



### ACADEMIC COORDINATING COMMISSION Meeting Minutes of February 4, 2014

**Call to order:** ACC Chair Yvonne Durham called the meeting to order at 4:02 pm, welcoming a total of 28 attendees (roster attached).

**Minutes:** ACC Minutes of January 21, 2014 were approved as written. Prior to approval, ACC acknowledged the potential impact of discoveries made after the meeting of January 21<sup>st</sup> regarding the cost of pursuing the English 101 Challenge Portfolio option cited in footnote 10 as a possible means of mitigating demographic access concerns connected to changing ACOM exemptions. Commissioners agreed that their approval of these changes would stand, but that ACC would discuss alternative means of mitigating cost and potential inequities at a later date this year.

#### REPORTS AND ANNOUNCEMENTS

- ACC Chair Yvonne Durham offered her sincere thanks to commissioners for taking the time to carefully review nearly 200 pages of curricular minutes this week.

#### REVIEW OF CURRICULUM MINUTES:

#	Committee	Date	Actions	Minutes prepared by
48	College of Business and Economics (CBE)	11/26/2013	ACCEPTED with notes and comments. <sup>1</sup>	K. Kairoff & A. Andreassen
53	Graduate Council	1/14/2014	ACCEPTED	M. Barr
54 54b	Graduate Council	1/21/2014	ACCEPTED with corrections and comments <sup>1</sup> and including 2014 Graduate Program Appraisals document.	M. Barr
49	Recruitment Admissions Support Committee (RASC)	12/12/2013	ACCEPTED	S. Flaherty
50	College of Science and Technology (CST)	1/6/2014	ACCEPTED with corrections and comments <sup>1,2,3,4</sup> and exception of Manufacturing Engineering, BS. <sup>5</sup>	J. Mott
51	College of Science and Technology (CST)	1/13/2014	ACCEPTED with corrections and comments <sup>1,2,3,6,7,8</sup> and exception of Industrial Technology Vehicle Design (VHCL) and Plastics and Composite Engineering (PCE) programs. <sup>5</sup>	J. Mott
52	College of Science and Technology (CST)	1/27/2013	ACCEPTED with corrections and comments <sup>1,2,3,9</sup> and exception of EE 110, EE 311, EE 492, ENRG 270, and Electrical Engineering, BS. <sup>10</sup>	J. Mott

<sup>1</sup> All edits and actions recommended in "[Registrar/Catalog Office Comments to Curriculum Minutes – ACC Meeting Date: Feb 4, 2014](#)" accepted.

<sup>2</sup> For the purpose of facilitating efficient review, ACC requests that CST work in the future to better ensure the accuracy, consistency, and completeness of all minutes relative to e-forms and in accordance with the official template.

<sup>3</sup> Language and procedures for listing Admission and Declaration Processes for all new Engineering programs are temporary and subject to cooperation and approval on the part of the Registrar's Office. Once programs are established, all departments will be expected to list requirements in the Catalog and in a manner that is consistent across the University.

<sup>4</sup> Page 11 (Manufacturing Engineering, BS): A word has been omitted from the second sentence of the Introduction.

<sup>5</sup> All programs that include PCE 371 and PCE 372 are held until ACC has seen and approved these courses.

<sup>6</sup> Memo regarding Independent Study rubrics for new Engineering programs must be included in future minutes.

<sup>7</sup> Pages 3-5: Please work with Catalog Office to ensure accuracy of the total number of credits included in Industrial Technology Vehicle Design programs.

<sup>8</sup> Pages 5-6: Please work with Catalog Office to ensure accuracy of numbers and formatting in Plastics and Composites Engineering, BS.

<sup>9</sup> Page 4 (Electrical Engineering, BS): Please correct the total number of credits for EE Electronics Concentration Courses in e-form 811422.

<sup>10</sup> Syllabi for new courses are required before they can be approved. The program will be held until ACC has approved all included courses.

*Review of CUE minutes of 1/16/2014 (55), WCCC minutes of 1/17/2014 (56), and CHSS minutes of 1/23/2014 (57) deferred until meeting of February 18, 2014.*

**Meeting adjourned at 6:00 pm.**

Minutes prepared by Lizzy Ramhorst, Recorder, 11 February 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	<b>CUE-ACC Liaison</b>		
4	Holly Folk	C ~ Liberal Studies	--	21	Emily Borda, <i>CUE Co-Chair</i>	P
5	David Gilbertson (Senator on ACC)	E ~ Accounting	P	<b>Recorder</b>		
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	--	<b>Guests</b>		
9	Janice Lapsansky	A ~ Biology	P	24	David Bover, <i>Associate Dean, CST</i>	P
10	Andreas Riemann (Senator on ACC)	A ~ Physics & Astronomy	P	25	Marc Geisler, <i>Associate Dean, CHSS</i>	P
11	Peter Smith	I ~ Wilson Library	P	26	Nicole Hoekstra, <i>Engineering Technology</i>	P
12	Stan Tag	F ~ Fairhaven	P	27	Kathleen Kitto, <i>Dean, Graduate School</i>	P
<b>Voting Ex Officio (total of one vote)</b>				28	Kristi Lemm, <i>Chair, Grad Council</i>	P
13	Brent Carbajal, <i>Provost and VP for Academic Affairs</i>		P	29	Eric Leonhardt, <i>Engineering Technology</i>	P
14	Steven VanderStaay, <i>Vice Provost for Undergraduate Education</i>		P	30	Todd Morton, <i>Engineering Technology</i>	P
<b>Students</b>				31	Jeff Newcomer, <i>Engineering Technology</i>	P
15	Josie Ellison, <i>AS VP for Academic Affairs</i>		P	32	Derek Yip-Hoi, <i>Engineering Technology</i>	P
16	Nic Doherty, <i>AS appointee</i>		P			
17	Katie Green, <i>AS appointee</i>		--	<b>Non-voting attendees</b>		5
18	Logan Macpherson, <i>AS appointee</i>		--	<b>Guests</b>		9
<b>Voting members in attendance</b>			14	<b>TOTAL ATTENDEES</b>		28