

APCRC Minutes
September 5, 2019
11:00 a.m.
3609 Engineering Hall

Present: John Puccinelli (BME), Kevin Shinnars (BSE), Greg Harrington (CIV ENGR), Dave Anderson (ECE), Dan Klingenberg (CBE), Jesse Hampton (GLE), Jacob Notbohm (EP), Laura Grossenbacher (CoE), Doug Wiegmann (ISyE), Andrea Strzelec (EPD), Jenny Binzley (CoE), Sindo Kou (MS&E), Greg Nellis (ME), David Noyce (CoE)

1. Introductions
2. Approval of [May](#) and [July](#) minutes -- approved
3. Approval of Requisite Amnesty
 - a. M E - approved, I S Y E - approved, E P, E M A, and N E - approved
 - b. E C E is entered in SIS
4. Announcements
 - a. APCRC Website - please share with your departments - <https://apcrc.engr.wisc.edu/>
 - b. Follow up from July meeting. Flowcharts can be linked to from Guide within the program requirements section. Waiting on information from RO regarding transcript language.
 - c. Program updates - things to consider
 - i. Syllabi for COMP SCI 220 and 320 - consider as prerequisites and program items
 - ii. Other new courses
 - iii. CHEM 638 is now CHEM 738
 - iv. Deadlines for major changes (full governance needed) - <https://kb.wisc.edu/coe/93918>
 - v. Deadlines for minor changes (departmental approval only) - <https://kb.wisc.edu/coe/93919>
 - d. Sustainability Attribute
 - i. Department chairs and subject approvers received a communication from Cathy Middlecamp about how to request the provisional sustainability attribute - spreadsheets are due November 1 - simply indicate Yes for the course, and add 2 outcomes later through either a course proposal or through the CLO Initiative
 - ii. Let Sara know who is leading communication on this for your department
5. Course Learning Outcomes Initiative
 - a. Fall semester: E P D 397, G L E/CIV ENGR 330, M S & E 350, CIV ENGR 320, E M A 201, B M E 400, and CBE 150
 - b. Spring semester goal is to update outcomes for as many courses as possible
 - c. 4-7 outcomes are expected; instructors can add additional outcomes when they teach a course; will be assessed through Canvas/AEFIS integration, keep course learning outcomes broad
 - d. Choose ABET outcomes that are applicable to the specific course
 - e. The end result of this project should make reporting for ABET more efficient
6. Course Proposal Review
 - a. [Questions to ask when reviewing course proposals](#)
 - i. Full policy statement: <https://kb.wisc.edu/page.php?id=78913>
 - b. Deadlines are posted here: <https://kb.wisc.edu/91771>
7. Course Proposals -
 - a. M E 471 -- contingent approval

- b. M E 601-- contingent approval
 - c. M E 669 -- contingent approval
 - d. M E 758 - approved!
 - e. E M A 703 - contingent approval
 - f. CIV ENGR/G L E 511 - contingent approval
 - g. CIV ENGR/G L E 330 - contingent approval
 - h. INTEREGR(was E P D) 155 - contingent approval - note: post-meeting Tech Comm decided to deactivate this course instead - deactivation will be reviewed in October
 - i. E P D 620 - approved
 - j. E P D 621 -- approved
 - k. E P D 630 -- approved
 - l. E P D 631 -- approved
 - m. CIV ENGR 150 -- contingent approval
 - n. CIV ENGR 151 -- approved
 - o. CIV ENGR 152 -- approved
 - p. CIV ENGR 155 -- approved
 - q. CIV ENGR 250 -- contingent approval
 - r. CIV ENGR 352 -- approved
 - s. CIV ENGR 451 -- approved
8. DARS Substitutions -- all approved
- a. ME
 - b. ISYE
 - c. EP
 - d. GLE
 - e. CEE
 - f. ECE

Next meeting:

October 3, 2019

11:00 a.m.

3609 Engineering Hall

<https://kb.wisc.edu/page.php?id=78913>

D. School or College Review and Approval

The next level of review is by the school/college. In addition to affirming that the department level review is complete, the school/college curriculum committee should address:

1. Have all appropriate academic units reviewed the proposal? Are there units in other schools/colleges that should review for either overlapping content or for possible interest in using the course in a program they offer? Has the department considered the course in the broader university context?
2. The course adheres to school/college and university policies.
3. The credit hour policy is being met.
4. Learning outcomes align with the intended audience and purpose of the course.
5. Is the proposed course fulfilling an unmet need at the university?

Approval by the school or college curriculum committee is an indication that the school/college approves the academic merits of the course and of the decision of the department/program faculty to offer it. Generally, courses are offered within existing departmental/program resources, and dedication of new school/college-level resources or assignment of course scheduling preferences are not conveyed by this approval unless specified in the proposal.