

Annual Report from Academic Policy and Curriculum Committee (APCC)
2014-2015

Submitted by Lauren Montgomery, Chair
May 28, 2015

Committee members: **Faculty:** Janice Laakso/Alissa Ackerman (Social Work); Linda Ishem (Urban Studies); Doug Wills (Milgard School); Jenny Sheng (Institute of Technology); Kathy Beaudoin (Education); Luther Adams, Lauren Montgomery & Jane Compson (IAS); Alexis Wilson (Nursing); **Ex-Officio:** Andrea Coker-Anderson (Registrar); Patrick Pow (IT); Jennifer Sundheim (Library); Jerry Carter/Lorraine Dinnell (Advising); Jocelyn Patterson (ASUWT).

In 2014-2015, the Executive Council charged APCC with the following:

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

We addressed these charges as follows:

- 1) The diversity courses approved last year were re-examined by a subcommittee of APCC and new recommendations were made, reviewed and voted on. In addition, the diversity designation policy was clarified and re-worded, and passed through EC for approval. This included a three point plan for reviewing a random sample of courses with the Diversity Designation every three years.
- 2) The committee worked with Asao Inoue, listening to and providing feedback for his ideas about the W designation at UWT. This work with Asao will be continued in our June meeting.
- 3) The evaluation of the program approval process was spearheaded by the VCAA Bill Kunz. A new process is under development that allows APCC input at the PNOI stage of new program development. This should help address the problem that APCC first saw new program proposals so late in their development that the campus wide faculty review we provide was undermined.

In addition to these charges, APCC made the following policy recommendations:

- 1) We recommended a summer APCC meeting for proposal review, and \$150 stipends for voting faculty since they were not on their 9 month contract. This was in part to serve proposals from newly hired faculty who propose courses for their first year at UWT. It was approved by EC and the meeting will be held on July 29th.
- 2) We recommended an appeal to the Graduate Petition process for students

whose petitions are denied. This was in response to the first denial of a Graduation Petition in UWT history. APCC members Andrea Coker-Anderson and Lorraine Dinnell, worked to revise the petition forms and to include an appeal statement in the letter when a petition is denied. This will be presented to EC in June for approval.

The proposal reviews, discussion and voting that constitute the main activity of the committee are listed here:

Proposal Reviews – Sept. 2014- June 2015

<u>Type of Proposal</u>	<u># Reviewed</u>
New Grad. Programs	1
New Majors	4
Changes to Majors	9
New Minors	3
Changes to Minors	3
New Courses	131
Courses Changes	40
Diversity Courses	21
Graduate Petitions	6

Other work the committee undertook included:

- A review of the pre-requisite issues that are arising through incompatibilities with the Seattle campus pre-requisite system. No clear resolution to the problem has emerged, but both campuses are working together toward a solution.
- Clarifying our role in the changes to the Core, and tracking the progress on these changes. It was clear that a number of other faculty led groups are working on the Core revisions and the role of APCC is to review the courses and/or programs that arise out of that work.
- Participating in the search for new administrative position, Director of Curriculum Development. While several candidates were interviewed, the search was called off and may or may not resume next year.
- Increasing our committee size by adding a third IAS committee member, since that faculty grew to 116 by Autumn of 2014, and an ASUWT to fulfill the mandated membership requirements.
- Reviewing our workload with EC. This was postponed in anticipation of the new Director hire, which would significantly impact our work, and will not occur this year. However, the committee does not view it's workload to be unreasonable at this time.
- Working with UW IT Academic Services on the new paperless curriculum process that is in the pilot stage this year. The new process will probably launch

some time next academic year.

- Working with DSS to understand the increase in number of Graduation Petitions. These are the result of increased admissions of students with special needs, and of students with more intense special needs.
- Working with UW Seattle campus on the Distance Learning policy. Seattle has changed it's policy so that only those courses that are taught 100% off campus are considered Distance Learning Courses, where that number was formerly any course with >50% off campus. APCC is reviewing their policy and will decide either to follow Seattle or create its own policy on what constitutes a Distance Learning course.