



**ACADEMIC COORDINATING COMMISSION
Meeting Minutes of April 1, 2014**

Call to order: ACC Chair Yvonne Durham called the meeting to order at 4:00 pm, welcoming a total of 21 attendees (roster attached).

Minutes: ACC Minutes of March 4, 2014 were approved with a footnote numbering correction.

REPORTS AND ANNOUNCEMENTS

- *AS VP for Academic Affairs* Josie Ellison reported that AS Elections are beginning, and individuals interested in running for her position are likely to visit ACC in coming weeks. Due to a class conflict, Nic Doherty is unable to continue serving on ACC and will be replaced. His excellent service has been appreciated.

REVIEW OF CURRICULUM MINUTES:

#	Committee	Date	Actions	Minutes prepared by
42b	Graduate Council	12/10/2013	Corrected minutes ACCEPTED ¹	M. Barr
67	Council on University Programs (CUP)	1/31/2014	Leadership Studies Minor ACCEPTED	C. Wise
74	Graduate Council	1/31/2014	ACCEPTED	M. Barr
75	Graduate Council	2/5/2014	ACCEPTED with answer to Catalog Office question. ²	M. Barr
76	Committee on Undergraduate Education (CUE)	2/6/2014	ACCEPTED with corrections ^{2,3} and comments. ^{4,5}	M. Price

¹ Graduate Council minutes of 12/10/2013 were previously approved on 1/21/2014. Accepted corrections reflect the following information: "Woodring College of Education will be offering their Residency Principal Certificate and Residency Principal Certificate, Educational Administration, MEd program (all three options) in Tacoma as well as in Bremerton. These are the same programs as those in Bremerton, and there is no change in curriculum."

² All edits recommended in "[Registrar/Catalog Office Comments to Curriculum Minutes – ACC Meeting Date: Apr 1, 2014](#)" accepted.

³ Page 4: Brian Burton's title is Associate Vice President for Academic Affairs.

⁴ CFPA approval of A/HI 297A must be forwarded to ACC as an informational item.

⁵ Approval of BIOL 195 is pending CST approval.

DISCUSSION ITEMS:

Academic Honesty Policy: Karen Stout, *Past Senate President*, and Melinda Assink, *Administrative Assistant to the Provost*, presented commissioners with the current draft of the new Academic Honesty Policy and solicited their input, comments and suggestions.

Six Questions Initiative: Commissioners participated in an initial discussion of one of the questions forwarded to ACC by the Six Questions Coordinating Committee regarding how Western should approach off-campus educational needs. Yvonne Durham will collect individual written responses from the commissioners to this question and to an additional question regarding the role of the liberal arts and sciences at Western. These responses will be forwarded to the Coordinating Committee. Commissioners are asked to submit their written responses by the end of the month.

CONSTITUENT CONCERNS:

Commissioners conveyed questions regarding the enforcement of prerequisites for students who fail to meet prerequisite passing standards after course enrollment dates have passed and expressed concern regarding the accessibility of CUE materials for help in creating syllabi for GUR courses.

Meeting adjourned at 5:50 pm.

Minutes prepared by Lizzy Ramhorst, *Recorder*, 9 April 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	--	CUE-ACC Liaison			
4	Holly Folk	C ~ Liberal Studies	P	21	<i>CUE Co-Chair</i>		--
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	P	Guests			
9	Janice Lapsansky	A ~ Biology	P	24	Melinda Assink, <i>Admin Asst to Provost</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	Karen Stout, <i>Past Senate President</i>		P
12	Stan Tag	F ~ Fairhaven	P	27	Patrick Eckroth, <i>AS Elections candidate</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>		--	Non-voting attendees 4			
17	Katie Green, <i>AS appointee</i>		--	Guests 4			
18	Logan Macpherson, <i>AS appointee</i>		--				
Voting members in attendance			13	TOTAL ATTENDEES			21