

Minutes
UNIVERSITY OF WASHINGTON TACOMA
Academic Policy Committee (APC)
GWP 215, 12:30-1:30pm
Monday, October 19, 2009

Attendees: Johann Reusch, Chair, Faculty Assembly; Marcie Lazzari, Vice Chair, Faculty Assembly; Deirdre Raynor, Chair, APC; Charles Emlet, Lisa Hoffman, Greg Noronha, Cathy Tashiro, Ankur Teredesai

Synopsis

- 1) Approve the minutes from May 26, 2009.
 - 2) Foundations of Excellence, update.
 - 3) Joint Council on Enrollment Planning and Policy (JCEPP)
 - 4) Faculty Compensation Proposal, Johann Reusch, Chair; Marcie Lazzari, Vice Chair of Faculty Assembly
 - 5) Elect APC Chair
 - 6) APC Proposals: New Minors - Interdisciplinary Arts and Sciences Minors recommendations: Law and Policy, Economics, and Politics.
- The Chair and Vice Chair of FA briefed the committee on its charges and responsibilities. Reusch alerted the committee to several important documents that would have to be reviewed: Foundations of Excellence Report, Academic Plan, Academic Foundations Work Group Report. Reusch also reminded the committee that perceived faculty work load issues connected with lack of resources for new programs/majors should go to Faculty Affairs or the EC before being approved.

Minutes

- 1) The May 26, 2009 minutes were approved with the following corrections; add Deirdre Raynor's name.

The following point was made regarding the minutes:

Lisa Hoffman referred to the APC minutes from May 26, 2009:

- 1) Academic Assessment at UW Tacoma for Accreditation

- a. *The UW Tacoma campus will eventually be [separately] accredited; this is an attempt to set a foundation for accreditation.*

Discussion:

Hoffman expressed concern about Accreditation and suggested that this should be a concern for APC. Hoffman expressed the idea that separate accreditation would result in less resources for our campus and students (e.g., library support). Johann Reusch, Chair of the Faculty Assembly suggested that one concern is that the branch campuses' Curriculum is being decentralized from Seattle. Reusch explained that the APC's role includes development and strengthening shared governance with regard to all academic matters.

Hoffman added that APC should be concerned with the marketization of institutional thinking and accreditation. Reusch noted that too much focus on the local labor market falls short of a vision for the future of the job market that will be more globally mobile and suggested that UWT's global mission should be reflected in its curriculum.

- 2) [Foundations of Excellence](#) (FOE): Deirdre Raynor explained that this 200 page document is being edited and will be posted online. [Ingrid Walker](#) will use this document in General Education.

Brief discussion:

Reusch expressed concern about the impact on students with tuition increases and their access to income in this economic time. Marcie Lazzari, Vice Chair of the Faculty Assembly suggested that the APC decide whether this should be a major item for this committee to address this year. Greg Noronha added that *quality of instruction* and how this compares to UW Seattle must be taken into account. Noronha added that last year new program proposals did not account for budget cuts, because it was interpreted based on the [charge](#) that this was not under the purview of this committee. Raynor gave an example from FOE; in Interdisciplinary Arts and Sciences resources for new minors were found.

Reusch reminded the committee about the [UWT Faculty Resolution on Budgetary Priorities](#) which charges this committee the ability to act as "gatekeepers." (See the [UWT Bylaws](#) for a complete description of the Faculty Assembly Charge and the Subcommittee's Charge.)

- 3) Joint Council on Enrollment Planning and Policy (JCEPP, See attachment A):
Action: After a brief discussion the APC nominated Greg Noronha. Noronha will report back APC and JCEPP concerns.
- 4) Faculty Compensation Proposal: Raynor asked about when compensation for chairs will be implemented. Reusch explained that an initial proposal went to

Academic Affairs for one (1) course buyout at the end of a two (2)-year term for Faculty Assembly subcommittee chairs as part of a bylaws change proposal to include chairs as voting members of the EC. Lazzari noted that it is still in a proposal stage and nothing has been determined. Reusch added that it is currently being circulated by the EC representatives to their respective programs. Once faculty been given an opportunity discuss this, it will go to a faculty vote. Once this proposal has been approved it will go the Academic Affairs. Reusch explained that he expects this will take about one month to come to a vote; but that this will ultimately be in the hands of Academic Affairs to implement the compensation, once it has been approved. Reusch explained that this proposal encourages a culture of shared governance by considering teaching load and service.

5) APC Chair: Deirdre Raynor was elected APC chair by a unanimous vote.

6) APC Proposals: New Minors - Interdisciplinary Arts and Sciences Minors recommendations: Law and Policy, Economics, and Politics.

Minors: Deirdre Raynor, Chair of APC suggested that Marcily Brown from Academic Affairs attend the next meeting to clarify APC's process with proposals. Hoffman inquired if and how APC should consider budgets when evaluating program and minor proposals. Charles Emlet expressed concern about Curriculum development and APC's role. Ankur Teredesai referenced an [online timeline flowchart for new minors](#) (1503 Approval process). Raynor explained that M. Brown's presence will inform APC and help to address the role in regards to campus resources and where APC fits within Curriculum development.

7) Adjournment 1:45 p.m.

Attachment A:
JOINT COUNCIL ON ENROLLMENT PLANNING AND POLICY

Mission:

The JCEPP provides policy-oriented leadership and recommendations for UW Tacoma's enrollment goals. It reports to the Chancellor.

Vision:

Enrollment planning and policy at UW Tacoma is grounded in the understanding that each campus division and unit shares some direct and cooperative responsibility for aspects of enrollment. The JCEPP facilitates a collaborative direction and coordination of that work, and makes recommendations for policy pertaining to admission, retention, and other aspects of student success. JCEPP strives to foster supportive and effective interaction among campus constituencies in the interest of UW Tacoma's commitment to student success and achievement of institutional goals for enrollment.

Informed by institutional data, key performance indicators and input from its members, the JCEPP monitors trends in enrollment and makes enrollment policy recommendations to the Chancellor and to other campus groups (e.g., Faculty Assembly) as appropriate.

Goals:

1. To gather and consider input from various sources on the current state and progress of enrollment and student success, in light of institutional goals.
2. To provide recommendations and information to divisions, units, and the broader campus leadership on enrollment and student success goals, and strategies for achieving those goals.
3. To bring enrollment policy issues to the attention of the Chancellor.

Membership:

Associate Vice Chancellor for Enrollment Services (co-chair)
Vice Chancellor for Academic Affairs (co-chair)
Associate Vice Chancellor for Student Affairs
Assistant Chancellor for Equity and Diversity
Director of Interdisciplinary Arts and Sciences
Director of General Education
Dean/Academic Director representative (one)
Faculty Assembly representative (three)
Director of Institutional Research and Planning
Director of Admissions
Director of External Relations and/or Public Relations and Marketing Manager

Work Groups:

Work groups either are chaired by or report through their chair to a member of JCEPP.

1. Implementation - Associate Vice Chancellor for Enrollment Services (Chair), Enrollment Services representatives, Institutional Research representative, Academic Affairs representative, Student Affairs representative, Equity and Diversity representative, Advancement Representative, Academic Program representative. Coordinates enrollment activities and operations that support the goals and adhere to the policies established by JCEPP. Reviews data, projections and other information to make informed decisions and adjust enrollment activities accordingly. Coordinates with other work groups.
2. Recruitment – Director of Recruitment (chair), AAO representatives, Academic Program representatives, Student Affairs representative. Prepares and executes annual undergraduate recruitment plan and coordinates institutional undergraduate recruitment efforts.
3. Retention – Chair (Assistant Chancellor), Enrollment Services representatives, Institutional Research representative, Academic Affairs representatives, Student Affairs representatives, Equity and Diversity representative, Faculty Assembly representative. Prepares and executes annual plan.
4. Communications – Graphic Designer (chair), Enrollment Services representatives, Advancement representatives, Academic Program representatives. Prepares and executes annual plan for web and print information, publications and marketing.
5. Graduate Enrollment – Chair (TBD), Graduate Program representatives, Academic Affairs representatives, Enrollment Services representatives. Develops plans for cooperation among programs.

Outreach – Assistant Chancellor for Equity and Diversity (chair); Outreach Coordinator, Enrollment Services representatives; Academic Affairs representatives; Student Affairs representatives; Advancement representative. Prepares and executes a plan for promoting long-term relations with surrounding community, K-12 and underrepresented populations. Outreach becomes a Task Force to develop overarching plan for units to follow, then disbands.

Initial Agenda Items for JCEPP

2010 Admissions mix and admissions process

Course planning

New codes for premajor students

Foundations of Excellence recommendations

Review and prioritize EMC and Retention Plan recommendations