

University of Washington
Faculty Council on Academic Standards

December 6, 2019
1:30 p.m. – 3:00 p.m.
Gerberding 142

Meeting Synopsis:

1. Call to order
 2. Review minutes from November 22, 2019
 3. SCAP report
 4. Chairs' update
 5. FCAS policy discussion:
 - a. Policy on graduate courses in undergraduate programs
 - b. Residency requirement for distance learning courses
 6. Good of the order
 7. Adjourn
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1. Call to order

The meeting was called to order at 1:30 p.m.

2. Review minutes from November 22, 2019

The minutes from November 22, 2019 were approved as written.

3. SCAP report

Non-routine business:

#1 – Astronomy

The proposal is for revised admission requirements for the Bachelor of Science degree in Astronomy. The department is proposing to change from a minimum requirement major to a capacity constrained major.

The proposal returned from tri-campus with no comments. The council voted to approve the proposal.

#2 – Information School

The proposal is for revised admission requirements for the Bachelor of Science degree in Informatics. The department is proposing to change to a twice-a-year admission cycle.

The proposal returned from tri-campus with no comments. The council voted to approve the proposal.

#3 – Information School

The proposal is for a biomedical and health informatics option within the Bachelor of Science degree in Informatics. The department in partnership with the Department of Biomedical Informatics and Medical Education BIME is proposing the creation of a new option. BIME 435, and option requirement, is pending approval by the UW Curriculum Committee, which will review the course proposal at there October 15, 2019 meeting.

The proposal returned from tri-campus with no comments. The council voted to approve the proposal.

#4 – Physics

The proposal is for revised admission requirements for the Bachelor of Science degree in Physics. The department is proposing to change from a minimum requirements to a capacity constrained major.

The proposal returned from tri-campus with no comments. The council voted to approve the proposal.

4. Chairs' update

Huppert and Ratner, the co-chairs, shared with the council that they presented an overview/update of FCAS activities at the last Faculty Senate meeting, and they received no questions.

5. FCAS policy discussion:

a. Policy on graduate courses in undergraduate programs

The council reviewed draft Class B legislation that would amend Scholastic Regulations Chapter 115 (Exhibit 1). Council members offered edits and voted to approve the legislation and forward to the Senate Executive Committee.

b. Residency requirement for distance learning courses

Tom Halverson, chair of the Faculty Council on Teaching and Learning (FCTL), and Lynn Dietrich, FCTL member, attended the council and presented draft Class B legislation regarding updates to Distance Learning policies described in Scholastic Regulations (Exhibit 2). The council members discussed the legislation and agreed that Distance Learning policies should be updated. FCTL will continue to work with the University Registrar's office on the Class B legislation.

6. Good of the order

Emily Leggio shared an issue/concern pertaining to transfer students who apply to capacity constrained majors, and particularly those majors with specific application deadlines after a quarter has begun. These students are asked to accept their admission to the University without knowing if they will be accepted into their desired major. Leggio prepared a written summary that she will share with the council. She requested that the council discuss this issue at a future meeting. A member recommended consulting with the College of Arts & Sciences as they have already made changes in their admissions cycle.

7. Adjourn

The meeting was adjourned at 3:00 p.m.

Minutes by Lauren Hatchett, lehatch@uw.edu, council analyst

Present: **Faculty Code Section 21-61 A:** Ann Huppert (Built Environments) (chair), Mike Lockwood (ROTC), Dan Ratner (Engineering), Joel Ross (Information School), Marjorie Olmstead (Arts & Sciences) Tom Lee (Business), Scott Spaulding (Education), Radhika Govindrajan (Arts & Sciences)

Faculty Code Section 21-61 B: Jennifer Payne, Sam Akeyo, Joe Wilson

President's designee: Phil Reid

Guests: Michaelann Jundt, Luz Iniguez, Emily Leggio, Tina Miller, Helen Garrett

Absent: **Faculty Code Section 21-61 A:** Jennifer Turns (Engineering)

Faculty Code Section 21-61 B: Conor Casey, Dan Feetham, Meera Roy

Exhibits

Exhibit 1 – Class B Graduate Courses in Undergraduate Programs FINAL.docx

Exhibit 2 – OUR recommended Class B Distance Learning v.2.docx

**Class B Legislation
 Student Governance and Policies
 Scholastic Regulations
 Chapter 115; Section 1 (Course-Numbering System)**

Background and Rationale

The Faculty Council on Academic Standards recommends amending Scholastic Regulations Chapter 115 (Course-Numbering System) based on the following findings:

- Scholastic Regulations differentiate undergraduate and graduate level courses, and broadly define 100-400 courses with regards to the undergraduate target audience and level of experience. Graduate courses are explicitly designated for graduate students and should be presented at a level that assumes enrolled students bring to the class a background at least equivalent to a bachelor's degree in the field or a related interdisciplinary field. Graduate courses therefore should not be employed as the basis for an undergraduate program.

1. Course-Numbering System

C. Graduate Courses

500 and above, for courses designated for graduate students. Academic programs cannot require graduate courses in undergraduate programs. Departments may allow undergraduate students to substitute graduate courses for required undergraduate courses, but Departments cannot list graduate courses within the undergraduate program in the General Catalog.

S-B 43, October 1949 with Presidential approval; HB, 1950; S-B 92, May 1964 with Presidential approval; S-C 180, October 1968; AI, November 1968; S-B 167, November 26, 2001 with Presidential approval; AI, February 9, 2006; S-B 173, April 6, 2007 with Presidential approval; AI, February 9, 2015; RC, October 27, 2017.

Submitted by:
 Faculty Council on Academic Standards

Class B Legislation
Student Governance and Policies
Scholastic Regulations
Chapter 107; Section 1 (Cumulative Grade-Point Average), Chapter 114; Section 1 (Depth Requirements) and Section 2 (Requirements for the Bachelor's Degree), and Chapter 115; Section 1 (Course-Numbering System)

Background and Rationale

The Faculty Councils on Teaching and Learning and Academic Standards recommend amending Scholastic Regulations Chapters 107, 114, and 115 in regards to the requirements described under Distance Learning (DL) based on the following findings:

- **Residence requirement language**
- The original statute was written in 2001, when the University offered 92 distance learning courses. There were concerns about the efficacy and rigor of online learning and additional course review was established to maintain teaching and learning standards. Since that time, the University has developed a number of robust online courses at the graduate and undergraduate level, offering 919 distance learning courses in AY 2018-19. The success of these courses and the continued growth of distance learning makes the additional scrutiny unnecessarily burdensome at the University level. Rather, individual schools and colleges should make their own determination about whether or not the renewal process is necessary for the distance learning courses they offer.

Chapter 107
Academic Probation and Dismissal for Low Scholarship

1. Cumulative Grade-Point Average

Cumulative grade-point average includes only credits granted for courses ~~taken in residence~~ at the University of Washington ~~and DL courses~~. This specifically excludes transfer and extension credits, and credits earned by examination.

S-B 95, December 10, 1964; S-B 173, April 6, 2007: both with Presidential approval.

Chapter 114
Degrees, Graduation, and Commencement

1. Depth Requirements

B. Residence Requirement

To be recommended for a first or subsequent Bachelor's degree, a student must complete 45 of his or her final 60 credits as a matriculated student in residence at the University of

Commented [TM1]: Cumulative GPA is calculated based on courses taken at UW on any campus. Removing "in residence" because it is not accurate, and removing "and DL courses" because if DL courses no longer need to be called out specifically.

Washington campus where the degree is to be earned. Exceptions to this rule are as follows:

- 1) Of the 45 resident credits required for a UW undergraduate degree, no more than 10 credits may be waived by the dean of the college or school awarding the degree and only on a case-by-case basis.
- 2) A unit desiring to develop a provisional undergraduate distance-learning degree may petition the college or school and the Faculty Council on Academic Standards for a waiver of the 45-credit resident requirement and/or the 90-credit course limit. Such petitions should identify the reasons why the offering needs to waive the requirement, based on audience, access, or unit academic mission, describe the relationship of the new program to existing degrees, justify the methods of content delivery, and describe the goals and oversight needed to meet institutional standards. If the petition is approved, the degree may be implemented with a repetition of the above mentioned review required in the sixth year for continuance.

S-B 92, May 1964; S-B 105, March 1969; S-B 151, January 21, 1991; S-B 167, November 26, 2001; S-B 173, April 6, 2007: all with Presidential approval.

2. Requirements for the Bachelor's Degree

A. Required Grade Point

To be eligible for the bachelor's degree, an undergraduate student must achieve a minimum cumulative grade-point average of 2.00. Only resident credits and credits from DL courses completed at the University of Washington will be used to compute the graduation grade-point average.

S-B 15, January 1944; S-B 41, June 1949; S-B 60, March 1953; S-B 74, April 1957; S-B 79, May 1958: all with Presidential approval; HB, 1958; HB, 1966; S-B 105, March 1969; S-B 111, June 1970; S-B 113, April 1971; S-B 142, December 1983; S-B 156, November 1993; S-B 157, April 1994; S-B 167, November 26, 2001; S-B 173, April 6, 2007; S-B 177, April 14, 2010; S-B 178 and S-B 179, May 24, 2013; S-B 180, February 27, 2014: all with Presidential approval.

Chapter 115 Courses

1. Course-Numbering System

I. DL Courses

- 8) In addition to the initial review, DL courses must be reviewed in the third year by the appropriate curriculum review committees of the school or college. It is the responsibility of the home school or college to determine the necessity of and procedure for additional review of DL courses after the courses have been approved.

Commented [TM2]: Recommend leaving this section as is except for removing the reference to the 45-credit resident requirement. There is another requirement that limits DL credits used toward a degree to 90 elsewhere in the Scholastic Regulations, and if this entire portion is removed, it opens the door to all-online programs being created without any restrictions (which I believe would be difficult to pass). The specific declaration that DL courses are considered residence credit is inserted into 115.1 below.

Commented [TM3]: Cumulative GPA is calculated based on courses taken at UW on any campus. Removing "in residence" because it is not accurate, and removing "and DL courses" because if DL courses no longer need to be called out specifically.

10) DL courses offered from the student's home campus are considered residence credits at that campus.

S-B 43, October 1949 with Presidential approval; HB, 1950; S-B 92, May 1964 with Presidential approval; S-C 180, October 1968; AI, November 1968; S-B 167, November 26, 2001 with Presidential approval; AI, February 9, 2006; S-B 173, April 6, 2007 with Presidential approval; AI, February 9, 2015; RC, October 27, 2017.

Commented [TM4]: Specifying that DL courses are residence credit, but clarifying that they must be from the student's home campus (as courses taken at other UW campuses are not considered residence credit).

Subcommittee on Admissions and Programs (SCAP) Report

December 6, 2019

Non-routine Business:

Astronomy ([ASTR-20190128](#)) Revised admission requirements for the Bachelor of Science degree in Astronomy.

Background: The department is proposing to change from a minimum requirements major to a capacity constrained major.

Action taken 04/05/2019: SCAP requested stronger evidence of this major being capacity constrained, more detailed information about the holistic review process, and the web-based materials for the proposed admission requirements.

Update 04/11/2019: The department has responded (p.5).

Action taken 05/03/2019: In the department's response to SCAP's request for stronger evidence of the major being capacity constrained, the committee had a number of questions for the department (graduation rates for last 5 years, explanation of certain data points, for courses at capacity, why not offer more sections). Based on the department's response to questions about the proposed holistic review process, the committee did not feel the review process was holistic.

Update 05/23/2019: The department has responded (p.5).

Action taken 05/31/2019: Some discussion ensued, no official comments at this time.

Action taken 10/04/2019: Some discussion ensued, no official comments at this time. SCAP chair to contact unit.

Update 10/14/2019: The department updated the proposed catalog copy (p.5) to align with the proposed [Physics](#) admission changes (#1), revised admission quarters and application deadlines (#2), and updated the holistic review (#3). In addition, updates have been made to the addendum (p.8, transfer students, impact to existing majors, continuation policy), the proposed application form (p.8-9), and inclusion of guidelines for the personal statement (p.9).

Action taken 10/18/2019: Forwarded to FCAS.

Action taken 10/25/2019: Approved by FCAS.

Update 11/22/2019: Posted to Tri-Campus, 0 comments received (p.24).

The Information School ([INFO-20190110](#)) Revised admission requirements for the Bachelor of Science degree in Informatics.

Background: The department is proposing to change to a twice-a-year admission cycle.

Action taken 01/18/2019: Forwarded to FCAS.

Action taken 01/25/2019: Returned to SCAP by FCAS.

Action taken 02/01/2019: SCAP requested the school immediately revise their website to remove unapproved admission requirements. The committee also requested the school included a day or date for the application deadlines in their proposed catalog copy as well as consult with Dan Feethm about choosing these dates. SCAP also requested the school revise admission requirement #5 to clarify the language used for transfer students.

Update 02/21/2019: The department has responded (p.4).

Action taken 03/01/2019: SCAP recommended the school work with the UW Curriculum Office to rewrite their proposed catalog copy.

Update 03/20/2019: The department has responded (p.6).

Action taken 04/05/2019: SCAP learned the school is planning a different admissions cycle than the one proposed in the 1503. The committee would like a revised 1503, which includes this new information and a supporting rationale.

Update 04/11/2019: The department has responded (p.6-8).

Action taken 05/03/2019: SCAP requested revisions to the flowcharts to correct language about transferring students. The department stated in the previous response memo that the iSchool admits between 5-10 transfer students annually. SCAP would like to understand why so few of these students are admitted and for the department to provide admission data from the past 5-years.

Update 05/09/2019: The department has responded (p.6) and updated the flowcharts (p.7-8).

Action taken 05/17/2019: Forwarded to FCAS.

Action taken 05/24/2019: Approved by FCAS.

Update 06/17/2019: Posted to Tri-Campus, 0 comments received (p.14).

Action taken 10/04/2019: Forwarded to FCAS with no recommendation.

Action taken 10/11/2019: Returned to SCAP by FCAS for further discussion.

Update 10/17/2019: The department has updated the proposed application deadlines and revised the proposed catalog copy (p.4-9) after consulting with SCAP chair.

Action taken 10/18/2019: Forwarded to FCAS with no recommendation.

Action taken 10/25/2019: Approved by FCAS, second Tri-Campus review required.

Update 11/22/2019: Posted to Tri-Campus, 0 comments received (p.20).

Information School ([INFO-20190905](#)): Biomedical and Health Informatics Option within the Bachelor of Science degree in Informatics.

Background: The department in partnership with the Department of Biomedical Informatics and Medical Education (BIME) is proposing the creation of a new option. BIME 435, an option requirement, is pending approval by the UW Curriculum Committee, which will review the course proposal at their October 15, 2019 meeting.

Update: 10/15/2019: BIME 435 approved by UW Curriculum Committee.

Action taken 10/18/2019: Forwarded to FCAS.

Action taken 10/25/2019: Approved by FCAS.

Update 11/22/2019: Posted to Tri-Campus, 0 comments received (p.9).

Physics ([PHYS-20190125](#)) Revised admission requirements for the Bachelor of Science degree in Physics.

Background: The department is proposing to change from a minimum requirements to a capacity constrained major.

Action taken 04/05/2019: SCAP requested easier to read evidence of this major being capacity constrained, more detailed information about the holistic review process, and the web-based materials for the proposed admission requirements. The committee also requested the department include a day or date for the application deadlines in their proposed catalog copy, advise regarding PHYS 220 (not an existing course), and provide the full catalog copy (including major requirements and continuation policy).

Update 04/10/2019: The department has responded (p.10) and update their proposed catalog copy (p.7).

Action taken 05/03/2019: SCAP requested clarification from the department about their response to questions the committee had about data and major trends. Based on the department's response to questions about the proposed holistic review process, the committee did not feel the review process was holistic.

Update 05/07/2019: The department has responded (p.10) and updated their proposed catalog copy (p.7).

Action taken 05/17/2019: SCAP requested information about how the department plans to handle transfer students, including if there will be a pathway for transfer students to apply directly to the program.

Update 05/23/2019: The department has responded (p.10).

Action taken 05/31/2019: Some discussion ensued, no official comments at this time.

Action taken 10/04/2019: Some discussion ensued, no official comments at this time.

Update: 10/15/2019: The department has updated their proposed catalog copy (p.7) after consulting with SCAP chair.

Action taken 10/18/2019: Forwarded to FCAS.

Action taken 10/25/2019: Approved by FCAS.

Update 11/22/2019: Posted to Tri-Campus, 0 comments received (p.28).
