

Index of Topics

CUE to revisit timeline – MOTION
 Online Courses/Best Practices:
Laura Overstreet, Stan Goto
 MOTION: Deadlines 2014-15 catalog
 MOTION: Curriculum Minutes template



Approved 5/28/2013
 To Faculty Senate 6/3/2013

<http://www.wvu.edu/facultysenate>

**ACADEMIC COORDINATING COMMISSION
 Meeting of May 14, 2013**

CALL TO ORDER. Chair Yvonne Durham called the meeting of the 2012-13 Academic Coordinating Commission to order at 4:01 pm. There were twenty-three (23) persons present. See attached roster.

APPROVAL OF MINUTES: ACC Minutes of 4/30/13 approved as written.

REPORTS:

- Chair Yvonne Durham announced that the revised version of the Academic Honesty Policy is scheduled to be discussed at the final ACC meeting on May 28th, and that seating of new commissioners, appointments to standing committees, and elections will also occur at that meeting. Durham indicated that the ACC Executive Committee has been discussing the possibility of expanding its membership as a pilot next year to include another ACC member At-Large.
- VPUE Steve VanderStaay provided an update from the Calendar Committee which will provide a report at the final ACC meeting.
- ASVP Academics Victor Celis introduced Josie Ellison, the 2013-14 ASVP Academics.

B. REVIEW OF CURRICULUM MINUTES (Exhibit B)

	<i>CC Committee</i>	<i>Date</i>	<i>Topics</i>	<i>Mins prepared by</i>
90	Committee on Undergraduate Education	4/25/13	ACCEPTED. ACC made a MOTION (moved by Riemann, second by Rossiter) to ask CUE to re-visit the timeline for GUR revision in order to address concerns about the summer components, in light of the fact that fewer faculty may be available during the summer, potentially narrowing the pool of participants (which passed). Commissioners learned that a white paper is being drafted which will provide the basis for broader discussion regarding the timeline.	M. Price
91 91a 91b 91c	Council on University Programs -Energy Studies Curriculum Committee -Honors Board -LDST Curriculum Committee	4/15/13 1/30/13 2/26/13 1/24/13	ACCEPTED. ACC made a MOTION (moved by Riemann, second by Denham) to delete the second half of paragraph 1.a. beginning with "The class has been proposed..." to the end of that paragraph in the <u>Institute for Energy Studies minutes</u> (which passed). ACC reminds curriculum committees that matters related to specific personnel should not to be included in the discussions recorded in the minutes.	C. Sampaio (CUP only)
92	Fairhaven College Curriculum Committee	4/17/13	ACCEPTED	K. Johnson

PRESENTATIONS and DISCUSSION: Online Courses and Best Practices. Laura Overstreet, *Sociology, WWU; eLearning Coordinator, WCC*, and Stan Goto, *Human Services and Rehabilitation.*

- Overstreet and Goto presented an overview of best practices and standards for online learning and pointed out E-learning standards on various websites. Commissioners reviewed [iNacol National Standards](#) both for Quality Online Teaching and Quality Online Courses and also discussed Canvas and its ability to facilitate the development of hybrid and online courses. Commissioners discussed the possible nature of ACC's role in reviewing online courses, and it was suggested that ACC's role may lie in providing guidelines and

principles for best practices, but that the actual review of course content and quality belongs in the department of origin, just as it does for courses delivered in other modes.

Submission Deadline for ACC Standing committee for 2014-15 Catalog –The following curricular deadlines were approved by ACC for 2014-2015 Catalog (moved by Rossiter, second by Celis) :

Curricular approval Deadlines for 2014-15 Catalog:

Call For Catalog Copy 2014-15: September 3, 2013 (*Copy is available electronically for academic and administrative units to begin making edits to their catalog copy as approved by ACC*)

Committee on undergraduate education - Curriculum Submission: January 13, 2014

Graduate Council - Curriculum Submission January 21, 2014

Teacher Curriculum and Certificate Council - Curriculum Submission: January 22, 2014

Final ACC and Catalog Curriculum approval: February 18, 2014

Catalog Copy Due to Curriculum office: March 3, 2014

Curriculum Minutes Template. Commissioners approved a “[template for submission of curricular minutes to ACC](#)” (moved by Kuntz, second by Denham). The template has been used by College curriculum committees in the past year and has significantly improved consistency of curriculum submissions. This has helped make ACC’s review of the curriculum minutes more efficient. The link to the template is Appendix 4 of the ACC Handbook.

Adjournment: 5:54 pm, 5/14/2013.

Submitted by Rose Marie Norton-Nader, recorder 5/14/2013

ACC MEETING ROSTER – 2012-2013

	<u>Voting Membership (terms ending 2014)</u>			<u>Guests</u>	
1	A – Janice Lapsansky	P	1	Lea Ann Martin, <i>Assoc Dean, CHSS</i>	P
2	B – Ron Helms, <i>Sociology</i>	P	2	David Bover, <i>Assoc Dean, CST</i>	--
3	C – Holly Folk, <i>Liberal Studies</i>	--	3	Lesley Sommer, <i>Assoc Dean, CFPA</i>	--
4	At-Lg: Kristin Denham, <i>English</i>	P			
5	I – Peter Smith, <i>Library</i>	P		<u>Guests</u>	
6	F- Stan Tag, <i>FAIRHAVEN</i>	P	1	Stan Goto, <i>Human Services</i>	P
	<u>Voting Membership (terms ending 2013)</u>		2	Laura Overstreet, <i>Sociology</i>	P
7	E- Yvonne Durham, <i>Economics, ACC Chair 2012-2013</i>	P	3	Josie Ellison, <i>ASVP Academics 2013-14</i>	P
8	D – Mark Kuntz, <i>Theater, ACC Vice Chair</i>	P			
9	A- Andreas Riemann, SENATOR	P			
10	E- David Gilbertson, <i>Accounting, SENATOR</i>	--			
11	G – David Rossiter (<i>for Troy Abel</i>), <i>Huxley College</i>	P			
12	H – Tracy Thorndike Christ, <i>Woodring College</i>	P			
13	VPUE Steve VanderStaay (<i>ex officio, voting</i>)	P			
14	Victor Celis, ASVP Academics: CelisV@students.wvu.edu	P		Records: Senate Assistant	
15	Stephanie Cox / Student rep cox4@students.wvu.edu	P	1	Rose Marie Norton-Nader, <i>Recorder</i>	P
16	Matthew Hilliard /Student rep hilliam@students.wvu.edu	P	2	Zach Sisco, <i>Distinguished Student Employee</i>	P
17	Nicholas Doherty, Student rep	P		Members Present	
18	Dave Brunnermer, <i>Registrar (nv)</i>	P			
19	Lisa Zuzarte, <i>Catalog Coordinator (nv)</i>	P		TOTAL: May 14, 2013	23