Sent for ACC Approval: 11/4/2025
ACC Approved: 11/4/2025
To Faculty Senate: 11/10/2025

Official Minutes
Academic Coordinating Commission
10/21/2025

Call To Order and Approval of Minutes

Call to Order: ACC Chair Melissa D'Eloia called the meeting to order at 4:00 p.m.

Approval of Minutes: A motion made by Tim Bruce (and seconded) to approve the October 7, 2025 ACC minutes was approved unanimously.

Reports and Announcements

Melissa D'Eloia, ACC Chair

- Three action items forwarded by ACC were approved by Faculty Senate: revisions to requesting degree program moratorium policy, CUE GUR Review and PEJ Recommendations Task Force charge, and Winter – Spring 2026 moratorium on CUE review of GUR requests.
- All faculty were sent an email from Provost Johnson regarding the CUE moratorium to all faculty today.

Shelli Soto, Vice Provost for Enrollment Management

- The glitch involving TA instructor information rolling into Canvas has been resolved. The next phase is to use HR data to identify student employees who are TAs so that they can be rolled into Canvas. The goal is to resolve this issue in next few months, but it is uncertain if it will be completed by Winter Quarter.
- The total enrollment for fall is a decline of just under one percent, with a 10% decline in first-year enrollment and a small decrease in transfer students. The enrollment rates of students of color are higher. Enrollment at other WWU locations is approximately even. The FAFSA completion rate is a record high for first-year students. Compared to other public four-year institutions in Washington, WWU is in a better position in terms of decline from 2018 (other than U-WA).

Jack Herring, Associate Vice President for Academic Affairs

- The President's Strategic Enrollment Initiative has goals of 3,200 first-year students, 1,200 transfer students, and 80% retention rate. This year showed a recovery over last year, with a 79.2% retention rate and retention recovery for the gender gap and underrepresented students. There was not a comparable recovery for first-generation students.

John Hardgrove, ASWWU Senate President

- There was no ASWWU Senate report.

Review of Curriculum Minutes and Proposals

Jamie Lawson, Catalog and Curriculum Management Analyst, provided an overview of Curriculum proposal and review and software updates.

	Committee	Date	Actions
I1	Information Item		Biology, BA program revision
M1	Western Libraries Curriculum Committee		Approved: LIBR 341[1]
8	CHSS Curriculum Council	10/2/2025	Approved: Biology Department, JOUR 413, JOUR 424, Political Science, BA
9	Fairhaven Curriculum Committee	10/8/2025	Approved: FAIR 297T, FAIR 297V
10	Committee on Undergraduate Education	10/9/2025	Approved
11	CENV Curriculum Committee		Approved: ENVS 413, ENVS 414, ENVS 459, ENVS 413A Return, Re-review by ACC Exec: ENVS 305[2], ENVS 426[3]
12	Woodring Graduate Council	10/10/2025	Approved with Comment: RC 592[4]
13	CSE Curriculum Committee	10/13/2025	Approved: Biology Department
14	CFPA Curriculum Council	10/14/2025	Approved: DNC 431

Discussion Items

- **Asynchronous Course Offerings:** Jack Herring, Associate Vice President for Academic Affairs, reported that he has been reviewing best practices to ensure RSI in

[1] Add credits to syllabus
[2] Clarify asynchronous and synchronous online in modality information paragraph of syllabus; syllabus should state online mixed (synchronous/asynchronous) at top
[3] Include additional information about synchronous content (similar to "modality information" in ENVS 305)
[4] Clarify in syllabus that the course may be taken at a minimum of two times to meet the internship hours requirement.

asynchronous courses. Most universities are requiring ongoing validation of RSI requirements, rather than just when syllabi are first approved. One strategy is auditing a percentage of courses, with the audits performed by a subset of faculty from curriculum committees. Another approach is using an honor system, with the faculty member teaching the course stating they are meeting or exceeding the RSI in the approved syllabus. He also stated that there could be a professional development component for faculty who are teaching online.

The Chair asked Commissioners to be prepared for a discussion on this issue during the November 4 ACC meeting.

Information Item

- **Accreditation, Assessment, and Advisory (AAA) Committee:** Due to time constraints, this item has been postponed until the November 4 ACC meeting.

Items from the Floor

There were no items from the floor.

Adjournment

Commissioner adjourned at 5:33 p.m.

ACC Attendance
10/21/2025

Voting Members			Non-Voting Members		
Melissa D'Eloia	At-Large (Chair)	x	Jack Herring	Provost	x
Tara Perry	CHSS	x	Shelli Soto	Registrar	x
Elizabeth Raymond	CSE	x	Jamie Lawson	Catalog and Curriculum	x
Midori Takagi	Fairhaven	--	Sabina Gupta	ASWWU Senate	x
Anca Sirbu	CBE	x	Halle Bauer	ASWWU Senate	x
Tammi Laninga	CENV	x	**Recorder**		
Tim Bruce	WCE	x	Becky Johnston	Faculty Senate	x
Sara Jo Monaghan	CFPA	x	**Guests**		
Elizabeth Stephan	Libraries	x			
Kendra Dupuy	CHSS-SBS	x			
John Hardgrove	ASWWU Senate	x			
Vacant	Graduate School	NA			
Vacant	Faculty Senate	NA			
Vacant	Faculty Senate	NA			

Voting Attendees	10
Non-Voting Attendees	6
Total Attendees	16