



ACADEMIC COORDINATING COMMISSION  
Meeting Minutes of October 11, 2016

**Call to order:** ACC Chair Seán Murphy called the meeting to order at 4:00 pm, welcoming a total of 16 attendees (roster attached).

**Minutes:** ACC Minutes of 27 September 2016 were approved as written.

**ACC Chair Seán Murphy:**

- A Graduate Faculty Membership Policy will be on ACC's October 25<sup>th</sup> agenda.
- President Sabah Randhawa plans to revise Western's strategic plan. Brent Carbajal, *Provost and Vice President for Academic Affairs*, and UPRC Chair John Bower will lead a process to select a team of individuals to work on the revision of Western's strategic plan.

**Erick Yanzon, AS VP for Academic Affairs:**

- Associated Students passed a [resolution recognizing Indigenous Peoples Day](#).

**ACTION ITEM:**

**Appointments and Elections:** A motion to appoint Paul Chen (forwarded by Julie Helling and seconded) to the position of CUE liaison for the 2016-17 academic year **passed**.

Commissioners **voted to approve a motion** (forwarded by David Rossiter and seconded) confirming the following appointments:

**To Graduate Council:**

**CSE Grad Faculty:** David Hooper, *Biology*

**CHSS Grad Faculty – fall quarter replacement:** Mart Stewart, *History* (for Kristin Mahoney)

**Grad School Appointee:** Clint Spiegel, *Chemistry*

**At-Large Grad Faculty:** Bob Mitchell, *Geology* (has served since 2012)

**To Recruitment, Admissions, & Support Committee (RASC):**

**At-Large:** Patrick Buckley, *Environmental Studies*

**To Committee on University Programs (CUP):**

**International Studies:** Deb Carrier, *Theatre Arts*

**Leadership Studies:** Karen Stout, *Communication Studies*

Upon reviewing faculty nominations to the Graduate Council, Commissioners determined that the areas represented by nominees to ACC at-large seats are already well-represented on the Graduate Council. Commissioners **passed a motion to solicit** additional names for the At Large vacancy on the Graduate Council with a particular emphasis upon additional representation from the College of Humanities and Social Sciences (forwarded by Sheila Webb and seconded).

**REVIEW OF CURRICULUM MINUTES:**

#	Committee	Date	Actions	Minutes prepared by
1	Recruitment, Admissions and Support Committee (RASC)	5/13/2016	ACCEPTED with clarification. <sup>1</sup>	A. Cantlon
2	International Programs Advisory Committee (IPAC)	5/25/2016	ACCEPTED with exception of items 1b and 2b. <sup>2</sup>	K. Mantello
3	Woodring College of Education CC (WCE)	5/26/2016	ACCEPTED	C. Teshima

4	International Studies Curriculum Committee	4/12/2016	ACCEPTED	L. Nesheim
5	Fairhaven College CC (FCCC)	9/28/2016	ACCEPTED	Anna Blick
6	College of Humanities and Social Sciences CC (CHSS)	10/13/2015	ACCEPTED with exception of PE 107 and comments. <sup>3,4</sup>	K. Anderson

<sup>1</sup> Commissioners **passed a motion** in response to language in RASC's minutes regarding a meeting with the Faculty Senate seeking to clarify that because RASC still reports to and is charged by ACC, charge revisions and the scope of RASC's charge are subject to determination by ACC in respectful consultation with RASC (forwarded by Sheila Webb and seconded).

<sup>2</sup> Commissioners expressed confusion regarding the precise course of action proposed in items 1b and 2b and sought clarification regarding the relationship of the proposed Education Abroad Advisory Committee to the International Programs Advisory Committee. A **motion to return** items 1b and 2b to IPAC for clarification via revision of the minutes (forwarded by Sheila Webb and seconded) **passed**.

<sup>3</sup> Page 16 (PE 107): Commissioners **returned PE 107** requesting clarification of the credit designation given that the combined field experience and lecture hours do not meet the 60-hour requirement for a 2-credit designation.

<sup>4</sup> Commissioners discussed the approval process for Study Abroad courses. It was determined that all Study Abroad esign forms should be routed to the Director of the Global Learning Programs and routing should be communicated in the Collegial Communication box in the esign form.

#### DISCUSSION ITEM:

**General Education Revisions:** Commissioners discussed potential revisions to Western's general education program based on data from the 2014 Western Study of General Education (WSGE) report, the 2016 General Education Task Force Report, the 2016 "Thinking Collaboratively about General Education at Western" surveys, and constituent feedback.

**Meeting adjourned at 5:31 pm**

#### ACADEMIC COORDINATING COMMISSION – ROSTER 2016-17

VOTING ATTENDEES				NON-VOTING ATTENDEES			
Faculty				Ex Officio, non-voting			
1	Seán Murphy, <i>ACC Chair</i>	<i>Senator ~ Liberal Studies</i>	P	17	David Brunner, <i>Registrar</i>		P
2	Doug Clark	A ~ Geology	--	18	Jamie Lawson, <i>Catalog Coordinator</i>		P
3	Paul Chen	B ~ Political Science	P	19	Lizzy Ramhorst, <i>Shared Gov Ops Mgr</i>		P
4	<i>Vacant</i>	C ~		<b>Recorder</b>			
5	Monique Kerman	D ~ Art	P	20	Kylee Swift, <i>FS Admin Assistant</i>		--
6	Phil Thompson	E ~ Economics	P	<b>Guests</b>			
7	Julie Helling	F ~ Fairhaven	P	21	Marc Geisler, <i>Associate Dean, CHSS</i>		P
8	David Rossiter	G ~ Environmental Studies	P				
9	Tracy Thorndike	H ~ Special Education	P				
10	Peter Smith	I ~ Western Libraries	P				
11	Sheila Webb	<i>Senator ~ Journalism</i>	P				
<b>Voting Ex Officio (total of one vote)</b>							
12	Brent Carbajal, <i>Provost and VP for Academic Affairs</i>		--				
13	Steven VanderStaay, <i>Vice Provost for Undergraduate Education</i>		P				
<b>Students</b>							
14	Erick Yanzon, <i>AS VP for Academic Affairs</i>		P				
15	Rachel Heggie, <i>AS appointee</i>		P				
16	<i>Vacant</i>						
<b>Voting members in attendance</b>			8				
						<b>Voting attendees</b>	11
						<b>Non-voting attendees</b>	5
						<b>TOTAL ATTENDEES</b>	16