ACADEMIC COOORDINATING COMMISSION (ACC)  
Frequently Asked Questions

What is the ACC?

The ACC is a major standing committee of the Faculty Senate. It is a committee of faculty with oversight over all aspects of the curriculum, curricular policy and Western’s academic enterprise. ACC’s task ensures curricular coherence, appropriate standards for admission, progress through the curriculum, assessment, and graduation requirements, and oversight of the development and progress of programs.

Who are members of the ACC?

Faculty from every college volunteer for the ACC and are elected to its membership in Spring Quarter. Faculty serve two year terms and may be re-elected to serve for up to a total of six years. The Provost, or designee, the Vice Provost for Undergraduate Education is a voting member and there are four student voting members which, along with twelve faculty, bring the total to seventeen members. The Registrar and Catalog Coordinator are non-voting members as is the faculty representative from the CUE.

The Registrar and the Catalog coordinator confirm that the catalog accurately reflects the actions taken by ACC with regard to curriculum. Other systems at the University such as CAPP encoding which enables students to view their progress and requirements for graduation) rely heavily on the accuracy of the approval processes provided by the ACC.

Can you explain the ACC approval process in a few words?

When a faculty member decides to create a course the new entity must be approved through administrative and curricular processes within her/his department and then forwarded to the college. Each college has a curriculum committee which reviews all course proposals, revisions, and eliminations from the departments within the college. The minutes from these college curriculum committee meetings reflect the actions taken and are forwarded to the ACC. ACC reviews and accepts these minutes and ensures correlation between colleges, eliminates overlap or redundancy and upon approval forwards the new information to the catalog coordinator. The heaviest review work occurs in late Fall and Winter Quarter in order to meet the mid-Winter deadline for the catalog for the following academic year. Acceptance of the curricular minutes by ACC indicates approval of the actions taken with regard to courses, and information is entered into the online catalog as appropriate for the quarterly timeline of classes and for early admission. All ACC minutes are reviewed by the Faculty Senate.

The ACC provides a detailed handbook of processes for departments and department secretaries on this website.
How often does ACC meet?

There are five meetings per quarter on Tuesdays at 4 pm in the Board room. The Executive Committee of the ACC, which includes the Chair and Vice Chair, the Vice Provost for Undergraduate Education, and the Associated Students Vice President Academics, along with the recorder, meet on alternate Tuesdays to prepare the Agenda for the regular meeting. Secretaries in the colleges forward copies of their college curricular minutes one week ahead in time to be included on the Agenda. Following each meeting a short summary is sent to faculty and staff directly involved in curricular matters.

Does ACC just review courses?

No, not at all. ACC has several standing faculty committees. These include the Committee on Undergraduate Education (CUE), the Recruitment Admissions Support Committee (RASC), the Council on University Programs (CUP), the Honors Board, the Graduate Council, the International Studies Curriculum Committee (ISCC) and the International Programs Advisory Board (IPAC). The actions in the minutes of each of these committees are accepted by ACC.

ACC not only reviews the actions and topics considered by its committees, but frequently brings forward timely topics of its own for action and discussion. Here are just a few recent topics: sustaining general education, entry into the majors, assessment, response to accreditation requirements, extended education and the review of online offerings, policies about student behavior and rights and responsibilities, student and faculty travel abroad, graduate programs and their development and review, summer school programs, transfer articulation, activities on satellite campuses, and many other topics that come up during the course of the academic year.

Can any faculty member serve on the ACC?

Anyone who is a faculty member may serve. ACC members generally have a strong interest in curriculum and academic policies. Members are responsible for providing information to their college curricular committees and numerous avenues are available for continued intercommunication between committees. There are strong resources available for faculty that combine the resources of the Center for Instructional Innovation, the Writing Center and Teaching and Learning Academy. ACC has recently developed a teaching handbook, and works with Academic Advising to provide advising handbooks for students and faculty.

For further information, please contact the Chair of ACC, or the Faculty Senate Office at OM350, MS9020, RoseMarie.Norton@wwu.edu - Admin Assistant.