that is the next step in the process after APCC's approval.



Academic Policy & Curriculum Committee

December 10, 2014, WCG 322, 12:30-2:00pm

Minutes

iv. Laboratory Space

Lauren asked laboratory space is allocated. Raj responded that 2 or 3 laboratories already existing laboratories can be shared. He and Bill said that Bates Technical College has asked to co-locate. Raj also said that 1 or 2 additional laboratories are needed on campus; if the future Urban Solutions Center (Tacoma Paper and Stationery Building) cannot hold these laboratories more space will be needed. Lauren asked where the money would come from to pay for the laboratories: each costing \$6,000 with \$36,000 total. Raj stated that the advisory board will acquire the funds and, in many cases, companies donate equipment for these programs.

v. Need

Faculty asked if institutions in the surrounding area had similar programs. Raj Kaati responded that UWT would be the only Tacoma institution to have this program. Others are located in Portland, Bothell, and Seattle. He added that there is a shortage of electric engineers in our area. The Puget Sound Naval Shipyard in Bremerton hires 700 electrical engineers yearly. Boeing, Cisco, and local power companies are eager to hire. Faculty asked if the curriculum reflected the local companies' needs. Raj said yes with support letters from regional companies.

vi. Voting Delay

The committee noticed without the course proposals they could not vote. Raj said that there are 16 new courses and paperwork finished. Lauren Montgomery said that the courses need to either precede or accompany the 1503.

Committee-only Discussion

Lauren voiced concerned over laboratory space and 6 faculty needed especially because there are existing programs on campus with no laboratory space. Bill clarified that this committee is to review academic integrity. The administration is concerned with paying for and allocating space.

Faculty showed concerned that the program is designed for businesses and the creation of work versus the best interest of students and the university.

Committee members asked that the proposers seek campus support review for a more in-depth discussion.



Academic Policy & Curriculum Committee

December 10, 2014, WCG 322, 12:30-2:00pm

Minutes

Lauren will clarify the policy on which courses need to precede or accompany the 1503 with program administrators. Bill suggested waiting until January to vote on the 1503 along with the course proposals.

Action

Committee decided that it to review both the program and new course proposals in January.

b. New Courses

Discussion

Faculty asked if Nursing needs to sign TESC199's proposal because it is pre-medical. Alexis Wilson commented that IAS has been communicating with Nursing. There is some overlap, but they are coordinating with Nursing. Faculty asked that they check the box to indicate they reviewed with another unit. This course was returned to IAS for that step.

Luther Adams, Chair of EGL, said he was not contacted in regards to TLIT335. The proposers listed a group that they did not contact. He sees this as a problem with process, but not with the course. The course was returned to IAS for review by EGL.

Action

Janice Laakso moved to approve the new courses with the exception of TESC199 and TLIT335; Doug Wills seconded. 7 were in favor, and the courses unanimously passed.

c. Course Changes

Discussion – Series of Education Courses changing from 3 credit to 2 credit

Lauren asked if these are online courses. It is listed as online, but presentations are a part of the grading. The committee suggested inviting Education to come to the January meeting to explain this incongruence.

Action

Janice Laakso moved to approve the Stream Ecology new course; Linda Ishem seconded. 7 were in favor, unanimously passing the proposal.



Academic Policy & Curriculum Committee

December 10, 2014, WCG 322, 12:30-2:00pm

Minutes

III. Other Business

a. EC review update

Committee members requested a clear agenda in their meeting with Executive Council leadership. It was suggested that because of Director of Curriculum Development, the review should wait until this person is hired and the process issues are resolved.

b. Writing Studies Director Asao Inoue

Lauren introduced that the committee's charge included working with the writing director.

i. Campus Standards

Asao stated that he did not find consistent course writing designation information across campus. Seattle's campus has a complete set of standards:

- Writing of 10-15 pages
- At least one revision to a draft
- There must be feedback from faculty and/or a Teaching Assistant; this standard does not omit peer-review, but does not allow peer-review to substitute for faculty review

Asao feels that these are the bare minimum; they should be more challenging. He suggested that students not just write research paper, but that the net be spread to include reports and laboratory reports. He also wants to see the concept of frequent writing-to-learn where the stakes are low, such as journaling and reflective writing.

Asao continued that currently only one course is required, along with 10 credits of W-designation and 5 credits of composition.

The committee stated that the W-designation does not expressly follow the course, but rather the course when taught by a particular instructor. Asao said that would hold students back from graduation planning.

Asao proposed the question of what the W is for: writing within their major, general writing, or other.

ii. Stretch Programs

Asao stated that he is working to create stretch programs so that students can grow from where they are. It's problematic that there are no drop-in times at the Teaching and Learning Center, only scheduled appointments. Therefore, if a



Academic Policy & Curriculum Committee

December 10, 2014, WCG 322, 12:30-2:00pm

Minutes

student receives an assignment at week 2, and assignment is due in week 3, they cannot get an appointment in time.

iii. Writing Studio Course

Faculty asked about TWRT111. It was defined within the CORE, but because of the wide spectrum of students, it was difficult to teach. Students need to know that this course is not just the first year writing course, but can be taken at any time to support any student in any course. Faculty asked that these resources are communicated and made availability to faculty and students. Bill Kunz intervened, saying that the role of the Director of University Writing in conjunction with the Teaching and Learning Center is not clear; this is not his purview.

iv. Course of action

Asao and the writing advisory committee will send out a plan for requirements, training, processes, and resources for feedback.

c. Conversation on prerequisites in January – scheduled for 1/19/15

d. Math major and biomedical sciences major in one meeting?

Members stated that the campus support services have not seen the Biomedical Sciences proposal.

The committee agreed to use a doodle poll to find a good meeting time.