

Appendix One
BYLAWS
to the
**Constitution of the Faculty
of Western Washington University**
(BL7 Committees, Councils, and Commissions)
BL7.3 Academic Coordinating Commission

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The purview of Academic Coordinating Commission comprises all aspects of policy relating to the academic enterprise of the University, including but not limited to:

- I. Curricular coherence
- II. Curricular administration
- III. Standards and requirements for admission, progress through the curriculum, and graduation
- IV. Oversight of curricular change

ACC approval of academic programs does not constitute approval for University funding. Budgetary requirements should be handled at the collegiate level before forwarding to ACC.

ACC publishes its policies on the Faculty Senate website and in its handbook. ACC oversight in no way impinges on those matters that are the purview of collective bargaining. ACC collaborates with the Office of the Registrar, the University Planning Council, Academic Advising, Student Life, and other units on campus in order to further its academic mission and the strategic plan of the University.

BL7.3.1 Membership

The membership of the ACC shall be as follows:

- a. Two faculty representatives from the College of Humanities and Social Sciences;
- b. One faculty representative from each of the following: the College of Sciences and Technology, Fairhaven College of Interdisciplinary Studies, the College of Business and Economics, Huxley College of the Environment, Woodring College of Education, and the College of Fine and Performing Arts;
- c. One representative from the Library faculty;
- d. One At-Large faculty representative;
- e. Two members of the Faculty Senate for one-year terms;
- f. The Associated Students Vice President for Academic Affairs (ex officio);
- g. Three additional students;
- h. The Provost/Vice President for Academic Affairs (ex officio);

- i. The Registrar (ex officio, non-voting); and
- j. The Catalog Coordinator (ex officio, non-voting).

Faculty members are appointed Spring Quarter and are seated at the last ACC meeting of Spring Quarter. ACC members in categories a, b, and c (above) are appointed for two-year terms by the Faculty Senate. The At-Large representative and two voting Faculty Senators are appointed by the Senate for two-year and one-year terms respectively. The student Vice President for Academic Affairs is elected by the Associated Students, and three additional students are appointed by the Associated Students' Board of Directors.

A chairperson and vice chairperson shall be appointed by and from the committee membership at the last meeting each Spring Quarter. A faculty member as chairperson will receive release time of 0.33 FTEF or equivalent as specified in the Faculty Contract to carry out the responsibilities of the office.

BL7.3.2 Executive Committee

The Executive Committee of the ACC shall be made up of the chairperson, vice chairperson, the Associated Students Vice President for Academic Affairs, and the Provost. The Executive Committee is responsible for setting the meeting agendas, and is empowered to cancel meetings if there is not sufficient business or call extra meetings if they are necessary to complete business. The recorder also attends.

BL7.3.3 Meetings

The ACC will meet fortnightly on Tuesdays at 4:00 p.m. Copies of the approved minutes of meetings shall be forwarded to the Faculty Senate for review as soon as possible.

BL 7.3.4 Committees and Reportage

The ACC shall maintain the following standing committees: Admissions Committee, ~~the Committee on Undergraduate Education, the Assessment of Teaching and Learning, General Education Requirements Committee,~~ Graduate Council, Honors Board, and International Programs Advisory Committee. The memberships of these committees are approved by ACC, and membership requirements are published along with the charge in the ACC Handbook and on the Faculty Senate website.

Curricular Committees of the Colleges, including the Teacher Curriculum and Certification Council and the Library Curricular Committee inform ACC of their memberships.

Standing Committees and College Curricular Committees shall forward their approved records of actions from their meetings to the ACC for review within three weeks. The ACC is empowered to create additional ad hoc or standing committees as necessary to effectively meet its charge.