

**Academic Policy & Curriculum Committee Minutes**

October 9, 2019, GWP 320 12:30-2:00 pm

***Members Present:*** *Chair Robin Evans-Agnew, LeAnne Laux-Bachand, Laura Feuerborn, Evy Shankus, Jutta Heller, Ruth Vanderpool, Anthony Falit-Baiamonte, Menaka Abraham,*

***Non-****voting members: Andrea Coker-Anderson (Registrar), Laurel Hicks (ASUWT), Patrick Pow (Information Technology), Jill Purdy (EVCAA), Lorraine Dinnel (Associate Director, Undergraduate Affairs),**Serin Anderson (UWT Library), Tammy Jez (Chancellor’s Office)*

***Joined through Zoom:*** *No members joined through Zoom.*

***Excused:*** *Eric Madfis****.***

***Guests:*** *Katti (Dean - School of Engineering & Technology),*

***Administrative Support:*** *Andrew Seibert*

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## **Consent Agenda & Recording Permission**

## Agenda verified and recording permissions were granted by the committee

1. **Welcome and Introductions**

Guest: Raj Katti- Dean, School of Engineering & Technology

1. **Approval of Minutes**​ from September 25, 2019 - ​*Found in APCC Canvas –10.09.19 Module*

* Edit(s) in minutes
  + Section III: Remove “Changes in Chart.”
* Motion to approve the minutes with the edit listed above made by Chair Robin Evans-Agnew. Moved by Leannne Laux-Bachand, seconded by Evy Shakus.
  + ***Vote***: *7 yes, 0 no, 0 abstentions*

1. **Announcements**

* **ASUWT Updates**
  + Investigating how to increase graduate student representation as currently there is only participation from undergraduate students on campus committees.
  + Improve Bathroom equity for Transgendered and Gender non-conforming students. Also, parents and mothers who use lactation rooms.
  + Local Food Trucks will be on campus in Winter on Tuesdays and Wednesdays
  + Expansion of the Food Pantry program for students
  + Planning workshop with a focus on improving the sophomore experience at UWT

1. **Planning Notice of Intent(s)**

* **BS Civil Engineering**
  + Committee member comments: No new concerns from the past meeting on September 25th, however following concerns remain:
    1. SIAS Requested SET plan for 4 positions across two majors and yet only 2FTE are in the plan
    2. Request from Stakeholder for a written agreement between the Office of Academic Affairs, SIAS, and SET.
    3. Response to diversity question was lacking and could be stronger
    4. Work in final plan to have synergy between SET and other UWT Schools
    5. SIAS received 2 positions in this budget to support the BSCE but 2 additional Positions may still be needed
    6. Student Feedback number one through four was missing.
  + Response Dean Raj Katti:
    1. Re: 2 Positions currently for Civil and Mechanical Engineering, in the proposal there are 2 more positions that are in year 5 and 6 that are not current positions. The School would ask for more faculty if legislature approves an existing funding request. Expansion plans would change if the legislative funding request is not approved.
    2. This letter will be included in the final full proposal
    3. The full proposal will include a plan to improve gender diversity
    4. Will emphasize opportunities for synthesizing courses with Urban Studies and Environmental Science.
    5. SET will monitor increases in demand
  + Decision: APCC will move this proposal forward provided items 2 & 3 above are included in the full proposal
* **BS Mechanical Engineering**
  + Concerns from the Committee
    1. Missing need for administrative staff for Mechanical Engineering
    2. Library needs before 2021 will be unfunded
  + Response Dean Raj Katti:

1. Administration staff will be shared between BSCE and BSME
2. Library staff is on the budget starting 2021-2022 and not dependent on enrollment.
   * Decision: APCC will move this proposal forward

* **PhD Computing**
  + Concerns from the Committee

1. Lack of space

* Response Dean Raj Katti:

1. The final proposal will include a plan for the lack of space

* Decision: APCC will move this proposal forward
* **MS Electrical & Computer Engineering**
* Concerns from the Committee

1. More information of alignment with the Strategic Plan is necessary, as other PNOI’s have it listed clearly about equity, scholarship, etc.

* Response from Dean Katti:

1. Full Proposal will include a section covering equity and scholarship etc in alignment with the strategic plan

* Decision: APCC will move this proposal forward

1. **Policy Issues & Other Business**

**Diversity designation three-year review: plan for this year**

Falit-Baiamonte reviewed the History of the Diversity requirement at UWT including the involvement of diversity scholars in 2012 and the development of the “US-Based” experience requirement.

Key items to address in this year’s syllabus review:

1. Getting in touch with Faculty to discuss their course learning objectives.
2. Assuring that students have reliable access to verify the course they choose is considered a diversity course.
3. Consider the request by advising that APCC encourage/discuss the development of three-credit diversity courses. Coker-Anderson reported that of the 33 diversity courses offered this quarter, only two are three-credit courses. This might result in a burden in additional credit fees to some students
4. Seeking the advice of Diversity Scholars at APCC meetings where the DIV requirement is discussed, perhaps in a larger forum.
5. Investigate the most appropriate selection of courses to review:
   * Randomization
   * By unit
   * By prerequisite
   * By major
   * By date when last taught
   * By faculty with/without experience
6. To be completed by March 2020

ACTION: Evans-Agnew will propose a review plan and timeline at the next APCC meeting

**Succession planning**

Chair Evans-Agnew will not be chair for the 2020-2021 Academic year.

ACTION: Shankus and Heller nominated by Evans-Agnew to form a nominating committee. Evans-Agnew to invite any member of APCC to self-nominate before next APCC mtg.

**APCC Biannual course retirement review**

Key Goal: Units review and are encouraged to retire courses if they have not been taught in the last 3 years.

ACTION: Evans-Agnew, Coker-Anderson, & Jez to send the list out to APCC members to take back to their units in December.

1. **New Program Proposals**

No New Program Proposals

1. **Program Change Proposals**

* **BASW Social Work**
  + This was approved last year; however, this was eliminating a graduation requirement.
  + This is a cleanup in the DARS System. The requirements are not being removed, but this is being removed in the DARS system, as this shows that it is a requirement for graduation. If you remove something from prerequisites, they will need to be removed from the graduation requirements.
  + Decision: The Committee will send this forward without clarification

1. **New Course Proposals**

* **T NURS 596: Scholarly Inquiry: Course Work Option**
  + Change course title to “Scholarly Inquiry: Course Option.” and course description
* **T NURS 597: Scholarly Project Proposal Seminar**
  + Change title to “Scholarly Inquiry: Project Option”
  + Change course description
  + Clear up T NURS 598 and its purpose for both T NURS 596 and T NURS 597
    - T NURS 598 was one course designed for both coursework and project, and with the split, what is the purpose of T NURS 598
  + Decision: APCC will return T NURS 596 and 597 with the following changes listed.
* **T CRIM 158: Hate Crimes and Organized Hate in America**
  + Feedback on syllabus length
  + Missing number of Credits
  + Decision: APCC will move forward T CRIM 158 after the addition of adding Credits to the course in UWCM.

### Course Change Proposals

* **TCMP 590 and TCMP 591**
  + Missing information, however, they are only changing the title.
  + Decision: With the information mentioned above, APCC will move forward this change.
* **Follow-up on T UDE 450 and T UDE 460**
  + Mismatch between SLO’s in Kuali and in the Syllabus
  + Course Description cannot start with “In this course.”
  + Create a catalog description and a long description.
  + Decision: With theses edits, APCC will move forward this course change.
* Motion to approve all 1503s and courses except T NURS 596 and T NURS 597 made by Robin Evans-Agnew. Moved by Jutta Heller, seconded by Evy Shankus
  + ***Vote:*** *7 yes, 0 no, 0 abstentions*

1. **Graduation Petition**

* The graduation petition has been widely discussed and approved by the committee.

1. **Adjournment**

* Meeting was adjourned at 1:55PM
  + Next meeting: November 13th, 2019 12:30-2:00PM
    - Dawn Lucien Boardroom