



ACADEMIC COORDINATING COMMISSION Meeting Minutes of October 8, 2013

Call to order: ACC Chair Yvonne Durham called the meeting to order at 4:00 pm, welcoming a total of 22 attendees (roster attached).

Minutes: ACC Minutes of May 28, 2013 were approved as written.

REPORTS AND ANNOUNCEMENTS

- ACC Chair Yvonne Durham welcomed new student members, replacements for faculty members on leave, and a new recorder. She gave a status update on the current draft of the new academic honesty policy, reminding commissioners that the temporary policy will remain in place while the draft of the new one is under review, and announced that ACC would like to have a mentoring program for student commissioners in place again for 2013-14.
- Provost Brent Carbajal expressed appreciation for the importance of ACC's work and indicated that he plans to be a regular attendee at meetings this year.

STANDING COMMITTEE APPOINTMENTS

Motion: ACC passed a motion (forwarded by David Rossiter, seconded by Mark Kuntz) appointing Petra Fiero, *Modern & Classical Languages*, to the Scholastic Standing Committee, a subcommittee of RASC.

PRESENTATIONS AND DISCUSSION

ACC 101: Durham gave a brief introductory presentation of information drawn from the Faculty and ACC handbooks, detailing ACC's charge, processes, and the structure of ACC's standing and curriculum committees.

New Engineering Programs: Jeff Newcomer, *Department Chair of Engineering Technology*, gave an overview of engineering programs and the associated curricular changes that will be forwarded during the coming academic year as the University transitions from Engineering Technology programs to full-fledged and ABET-accredited Engineering programs. The shift will entail redesigning and replacing existing rubrics. Meeting ABET requirements will add around 13 credits to existing Engineering Technology programs, and planned credit recommendations will place WWU's requirements in line with those of other institutions without compromising commitment to the University's GUR program. Current students will have to meet new requirements in order to earn the new Engineering degrees.

ACTION ITEM:

Emily Borda, *CUE Co-Chair*, presented CUE's **Motion recommending the formation of the Western Study of General Education (WSGE)**, a task force charged with considering the desirability and feasibility of GUR revision. The exploratory nature of the task force was discussed and emphasized, and it was noted that the charge is written to ensure that further study would not proceed if the conditions of desirability and feasibility are not met. A thorough investigation of the topic is likely to require at least an academic year, and ACC agreed that approval of the task force would not stipulate contingency upon a specified timeline.

Motion: ACC passed a motion (forwarded by Andreas Riemann, seconded by Holly Folk) to approve CUE's recommendations regarding the formation of a Western Study of General Education (WSGE) task force, with all votes in favor of approval. The full text of the framing language and motion are as follows:

Framing language and motion to convene Western Study of General Education (WSGE)

The charge for the Committee on Undergraduate Education (CUE) includes the following:

- Promote the goals of a liberal education in general, and writing and general education goals in particular, within the academic community.
- Periodically review these educational goals and assess the degree to which these goals have been achieved. These spheres of assessment include the University, colleges, and departments. The Committee on Undergraduate Education shall communicate its findings, and recommendations for improvement, to the ACC and the appropriate units.

Over the past two years, in the course of fulfilling these aspects of its charge, CUE has examined a broad range of data, reviewed reports and policy documents, convened focus groups, met with an outside expert, Jennifer Summit, who took part in Stanford's recent general education reform, and engaged in numerous conversations with stakeholders around campus. In addition, CUE has discussed these aspects of our charge in the course of ordinary business such as reviewing proposed GUR courses. Although we have learned that there are many excellent GUR courses with talented and enthusiastic instructors, we have also come to question whether the program as a whole meets WWU's liberal arts and sciences mission, and whether its current structure enables it to fulfill that mission. Although the earlier white paper released by CUE emphasized student survey data, CUE's conclusions were not based exclusively or even primarily on those data; those data are simply easier to communicate to an outside audience than the other sources we have drawn on. Rather, we view those data as one of several indicators that the program is not functioning as well as it could be. Our focus is not on improving student satisfaction per se but student learning outcomes, and our question is whether those learning outcomes could be achieved more effectively with a different program structure.

Careful consideration of this question will require a substantial investment of time and energy that exceeds the time and energy CUE is able to expend on it, given the other responsibilities of the committee. Furthermore, we recognize that the CUE membership likely consists of individuals who place a high priority on general education relative to other university goals, and that the viewpoints of the membership may not represent the full range of viewpoints within the university community.

Motion

Therefore, CUE recommends the formation of a Western Study of General Education (WSGE) task force. CUE will propose the membership of the task force in consultation with ACC. The membership shall provide broad representation of the university community, and shall include faculty, staff, and students. CUE proposes the following groups be represented:

- All seven colleges and the Library
- Associated Students of WWU
- Faculty Senate
- Senate subcommittees that make curriculum-related decisions:
 - Academic Coordinating Commission (ACC)
 - Council on University Programs (CUP)
 - Committee on Undergraduate Education (CUE)
 - University Planning and Resources Council (UPRC)
- Interest/Initiative groups, for example:
 - Active Minds Changing Lives (AMCL)
 - President's Task Force on Equity, Inclusion, and Diversity
 - First-year Experience (FYE) Committee
- Student support groups, for example:
 - Residence Life
 - Academic Advising

Dual representation is acceptable. The membership must be approved by the Faculty Senate before the task force can convene. The task force will first determine whether revision of the structure of the general education program is desirable. Should the task force determine that revision is desirable, it shall further consider whether such revision is feasible at this time. CUE will advise the WSGE task force on criteria to define desirability and feasibility of GUR revision, with advisement from ACC and the faculty senate.

- 1) The task force shall submit a report to CUE containing the following:
 - a) The specific criteria utilized by the task force to determine desirability and feasibility
 - b) A summary of stakeholder groups the task force consulted with as well as other information sources used
 - c) A summary of key findings
 - d) A recommendation regarding whether general education revision is desirable and feasible at this time, along with the rationale for that recommendation
- 2) Once the report has been received, CUE, in consultation with ACC, shall take one of three actions:
 - a) Advise ACC to accept the recommendation of the task force
 - b) Advise ACC to reject the recommendation of the task force
 - c) Request the task force to collect additional information or explore additional questions and provide a revised report.

REVIEW OF CURRICULUM MINUTES:

#	Committee	Date	Topics	Prepared by
1	Fairhaven College	5/1/2013	ACCEPTED	K. Johnson
2	Recruitment Admissions Support (RASC)	5/3/2013	ACCEPTED	S. Flaherty
3	Committee on Undergraduate Education (CUE)	5/23/2013	Minutes RETURNED for editing; all motions contained therein APPROVED .	Maya Price
4	International Programs Advisory Committee (IPAC)	5/29/2013	RETURNED for clarification to sections 2, 6, and 8 of Global Learning Program Guidelines.	K. Mantello

CONSTITUENT CONCERNS:

Future discussion was requested on issues pertaining to double scheduling and scheduling conflicts between class sessions and mandatory field trips.

Meeting adjourned at 5:33 pm.

Minutes submitted by Lizzy Ramhorst, *Recorder*, 15 October 2013

ACADEMIC COORDINATING COMMISSION – ROSTER 2013-14

VOTING ATTENDEES				NON-VOTING ATTENDEES			
Faculty				Ex Officio, non-voting			
1	Yvonne Durham, <i>ACC Chair</i>	E ~ Economics	P	20	David Brunnemer, <i>Registrar</i>		P
2	David Rossiter, <i>ACC Vice Chair</i>	G ~ Environmental Studies	P	21	Lisa Zuzarte, <i>Catalog Coordinator</i>		P
3	Emily Borda (as CUE-ACC Liaison)	A ~ Chemistry	P	Recorder			
4	Gail Coulter	H ~ Special Education	--	22	Lizzy Ramhorst, <i>Recorder</i>		P
5	Holly Folk	C ~ Liberal Studies	P	23	Maya Price, <i>Assistant to Recorder</i>		P
6	David Gilbertson (Senator on ACC)	E ~ Accounting	P	Guests			
7	Julie Helling	F ~ Fairhaven	P	24	Jeff Newcomer, <i>Engineering Technology</i>		P
8	Jennifer Keller	AtLg ~ Journalism	P	25	Marc Geisler, <i>Associate Dean, CHSS</i>		P
9	Mark Kuntz	D ~ Theatre Arts & Dance	P				
10	Janice Lapsansky	A ~ Biology	P				
11	Andreas Riemann (Senator on ACC)	A ~ Physics & Astronomy	P				
12	Peter Smith	I ~ Wilson Library	P				
13	Jay Teachman	B ~ Sociology	P				
Voting Ex Officio (total of one vote)							
14	Brent Carbajal, <i>Provost and VP for Academic Affairs</i>		P				
15	Steven VanderStaay, <i>Vice Provost for Undergraduate Education</i>		P				
Students							
16	Josie Ellison, <i>AS VP for Academic Affairs</i>		P				
17	Nic Doherty, <i>AS appointee</i>		P		Non-voting attendees		4
18	Katie Green, <i>AS appointee</i>		--		Guests		2
19	<i>AS appointee to be named</i>		--				
Voting members in attendance			16	TOTAL ATTENDEES			22