

**Academic Assembly**  
January 29, 2018  
2:05 – 3:35pm, STCN 130

**MINUTES**

Present: Rick Block, Pat Buchsel, Terri Clark, Mark Cohan, Marc Cohen, Miles Coleman, Allison Gibbons, Leticia Guardiola-Saenz, Nalini Iyer, Kathleen La Voy, Chuck Lawrence, Agnieszka Miguel, Michael Ng, Steve Palazzo, Tracey Pepper, Frank Shih, Gregory Silverman, Colette Taylor, Kirsten Thompson, Travis Tweet

*Minutes taken by Rosa Hughes*

- I. Review of 1-8-18 Minutes
  - A. Approved with 15 approve, 0 oppose, 0 abstain
  - B. Move to revote with only those who were present at the meeting
    - 1. Approved with 11 approve, 0 oppose, 4 abstain
- II. Faculty Handbook Updates
  - A. Nomination to Faculty Handbook Revision Committee (FHRC)
    - 1. Motion to make an exception to one week motion before voting rule
      - a. Approved with 15 approve, 0 oppose, 0 abstain
    - 2. Motion to approve nominee Deirdre Bowen, Law School
      - a. Approved with 15 approve, 0 oppose, 0 abstain
  - B. Faculty Handbook Motion 1: Lecturer Rule
    - 1. Approved with 14 approve, 0 oppose, 1 abstain
  - C. Faculty Handbook Motion 2: On the Process for Promotion and Tenure
    - 1. Approved with 10 approve, 4 oppose, 2 abstain
  - D. Faculty Handbook Motion 3: Annual Performance Evaluation
    - 1. Two issues
      - a. Update language in other sections of the handbook to match an edit that was accepted by FHRC and AcA last year, in regard to annual evaluations
      - b. HR has also proposed language surrounding evaluations
    - 2. Too little time to consider and discuss motion, so FHRC will discuss and bring forth a final proposal to a future AcA meeting
- III. AcA Process Issue
  - A. Currently AcA is waiting to approve minutes (at the next meeting) before making statements, acting on motions, etc.
  - B. However, there are sometimes issues where we need to move quickly
  - C. This is a process question, as AcA will often amend motions during discussion, without exact wording
  - D. Perhaps only if there is precise wording and explicitly stated time sensitivity will motions be acted upon before review of the minutes at the following meeting
  - E. There is also a timing issue when there are long breaks between meetings (summer and holidays)
  - F. We need a process to approve minutes without a major delay
  - G. Request to continue conversation later in meeting
- IV. Program Review Committee Curriculum Proposal Recommendations
  - A. New Program – Bachelor of Arts in Music (CAS – *Quinton Morris, David Powers*)

2. Proposal combines what we have now (voice and strings) to create a unified program in music with opportunities for both of these
  3. By reorganizing the resources we have now, there is a small startup cost but no major long term budget ask
  4. Faculty – next year convert a non-tenure track line into tenure track and conduct a search
  5. Student experience and recruitment
    - a. Market research study showed that for voice students this will be a better recognized degree, and on the strings side gives more room to add a minor or a double major
    - b. Smaller credit load in new major allows for more student flexibility
  6. AcA Discussion
    - a. Motion on Canvas to approve the PRC memo endorsing the program proposal
    - b. Approved with 15 approve, 0 oppose, 1 abstain
- B. New Program – Minor in Arabic (CAS – *David Powers, Victor Reinking*)
1. Faculty issues
    - a. Program will only have one full time, non-tenure track faculty member with over 20 years’ experience teaching Arabic, currently teaching French and pilot Arabic classes
    - b. Fragile arrangement dependent upon one person, not easy to find qualified Arabic instructors
    - c. Limited demand, popular with students but not large enough to justify additional faculty
    - d. Similar to Japanese, Chinese, Italian – depend on one person for each of these
    - e. In comparison to last time we offered this minor, much more robust set of Middle Eastern studies courses that can be taken in the minor (offered in History, International Studies, and other departments)
    - f. All Arabic language courses are all already running as pilots, and full
  2. A marketing survey was not cost-justified for a minor in which pilot courses are already popular
  3. Currently developing two study abroad opportunities in Morocco for the program
  4. Current students are enthusiastic about the program
    - a. Full first year class of 20 students, with a waiting list
    - b. All current students want to pursue the minor
  5. AcA Discussion
    - a. Motion on Canvas to approve the PRC memo endorsing the program proposal
    - b. Approved with 16 approve, 0 oppose, 0 abstain
- C. New Program – Certificate of Graduate Studies in Church and Faith-Based Non-Profit Management (STM – *Valerie Lesniak, Mark Markuly*)
1. Developed on a gift from a foundation to educate religious and non-profit leaders on how to run the business side of these kinds of organizations
  2. Courses developed in partnership with Albers School of Business and Economics
  3. Doubt that this will draw students away from current Nonprofit Leadership program in College of Arts and Sciences, as this is a certificate and the target audience is national and online
  4. AcA Discussion
    - a. Motion on Canvas to approve the PRC memo endorsing the program proposal
    - b. Approved with 14 approve, 0 oppose, 0 abstain
- D. New Program – Master of Arts (STM – *Valerie Lesniak, Mark Markuly*)

1. Master of Arts with no further title
  2. STM does offer professional masters degrees, but have found that within accrediting body and amongst student population, rising popularity of MA degree with no professional declaration
  3. Uses all existing courses
  4. 54 credit degree, 24 credits required courses and 30 credits elective courses
  5. AcA Discussion
    - a. Motion on Canvas to approve the PRC memo endorsing the program proposal
    - b. Approved with 14 approve, 0 oppose, 0 abstain
- E. Restructure Computer Science graduate programs (CSE – *Jean Jacoby, Roshanak Roshandel*)
1. One comprehensive restructure involving: termination of Master in Software Engineering degree, new Software Engineering specialization within the Master of Science Computer Science degree, and new/terminated associated certificates to reflect the major program changes
  2. PRC recommendation to split undergraduate/graduate shared courses
    - a. Some overlap in content, historically did not have the resources to offer separate courses, so offered these combined courses and the graduate students would have additional research and project components and a different grading scheme
    - b. Programs are now overflowing, so the department will have the ability to separate these courses and offer different graduate and undergraduate courses
  3. Programs are not externally accredited – not industry standard (only about 28 percent of CS degrees are, UW is not)
  4. Projected enrollment growth on track to have about 100 students within three years
  5. MSE program is the oldest surviving Software Engineering program in the world, was begun in 1979 and kept alive for historic purposes, now the field has changed so much that employers are looking for the CS degree
  6. AcA Discussion
    - a. Motion on Canvas to approve the PRC memo endorsing the program restructure
    - b. Approved with 15 approve, 0 oppose, 0 abstain
- F. Suspend/Terminate Program Proposals
1. Global Awareness Program (specialization, CAS) – terminate
    - a. Low enrollment, curriculum covered in other programs
    - b. Motion on Canvas to approve the PRC memo endorsing the program restructure
    - c. Approved with 15 approve, 0 oppose, 0 abstain
  2. Business Valuation Certificate (ASB) – suspend
    - a. Motion on Canvas to approve the PRC memo endorsing the program restructure
    - b. Approved with 15 approve, 0 oppose, 0 abstain
  3. Healthcare Management Certificate (ASB) – suspend
    - a. LEMBA created a new track for healthcare to attract students – ended up taking students from original LEMBA instead of generating new enrollment
    - b. Too many different areas of healthcare to create a cohesive curriculum
    - c. Motion on Canvas to approve the PRC memo endorsing the program restructure
    - d. Approved with 15 approve, 0 oppose, 0 abstain
- V. Continued AcA Process Discussion
- A. Specifically on the AcA statement on the DACA issue, a motion was brought forth to the body and approved, but then was not forwarded to the administration until after the minutes were approved at the following meeting, which was after the holiday break and resulted in a long delay that hurt the time-sensitivity of the statement

- B. Need to clearly state what the process is on when statements/motions become actionable
- C. Motion that the default process is to wait for the approval of the minutes unless there is an urgent need, at which point can AcA can initiate expediency mandate
  - 1. No second, withdrawn
- D. It may be up to the discretion of the AcA president, in the past actions were taken by the president that were not formally approved, or communicated back to AcA
- E. AcA is advisory to Provost
- F. Proposal to establish quorum at the beginning of the meeting and then when a vote is taken on a motion, it becomes immediately actionable
- G. Mark Cohan and Steve Palazzo will work on language to clarify process