



ACADEMIC COORDINATING COMMISSION Meeting Minutes of November 19, 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 November 5, 2013 were approved with roster correction to the voting status of the CUE liaison.

REPORTS AND ANNOUNCEMENTS

- *ACC Chair Yvonne Durham* announced that a second ACC representative is still needed for the Calendar Committee and asked commissioners to consider volunteering.
- *Vice Provost for Undergraduate Education Steve VanderStaa*y reported that Scott Linneman, Professor of Geology and Science Education, has been selected as the 2013 Washington State Professor of the Year.
- *AS Vice President for Academic Affairs Josie Ellison* introduced Logan MacPherson as a new AS Representative to ACC.

REVIEW OF CURRICULUM MINUTES:

#	Committee	Date	Actions	Minutes prepared by
4R	International Programs Advisory Committee (IPAC)	5/29/2013	ACCEPTED	K. Mantello
15		10/29/2013	ACCEPTED with suggested edits ^{1,2}	K. Mantello
16	College of Science and Technology (CST)	10/14/2013	ACCEPTED ¹ with request to ensure that future minutes conform to template, including e-form link and credit hours.	J. Mott
17	Fairhaven College	10/16/2013	ACCEPTED with corrections ¹ and questions regarding FAIR 397J ³	K. Johnson
18	Graduate Council	10/22/2013	ACCEPTED with corrections ¹ and excluding Professional Administrator Certificate Program cancellation, which cannot be approved without additional detail.	M. Barr
19	College of Humanities and Social Sciences (CHSS)	10/31/2013	ACCEPTED with suggested edits ^{1,4} and excluding LING 310, because evidence that collegial communication has taken place with regard to prerequisites is needed.	K. Ayre
20	Committee on Undergraduate Education (CUE)	10/31/2013	ACCEPTED. Commissioners discussed and requested modifications to the proposed WSGE task force timeline and criteria. ^{5,6}	M. Price

¹ All edits, except for request to table in #18, recommended in "[Registrar/Catalog Office Comments to Curriculum Minutes – ACC Meeting Date: Nov 22, 2013](#)" accepted.

² Request that references to "repeated" courses be changed to "continuing" courses to avoid confusion with courses that can be repeated for credit.

³ ACC has questions regarding whether FAIR 397J needs to be reviewed by IPAC and requests clarification of student learning outcomes and confirmation that risk management processes have been followed.

⁴ Page 20 of CHSS Minutes (New Major Program: Psychology, BS): request that "a faculty of over 30 women and men" be revised to read "a faculty of more than 30 people".

⁵ Request that references to "tenure-track faculty" be amended to read "tenured or tenure-track faculty".

⁶ Request that, in section 4a of the Desirability and Feasibility Criteria, "of the Western community (including faculty, as well as staff and students)" be revised to read "of the Western faculty (as well as staff and students)".

ACTION ITEMS:

ACC **passed a motion** (forwarded by Mark Kuntz, seconded by Josie Ellison) **to accept** a proposed revision by the Registrar's Office to language of the section of Common Requirements in the Catalog referring to academic minor requirements. The change is to be made effective immediately.

Approved revision to the text of the Catalog is as follows:

- **A Approved academic minor, if required by the major**
 - A minor is optional for students at Western Washington University unless required by an approved academic major
 - At least 50 percent of the credits required for a minor must be earned at Western Washington University

DISCUSSION ITEM:

Academic Honesty Policy: Melinda Assink, *Assistant to the Provost*, presented an updated draft of the new Academic Honesty Policy and accepted comments from ACC members. Commissioners were asked to continue gathering comments from their constituents and passing them on to Melinda.

Meeting adjourned at 5:40 pm.

Minutes prepared by Lizzy Ramhorst, *Recorder*, 25 November 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	19	David Brunnemer, <i>Registrar</i>	P
2	David Rossiter, <i>ACC Vice Chair</i>	G ~ Environmental Studies	--	20	Lisa Zuzarte, <i>Catalog Coordinator</i>	P
3	Gail Coulter	H ~ Special Education	P	CUE-ACC Liaison		
4	Holly Folk	C ~ Liberal Studies	--	21	Todd Haskell, <i>CUE Co-Chair</i>	P
5	David Gilbertson (Senator on ACC)	E ~ Accounting	P	Recorder		
6	Julie Helling	F ~ Fairhaven	P	22	Lizzy Ramhorst, <i>Recorder</i>	P
7	Jennifer Keller	AtLg ~ Journalism	P	23	Maya Price, <i>Assistant to Recorder</i>	P
8	Mark Kuntz	D ~ Theatre Arts & Dance	P	Guests		
9	Janice Lapsansky	A ~ Biology	P	Guests		
10	Andreas Riemann (Senator on ACC)	A ~ Physics & Astronomy	P	24	Melinda Assink, <i>Assistant to Provost</i>	P
11	Peter Smith	I ~ Wilson Library	P	25	David Bover, <i>Associate Dean, CST</i>	P
12	Jay Teachman	B ~ Sociology	P	26	Marc Geisler, <i>Associate Dean, CHSS</i>	P
Voting Ex Officio (total of one vote)						
13	Brent Carbajal, <i>Provost and VP for Academic Affairs</i>		--			
14	Steven VanderStaay, <i>Vice Provost for Undergraduate Education</i>		P			
Students						
15	Josie Ellison, <i>AS VP for Academic Affairs</i>		P			
16	Nic Doherty, <i>AS appointee</i>		P		Non-voting attendees	5
17	Katie Green, <i>AS appointee</i>		--		Guests	3
18	Logan Macpherson, <i>AS appointee</i>		P			
Voting members in attendance			14		TOTAL ATTENDEES	22