



**ACADEMIC COORDINATING COMMISSION
Meeting Minutes of November 5, 2013**

Call to order: ACC Chair Yvonne Durham called the meeting to order at 4:01 pm, welcoming a total of 20 attendees (roster attached).

Minutes: ACC Minutes of October 22, 2013 were approved as written.

REPORTS AND ANNOUNCEMENTS

- *ACC Chair* Yvonne Durham reminded commissioners to share the current draft of the new Academic Honesty Policy with their constituents for vetting. Discussion of the policy is expected later this quarter.
- *Vice Provost for Undergraduate Education* Steve VanderStaay reported that Western is home to the Washington State Professor of the Year, though the faculty member’s name cannot yet be shared.
- *AS Vice President for Academic Affairs* Josie Ellison reported that the AS Board is in the process of reviewing the Academic Honesty Policy, and that a third student appointee to ACC has been named.

REVIEW OF CURRICULUM MINUTES:

#	Committee	Date	Actions	Minutes prepared by
12	Fairhaven College	10/2/2013	ACCEPTED	K. Johnson
13	College of Humanities and Social Sciences (CHSS)	10/17/2013	ACCEPTED with exceptions of Chinese Language and Culture, BA because of questions regarding possible hidden pre-requisite credits (CHIN 101/102/103), and CHIN 402 because of questions concerning the rationale for reclassifying CHIN 390 as a 400-level class.	T. Nguyen
14	Committee on Undergraduate Education (CUE)	10/17/2013	ACCEPTED	Maya Price

ACTION ITEMS:

Upon presentation of the proposed Western Study of General Education (WSGE) Task Force Membership, which included the possible addition of an ACC representative, ACC **passed a motion** (forwarded by David Rossiter, seconded by Jennifer Keller) asking Todd Haskell, *CUE Co-Chair*, **to add** a representative from ACC to the proposed membership of the task force. Mark Kuntz volunteered to serve in that position, and ACC subsequently **passed a motion** (forwarded by David Gilbertson, seconded by Josie Ellison) **to approve** CUE’s recommendations regarding the proposed membership of the WSGE Task Force.

The text of the motion follows and includes the modification made by Todd Haskell with the express permission of CUE:

CUE recommends the following individuals be appointed to the Western Study of General Education (WSGE) task force, to represent the group(s) outlined below:

- | | |
|---------------|-------------------------------|
| CST/Senate | Roger Anderson (Biology) |
| CHSS-B/CUE | Paul Chen (Political Science) |
| CHSS-C/Senate | Sean Murphy (Liberal Studies) |
| CFPA | Amber Bone (Music) |
| CBE | Phil Thompson (Economics) |
| Fairhaven | Dan Lerner |

Huxley	Patrick Buckley (Environmental Studies)
Woodring	Angela Harwood (Secondary Education)
Library	Elizabeth Stephan
ACC	Mark Kuntz (Theatre and Dance)
NTT-1	Monique Kerman (Art, Liberal Studies)
NTT-2	Georgianne Connell (Biology)
VPUE	Steve VanderStaay (nv)
ASVP	Josie Ellison (nv)
Student A	AS appointee (TBA)
Student B	AS appointee (TBA)

ACC **passed a motion** (forwarded by Andreas Riemann, seconded by David Rossiter) **to revise** the membership of Council on University Programs (CUP) to reflect the move of the Women Studies program to CHSS. The updated language shall read as follows:

Members. The Council on University Programs consists of seven (7) faculty members, including one faculty from each of the following Interdisciplinary programs: **Honors Program, International Studies, Leadership Studies and Energy Studies (4); (11/5/13)**

ACC **passed a motion** (forwarded by David Rossiter, seconded by Janice Lapsansky) **to create** an ad hoc Calendar Committee to continue the work of the ad hoc Calendar Committee of last year by exploring both the desirability and feasibility of the items listed as “Recommendations for Further Consideration” in their report (see ACC Minutes of May 28, 2013) and advise ACC on which may warrant larger consideration.

The text of the motion follows:

Motion: To create an ad hoc Calendar Committee to continue the work of the ad hoc Calendar Committee of last year by exploring both the desirability and feasibility of the items listed as “Recommendations for Further Consideration” in their report (see ACC Minutes, 5/28/13) and advise ACC on which may warrant larger consideration. A report from the committee is requested by mid-Spring quarter of 2014.

Proposed committee structure:

- 2 ACC members from different colleges (also serving as the representatives from their colleges)
- One representative each from the remaining colleges
- The VPUE and Registrar as non-voting members
- 2 students
- 1 UFWW member

DISCUSSION ITEM:

Mode of Course Delivery: ACC discussed procedural questions that have arisen regarding online course delivery, which is distinct from, but frequently equated with, Extended Education. ACC policy does not currently require review of courses specifically because they are delivered online. Conversation took place regarding whether more extensive ACC oversight is appropriate, necessary, or feasible.

Meeting adjourned at 5:36 pm.

Minutes prepared by Lizzy Ramhorst, *Recorder*, 12 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	P	20	Lisa Zuzarte, <i>Catalog Coordinator</i>		P
3	Gail Coulter	H ~ Special Education	P	CUE-ACC Liaison			
4	Holly Folk	C ~ Liberal Studies	P	21	Emily Borda, <i>CUE Co-Chair</i>		P
5	David Gilbertson (Senator on ACC)	E ~ Accounting	P	Recorder			
6	Julie Helling	F ~ Fairhaven	--	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	24	Andrew Blick, <i>Extended Education</i>		P
10	Andreas Riemann (Senator on ACC)	A ~ Physics & Astronomy	P				
11	Peter Smith	I ~ Wilson Library	P				
12	Jay Teachman	B ~ Sociology	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		1
18	Logan Macpherson, <i>AS appointee</i>		--				
Voting members in attendance			14		TOTAL ATTENDEES		20