March 6, 2002, 12:30 p.m., Room 260B

Present: Mary Abrums, Dan Jacoby, Carole Kubota, Kevin Laverty, Kelvin Sung, Linda Watts

Guests: Chuck Jackels

Carole Kubota announced that the UWB Academic Services Department was not selected as a semifinalist for the 2002 Brotman Awards for Instructional Excellence. Kelvin Sung suggested that it might be helpful to talk to the members of the committee for future reference.

**Distance Learning Degree Program in Computing and Software Systems**

Chuck Jackels distributed an overview of the proposed Bachelor of Science in Computing and Software Systems Distance Learning Program. He indicated that the CSS faculty had approved the management-oversight framework for the distance learning degree program and its curriculum. They are currently working on the business plan. Initially they had looked at the possibility of having it be distinct from the campus program, but decided to make it a tightly integrated distance learning version of their existing program. The same faculty will be responsible for both programs. The distance learning program will be self-sustaining. The curriculum will need to go through the various curriculum committees for approval. It will also be brought before the Executive Council for approval. Because the program is 100 percent non-residency, it will need a waiver of the residency requirement currently in place for on-campus programs.

According to new Senate rules, distance learning courses must be reviewed at the appropriate college councils, which at UWB would mean the Curriculum Committee. The Senate's Faculty Council on Academic Standards does not review individual courses.

The question raised by several people is whether this delivery mode is appropriate—is it compatible with our mission. Mary Abrums suggested bringing someone in to speak who has had experience in distance learning.

Professor Jackels reported that there is also a certificate component in the program. Several certificates will be offered upon completion of a specific group of courses. He will check to see if certificate programs need special approval.

Kelvin Sung suggested that some training be offered for faculty if it is decided to teach distance learning classes.

It was decided to ask the UWB Curriculum Committee and the EC to prepare a list of questions for the group which developed the CSS distance learning program and ask them to attend an EC meeting for a discussion.

Professor Jackels will ask the author of the draft of the CSS proposal to send a new draft suitable for distribution to the EC and Curriculum Committee. Professor Jacoby will solicit questions from the Curriculum Committee.

**Master of Science in Computing and Software Systems.**
The proposal for the Master of Science in Computing and Software Systems was distributed to the EC prior to this meeting. Professor Sung indicated that the CSS program had developed a masters degree, unique to this area. The program would serve people who would like to make a career change, including those without a CSS background. The 45-credit requirement is reasonable for a master's degree. He indicated that the electives offered are all courses within the CSS program.

The EC will send their comments regarding this proposal to Kelvin Sung. At some point the proposal will need to be reviewed by the UW Graduate School and the Higher Education Coordinating Board. Professor Jackels asked if the Curriculum Committee met during the summer.

Spring Quarter Executive Council Meetings

The meetings for the Executive Council will be held on the following dates from 9:15 - 10:45:
April 10 and 24
May 8 and 22
June 12

Patti Bellecy will reserve 260B for these meetings.

Student Learning Outcomes Survey

Professor Jacoby indicated that the Program Directors were willing to take back to their programs a resolution concerning the Student Learning Outcomes Survey. Professor Abrums moved to accept the resolution prepared by Professor Jacoby to send to the Program Directors. Linda Watts seconded the motion; the vote was 5 in favor and 1 abstention. The resolution is as follows: "The GFO supports the collection of SLO data with the understanding that no program accountability (except those agreed to for accreditation purposes) or personnel evaluations or review shall be conducted using this data."

Announcements

There will be a series of brown bags held during spring quarter on Tuesdays at 1:30 and Wednesday's at 5:30, to provide information regarding what academic activities are occurring on campus.

Professor Jacoby suggested that the Senate legislation on lecturers tenure track be discussed at a future EC meeting.

Regarding Human Subject Review, it was mentioned that this campus has previously had a committee that was capable of exempting proposals from a full human subject's review.

Minutes submitted by Patti Bellecy