



**ACADEMIC COORDINATING COMMISSION
Meeting Minutes of 7 November 2023**

CALL TO ORDER: *ACC Chair* Kristi Tyran called the meeting to order at 4:01 pm.

APPROVAL OF MINUTES: Minutes of October 24th were approved as written.

REPORTS AND ANNOUNCEMENTS

Kristi Tyran, ACC Chair reported that:

- The Senate Executive Committee has determined that moving forward, meetings will be recorded for archival purposes and will not be available on the website.
- Shevell Thibou will be the chair of the Committee on Undergraduate Education (CUE) for Winter and Spring quarter.
- The ACC may see a proposal for the revision of CUE’s charge later this year.

Jack Herring, Vice Provost for Undergraduate Education reported that:

- CUE is assessing how the University can better meet the needs of incoming low income and first generation students, specifically in terms of support around Writing Proficiency (WP) Points and ENG101. Prior to the Pandemic two-thirds of all incoming students took ENG101. In 2023, 92% of incoming students are required to take the class. There is a connection between ENG101 grades and first year retention, suggesting that generating strategies to encourage student engagement in ENG101 may have a positive impact on retention.
- A new appropriation from the State Legislature to build a program for first generation students will provide funding to develop and implement the program. Work is being done to write a report to the Legislature in order to secure this funding.

Dacey Durbin, CBE Senator on Behalf of AS Senate President reported that:

- An at-large student has been selected to serve on the ACC. An email from the AS Senate president will be coming soon confirming the appointment of this student to the role.
- Several students have expressed an interest in serving on the PEJ task force. These students will have the requirements and time commitment explained to them before moving forward.

REVIEW OF CURRICULUM MINUTES AND PROPOSALS

	Committee	Date	Actions
R1	ACC Exec Approved	10/31/2023	ACCEPTED
T2			ACCEPTED with comment on SOC397U ¹ and SOC397Z ²
M2			POSTPONED
09	Woodring Curriculum Committee	10/11/2023	ACCEPTED with comment ³
12	CHSS Curriculum Council	10/26/2023	ACCEPTED with exception of PLSC496 ⁴
14	CSE Curriculum Committee	10/30/2023	ACCEPTED with exception of Embedded Systems Minor ⁵
15	CENV Curriculum Committee	10/31/2023	ACCEPTED
16	CFPA Curriculum Committee	11/1/2023	ACCEPTED

17	Fairhaven Curriculum Committee	11/2/2023	POSTPONED
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¹ [SOC397U](#): ACC requested documentation of collegial communication.

² [SOC397Z](#): ACC approved for scheduling and requested an updated syllabus be attached for more detail on in-class assignments.

³ [Palliative Care Minor](#): Approval pending collegial communication with Anthropology Department. The ACC requests total credits are updated due to program requirement revisions.

⁴ [PLSC496](#): The ACC returned proposal due to required prerequisite revisions. The submitted prerequisites can't be enforced and do not comply with typical catalog prerequisite text wording.

⁵ [Embedded Systems Minor](#): ACC returned due to no specific application date mentioned. The ACC also requested that the URL be added in reference to the EECE webpage.

DISCUSSION ITEMS

ACC Discussion on Ideas for [New PEJ Task Force Charge](#): Kristi Tyran reported revisions to the PEJ Task Force Charge following the last ACC meeting include the addition of two student representatives and making at large faculty member seats optional.

A **motion** (forwarded by Rebekah Paci-Green and seconded) **to approve** the revisions to the PEJ Task Force Charge **passed** unanimously.

ACC Proposal for Review of Approved Online/Hybrid Courses: Kristi Tyran shared a [Proposal Draft](#) requiring colleges to review previously approved Online/Hybrid courses to be consistent with the recently created college modality policies.

A **motion** (forwarded by Rebekah Paci-Green and seconded) **to approve** the proposal for Review of Approved Online/Hybrid Courses **passed** unanimously with the following amendments:

- Change the requirement of review of the past four quarters to the past eight quarters.
- Change the language of “all colleges” in the first paragraph to “many colleges.”
- Change the requirement of College Curriculum Committees to submit memos to ACC rather than notes.
- Change the deadline of review from April 1, 2024 to December 1, 2024.

Discussion of the following scheduled agenda item was postponed until ACC's meeting of November 21, 2023: Review of college modality policies ACC has received.

Meeting adjourned at 5:37 pm.