



ACADEMIC COORDINATING COMMISSION
Meeting Minutes of January 21, 2014

Call to order: ACC Chair Yvonne Durham called the meeting to order at 4:01 pm, welcoming a total of 24 attendees (roster attached).

Minutes: ACC Minutes of January 7, 2014 were approved as written.

REPORTS AND ANNOUNCEMENTS

- *ACC Chair* Yvonne Durham noted that two meetings remain prior to the curricular submission deadline on February 18. ACC will devote more time to policy issues after the Catalog deadline has passed.
- *AS Vice President for Academic Affairs* Josie Ellison announced that students running in the special election for AS VP of Business and Operations are currently campaigning.

REVIEW OF CURRICULUM MINUTES:

#	Committee	Date	Actions	Minutes prepared by
39	Recruitment Admissions Support Committee (RASC)	11/21/2013	ACCEPTED, including MOTION regarding Chair selection.	S. Flaherty
40	College of Business and Economics (CBE)	11/26/2013	TABLED ¹	K. Kairoff
41	College of Science and Technology (CST)	12/2/2013	ACCEPTED with corrections and comments. ^{2,3,4,5,6}	J. Mott
42a	Graduate Council	12/3/2013	ACCEPTED with edits and comments ² and exception of Kinesiology programs (Sport Psychology, MS and Exercise Science, MS), which are TABLED. ⁷	M. Barr
42b		12/10/2013	ACCEPTED	M. Barr
43	Fairhaven College	12/4/2013	ACCEPTED with corrections and comments. ^{2,8}	K. Johnson / S. Pogreba
44	Committee on Undergraduate Education (CUE)	12/5/2013	ACCEPTED with comments ² and exception of MATH 107 and MATH 156. ⁹ MOTION passed to approve change to ACOM exceptions. ^{10,11}	M. Price
45	International Programs Advisory Committee (IPAC)	12/9/2013	ACCEPTED	K. Mantello
46	Huxley College Curriculum Committee (HCCC)	1/8/2014	ACCEPTED with corrections and comments ^{2,12} and exception of ESCI 453. ¹³	D. Peterson
47	College of Humanities and Social Sciences (CHSS)	1/9/2014	ACCEPTED with comments and resolution of Catalog Office questions. ²	K. Ayre

¹ Motion to table forwarded by David Rossiter, seconded by Holly Folk, approved by consensus.

² All edits recommended in "[Registrar/Catalog Office Comments to Curriculum Minutes – ACC Meeting Date: Jan 21, 2014](#)" accepted.

³ Geology, BS accepted with corrected e-form from Geology department.

⁴ On page 17, within copy of Industrial Design, BS, Sophomore Portfolio Review, please edit use of commas and semi-colons within course listings in order to ensure formatting consistency and clarity for readers.

⁵ Page 25 (ENGR 104): ACC suggests that the department and College may want to explore the possibility of developing ENGR 104 as a GUR course.

⁶ Page 20 (within copy of User Experience Design Minor): Because Marketing is a concentration within the Business Administration major, ACC suggests editing subheading "For Psychology and Marketing majors" to read "For Psychology majors and Business Administration majors with a Marketing concentration."

⁷ Motion to table forwarded by David Gilbertson, seconded by Jennifer Keller, and passed by consensus. ACC requests that catalog copy indicate the specific qualifications for admittance rather than referencing the department's website.

⁸ On page 3, within Elective Course copy for the Diversity in Higher Education Minor, the phrase "...and at least one course from Conceptual Frameworks for Diversity in Higher Education" is repeated.

⁹ ACC sought clarification of MATH 107 and MATH 156 prerequisites in Abstract and Minutes of December 3, 2013 (see footnotes 3 and 4 regarding CST Minutes of November 4, 2013). Clarification has not yet been received.

¹⁰ ACC reviewed and discussed a memo from the English department laying out rationale for the proposed amendment to the ACOM requirement. Commissioners voiced concern regarding the disproportionate demographic impact of this change upon students without access to Running Start and Advanced Placement courses, and suggested possible alternative means of addressing concerns regarding the quality of writing at Western, including offering more writing-intensive FYE courses or offering writing courses with disciplinary emphases. Commissioners agreed that future discussion of possible means of enhancing writing proficiency at Western is desirable, and observed that exemption access concerns may be mitigated by the existence of an [English 101 Challenge Portfolio option](#).

¹¹ Motion forwarded by Gail Coulter and seconded by David Rossiter; motion carried with 10 votes in favor and 2 opposed.

¹² On page 10, within copy for ENVS 490, please revise prerequisite to read "Huxley College Majors. Senior status or instructor permission."

¹³ ACC requests clarification of ESCI 453 prerequisite/co-requisite.

Meeting adjourned at 5:44 pm.

Minutes prepared by Lizzy Ramhorst, *Recorder*, 28 January 2014

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	Ron Helms	B ~ Sociology	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	--				
9	Janice Lapsansky	A ~ Biology	P	Guests			
10	Andreas Riemann (Senator on ACC)	A ~ Physics & Astronomy	P	24	David Bover, <i>Associate Dean, CST</i>		P
11	Peter Smith	I ~ Wilson Library	P	25	Marc Geisler, <i>Associate Dean, CHSS</i>		P
12	Stan Tag	F ~ Fairhaven	P	26	Roberta Kjesrud, <i>Writing Center</i>		P
Voting Ex Officio (total of one vote)				27	Carmen Werder, <i>Teaching-Learning Acad</i>		P
13	Brent Carbajal, <i>Provost and VP for Academic Affairs</i>		P				
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		4
18	Logan Macpherson, <i>AS appointee</i>		--				
Voting members in attendance				15	TOTAL ATTENDEES		24