Meeting Synopsis:

1. Call to order
2. Review minutes from December 6, 2019
3. SCAP
4. FCAS policy discussion:
   a. Policy Relative to Program-Based Grade Requirements
   b. Discussion of future policy groupings
5. Discussion on Transfer admissions
6. Good of the order
7. Adjourn

1. Call to order

The meeting was called to order at 1:31 p.m.

2. Review minutes from December 6, 2019

The minutes from December 6th, 2019 were approved as written.

3. SCAP

Non-routine business:

#1 – Applied Mathematics

The proposal is for a Bachelor of Science degree in Applied Mathematics.

The proposal returned from tri-campus with two comments. The council voted to approve the proposal.

#2 – Applied Mathematics

The proposal is for a Bachelor of Science degree in Computational Finance and Risk Management.

The proposal returned from tri-campus without comments. The council voted to approve the proposal.

#3 – Geography

The proposal is for a Data Science Option within the Bachelor of Arts degree in Geography.
The proposal returned from tri-campus without comments. The council voted to approve the proposal.

#4 – Drama

The proposal is for revised admission and program requirements for the Bachelor of Arts degree in Drama.

The council voted to approve the proposal.

#5 – Slavic Languages & Literatures

The proposal is for revised program requirements for the Bachelor of Arts degree in Russian Language, Literature, and Culture.

The proposal returned from tri-campus without comments. The council voted to approve the proposal.

#6 – Slavic Languages & Literatures

The proposal is for revised requirements for the Minor in Russian Language.

The proposal returned from tri-campus without comments. The council voted to approve the proposal.

#7 – Slavic Languages & Literatures

The proposal is for revised requirements for the Minor in Slavic Languages.

The proposal returned from tri-campus without comments. The council voted to approve the proposal.

Routine business:

#8 – Drama

The proposal is for revised requirements for the Performance Option within the Bachelor of Arts degree in Drama.

The council voted to approve the proposal.

#9 – Drama

The proposal is for revised requirements for the Design Option within the Bachelor of Arts Degree in Drama.

The council voted to approve the proposal.
#10 – Earth and Space Sciences

The proposal is for revised program requirements for the Bachelor of Arts degree in Earth and Space Sciences.

The proposal was approved.

#11 – Gender, Women, and Sexuality Studies

The proposal is for revised program requirements for the Bachelor of Arts degree in Gender, Women, and Sexuality Studies.

The proposal was approved.

#12 – Real Estate

The proposal is for revised requirements for the Minor in Real Estate.

The proposal was approved.

4. FCAS policy discussion:

   Policy Relative to Program-Based Grade Requirements

The “FCAS Policy Relative to Program-Based Grade Requirements” was reviewed (Exhibit 1). Ratner framed the issues relating to the need for this policy to be codified into UW Scholastic Regulations.

After a question, it was clarified “substantive changes” are defined as anything that would substantially increase or decrease the program requirements, or a change to the program name. It was noted existing program graduation requirements are grandfathered in due to Point C. (in the FCAS Policy) and would not be reviewed unless those requirements are changed.

A member brought up the concern that sometimes departments would like to make a program change wholly unrelated to the course grade requirements, however under this policy, those grade requirements will arise when the change comes to FCAS. Alternatively, it was noted one argument in favor of this policy is that it causes departments to review their course grade requirements periodically.

After a question, it was clarified that prerequisite requirements above 2.0 are flagged by the UW Curriculum Committee and inquired over before being approved.

Scholastic Regulations Chapter 114.2.A. (Required Grade Point) was reviewed. Members were asked to consider whether this section is the most appropriate place to translate the existing FCAS Policy, or if another section may be better-suited.
Huppert noted members would be sent a draft translation of the existing FCAS Policy into Chapter 114.2.A. of Scholastic Regulations before the time of the council’s next meeting. It was clarified the change would need to be forwarded as Class B legislation to the Faculty Senate, President, and full voting faculty to be ratified.

**Discussion of future policy groupings**

A member requested that the coming changes to Scholastic Regulations be “mapped” in order for the council to better understand which chapters will be altered in the future. Members were receptive to the idea.

5. **Discussion on Transfer admissions**

A member shared a document framing the issue (Exhibit 2). The document states the main issue is “Departmental deadlines and decision timelines for students seeking entry into capacity-constrained majors and the specific concerns related to students who are seeking transfer to UW from the state’s community colleges” (Exhibit 2). Additional details were noted to be within the exhibit.

After some discussion, a member noted one possible solution would be a change in policy requiring that transfer students may apply to majors only after matriculation into the university. A student member noted a requirement of this type would have consequences for international students, as they would be required to be enrolled at the university for a quarter before knowing if they were admitted into their first-choice program. One response to this point was that the majority of transfer students are not international students, but come from Washington community colleges. Another member questioned why international and transfer students would be required to demonstrate their proficiency in courses at UW before applying to programs, while other applicants are considered only on the merits of their past record.

It was noted many advisors consider this a huge problem, though no data on it is tracked/available.

A member noted the hard question to be considered is how does FCAS address the problem. He noted one way to do this would be to set admission deadlines university-wide.

Huppert explained the item would be further addressed in future meetings.

6. **Good of the order**

Nothing was stated.

7. **Adjourn**

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

*Minutes by Joey Burgess, jmbg@uw.edu, assistant to the secretary of the faculty*
Present:  
Faculty Code Section 21-61 A: Ann Huppert (Built Environments) (chair), Mike Lockwood (ROTC), Dan Ratner (Engineering), Joel Ross (Information School), Jennifer Turns (Engineering), Marjorie Olmstead (Arts & Sciences), Scott Spaulding (Education)  
Faculty Code Section 21-61 B: Jennifer Payne, Dan Feetham, Meera Roy, Sam Akeyo, Meeru Roy, Joe Wilson, Conor Casey  
President’s designee: Phil Reid  
Guests: Michaelann Jundt, Luz Iniguez, Emily Leggio, Tina Miller, Helen Garrett

Absent:  
Faculty Code Section 21-61 A: Tom Lee (Business), Radhika Govindrajan (Arts & Sciences)  
Faculty Code Section 21-61 B:

Exhibits
Exhibit 1 – Faculty Council on Academic Standards Policy Relative to Program-Based Grade Requirements  
Exhibit 2 – TR Adm to Cap-Con Majors_11-8-19
Faculty Council on Academic Standards Policy Relative to Program-Based Grade Requirements

A. Cumulative Grade Graduation Requirement: (UW requires 2.0 for all courses)

1. Programs are permitted to have 2.0 cumulative GPA requirement for courses within the major.

2. Programs may request cumulative GPA in the range of 2.0 to 2.5 for courses in the major and/or all UW courses. The programs must document and provide justification for the request. Provided adequate academic justification is provided, FCAS will approve such requests.

3. Programs requesting cumulative GPA requirements greater than 2.5 for courses in the major and/or all UW courses must provide strong justification for the request. In general, except in exceptional cases and with very strong academic justification, FCAS will not approve these requests.

B. Minimum Grade Graduation Requirement in Individual Courses: (UW requires 0.7 in each course)

1. Programs may request that students achieve a minimum grade in each course of a subset of the courses required for a major, every course for a major, and/or all UW courses in the range of 0.8 to 2.0. The programs must document and provide justification for the request. Provided adequate academic justification is provided, FCAS will approve such requests.

2. Programs requesting a minimum grade in each course of a subset of the courses required for a major, every course for the major, and/or all UW courses exceeding 2.0 must provide strong documented justification for the request. In general, FCAS will not approve these requests.

C. Existing Program Graduation Requirements

All existing program graduation requirements are grandfathered in. Should a program with graduation grade requirements exceeding these policies wish to change its requirements, the new proposal will be considered under these guidelines.

Adopted by the Faculty Council on Academic Standards on June 5, 2009.
Difficulties Associated With Capacity Constrained Majors With Deadlines That Are Not Friendly For Transfer Applicants

Issue:
Departmental deadlines and decision timelines for students seeking entry into capacity-constrained majors and the specific concerns related to students who are seeking transfer to UW from the state’s community colleges.

Recommendation:
The University should consider a review of this issue and develop policies and/or guidelines regarding timelines that better meet the needs of all applicants to majors, including the needs of transfer applicants.

Description and Background:
Many of the recently approved “capacity constrained” majors have identified a timeframe such as the “2nd Friday of a month or quarter” as the application deadline for admission to the major. In the past, this model was often used for “minimum requirement” majors, and seemed to work okay for students who would be admitted to a major simply by meeting their minimum requirements. However, this timeframe does not work so well for students applying to capacity constrained majors with a competitive admission process. The most compelling issue is in relation to the larger context of transfer student admissions and, in particular, admission of transfer students to majors, especially capacity constrained majors.

UW students should be able to have a departmental admission decision before the quarter they intend to enter the major. New transfer students applying directly to a capacity constrained major at the same time they are applying for admission to the university should also be able to have departmental admission decisions before they enroll at the university.

In the past, the departmental deadline had been a significant problem for Computer Science and Engineering applicants and was the reason that these programs changed their autumn quarter transfer admission deadlines from July 1 to April. Having done so, those applicants now know the department’s decision before they accept an offer of admission from the UW. The earlier deadline and review process also allows the UW Undergraduate Admissions Office to know the C SCI or ENGR decisions before making the UW admission decision. The students who were considered but not admitted to these programs are also denied admission to the UW unless they indicated a second major as an option for them in the future.

Currently, transfer students applying for autumn quarter admission to the UW who are intending a capacity constrained major that uses model #1 (see table below) deadlines are in a predicament. This model doesn’t allow them to apply to the major until autumn quarter begins. This forces them to apply for UW autumn admission in February and, when admitted, to commit and enroll at the UW before they know if they will be admitted to the major. If they aren’t admitted to the major, they may find another UW alternative or they may leave the UW in order to pursue the major they want elsewhere. By that time, they will have spent at least one quarter at the UW and lost precious time to apply and be admitted elsewhere. It also means that the UW Undergraduate Admissions Office is making the UW admission decision without knowing if these students will be admitted to the intended capacity constrained major.
Example 1: This is an example of information received at the proposal stage. The table here shows the application deadlines (1<sup>st</sup> column) proposed by the Applied Math Dept. along with questions raised about their intended timeline for notifications and effective date of entry into major (2<sup>nd</sup> column) and some additional related questions/comments (3<sup>rd</sup> column) as follows.

<table>
<thead>
<tr>
<th>Application to Major Deadline</th>
<th>Intended quarter the major will be effective and changed in SDB?</th>
<th>Other Questions/Comments if model #1 is intended</th>
</tr>
</thead>
<tbody>
<tr>
<td>2&lt;sup&gt;nd&lt;/sup&gt; Friday of Autumn Quarter</td>
<td>Model #1: Changed during Autumn Qtr to be effective Autumn Qtr? Model #2: Effective for the following Winter Quarter?</td>
<td>• When are decisions released? • Dept needs to clearly indicate actual dates on website for transfer students</td>
</tr>
<tr>
<td>2&lt;sup&gt;nd&lt;/sup&gt; Friday of Spring Quarter</td>
<td>Model #1: Changed during Spring Qtr to be effective Spring Qtr? Model #2: Effective for the following Autumn Quarter?</td>
<td>• When are decisions released? • Dept needs to clearly indicate actual dates on website for transfer students</td>
</tr>
</tbody>
</table>

Example 2: This is an example of how final deadline information is published for a program after it was approved. Below is what the Mathematics Department currently states for the MATH major in the UW general catalog and on their website:

Catalog:

Admission to all programs is capacity constrained. Completion of minimum requirements described below does not guarantee admission. All applicants have the right to petition and appeal the department’s admission decision. The application and additional information are available online at www.math.washington.edu/Undergrad.

When to Apply: Applications are accepted via catalyst twice each year. Deadline is the end of the day on January 15 and September 15.

Mathematics Website:

Applications are accepted twice each year. To complete the application you will need to select a degree option and write a brief personal statement.

<table>
<thead>
<tr>
<th>Quarter of Enrollment</th>
<th>Application Opens</th>
<th>Application Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>WINTER</td>
<td>SEPT 1</td>
<td>SEPT 15, 5pm PST</td>
</tr>
<tr>
<td>SPRING</td>
<td>JAN 1</td>
<td>JAN 15, 5pm PST</td>
</tr>
</tbody>
</table>

Note:

Until this issue can be considered further through the appropriate UW channels, perhaps SCAP could include some questions or a template to ensure that the departmental admissions timetable proposals clearly outline the application deadline, the decision timeline, and the effective quarter of entry to the major that will be clear to transfer applicants as well as enrolled UW students. This could be a good step forward, and, at the very least, increase transparency for students.
UW General Catalog Excerpts (11-8-19)

Majors that are Capacity Constrained with “In Quarter” Deadlines

Biology
Application to the BA and BS degree programs is capacity constrained. Applications, accepted quarterly, are due the second Friday of autumn, winter, spring, and summer quarters, by 11:59 p.m. Applications received after the quarterly deadline are considered for the subsequent quarter.

Biochemistry
Application to BA and BS degree programs in biochemistry is capacity constrained. Applicants are considered in the following groups: Direct Freshman Admission, Research/Honors Admission, Early Admission, and Regular Admission. Completion of minimum requirements described below does not guarantee admission. All applicants have the right to petition and appeal the department’s admission decision. Applications are considered twice each academic year and are due on the second Friday of October and the second Friday of April, with the exception of Direct Freshman Admission. The application and additional information is available at depts.washington.edu/chem/undergrad/.

Chemistry
Application to BA and BS degree programs in chemistry is competitive. Applicants are considered in the following groups: Direct Freshman Admission, Research/Honors, Early Admission, and Regular Admission. Completion of minimum requirements described below does not guarantee admission. All applicants have the right to petition and appeal the department’s admission decision. Applications are considered twice each academic year and are due on the second Friday of October and the second Friday of April, with the exception of Direct Freshman Admission. The application and additional information is available at depts.washington.edu/chem/undergrad/.

Mathematics
Admission to all programs is capacity constrained. Completion of minimum requirements described below does not guarantee admission. All applicants have the right to petition and appeal the department’s admission decision. The application and additional information are available online at www.math.washington.edu/Undergrad.

When to Apply: Applications are accepted via catalyst twice each year. Deadline is the end of the day on January 15 and September 15.

Statistics
Admission is competitive. Completion of minimum requirements described below does not guarantee admission. All applicants have the right to petition and appeal the department’s admission decision. Applications are considered once each academic year and are due on the first Friday of September.

Astronomy (change in progress)

Physics (change in progress)
Non-routine Business:

Applied Mathematics (AMATH-20181224) Bachelor of Science degree in Applied Mathematics.

Background: The department is proposing a new degree.

Action taken 04/05/2019: SCAP wanted to make sure the department understood proposing a new degree type requires the review of the Board of Regents. The committee also wanted to know if the department sees an issue with overlap between the proposed degree and the BS degree in ACMS. SCAP also requested clarification regarding admission requirements #3 (applicants who do not meet minimum requirements may be considered on an individual basis) and #5 (see department website for more information). In addition, the committee requested more information about the proposed continuation policy, and the potential impact of the proposed major to the existing Minor in Applied Mathematics.

Update 05/07/2019: The department has responded (p.5).

Action taken 05/17/2019: SCAP requested a stronger rationale for the proposed named degree. The committee would also like the department to add a stipulation to the proposed degree requirements that a student cannot earn both the proposed named degree and an option within the BS degree in ACMS (unless it is an ACMS option that does not correspond to the significant overlap). SCAP recommended proposed admission requirement #3 be revised or removed if the department wishes to propose a holistic review process, and the department may choose to revise or remove proposed admission requirement #5.

Update 05/23/2019: The department has responded (p.5) and updated the proposed catalog copy (p.4).

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 withdrew their request for a named degree and made a number of updates to their program proposal relating to competitive major, double major policy, the admission GPA requirement, continuation policy, holistic application review, transfer student policy, demand, and admissions deadlines (p.4-9).

Action taken 10/18/2019: Some discussion ensued, no official comments at this time.

Update 10/28/2019: The department has updated the proposed application deadlines (p.4-9).
Applied Mathematics (AMATH-20190120) Bachelor of Science degree in Computational Finance and Risk Management.

Background: The department is proposing a new degree.

Action taken 04/05/2019: SCAP wanted to make sure the department understood proposing a new degree type requires the review of the Board of Regents. SCAP also requested clarification regarding admission requirements #3 (applicants who do not meet minimum requirements may be considered on an individual basis) and #5 (see department website for more information). In addition, the committee requested more information about the proposed continuation policy, and the potential impact of the proposed major to the existing Minor in Computational Finance and Risk Management.

Update 05/07/2019: The department has responded (p.13).

Action taken 05/17/2019: SCAP requested a stronger rationale for the proposed named degree. The committee recommended proposed admission requirement #3 be revised or removed if the department wishes to propose a holistic review process, and the department may choose to revise or remove proposed admission requirement #5.

Update 05/23/2019: The department has responded (p.5) and updated the proposed catalog copy (p.4).

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 withdrew their request for a named degree and made a number of updates to their program proposal relating to competitive major, double major policy, the admission GPA requirement, continuation policy, holistic application review, transfer student policy, demand, and admissions deadlines (p.4-9).

Action taken 10/18/2019: Some discussion ensued, no official comments at this time.

Update 10/28/2019: The department has updated the proposed application deadlines (p.4-9).

Action taken 11/01/2019: Forwarded to FCAS.
Geography (GEOG-20190107) Data Science Option within the Bachelor of Arts degree in Geography.

Background: The department is proposing a new option.

Action taken 04/05/2019: SCAP requested the department provide the total number of overall credits required for the option, including prerequisite credits. The committee also requested justification for the proposed program based grade requirements, and they asked for clarification regarding option requirement #4.

Update 05/20/2019: The department has responded (p.8).

Action taken 05/31/2019: SCAP requested the department provide a stronger justification for the proposed minimum grade requirement, and update their proposed catalog copy to clarify requirement #4.

Update 10/07/2019: The department has responded (p.9), updated their proposed catalog copy (p.7-8), and provided an elective list (p.10).

Update 10/15/2019: The department has updated their proposed catalog copy (p.6) after consulting with SCAP chair.

Action taken 10/18/2019: Forwarded to FCAS, contingent upon catalog updates to option requirement 2a and major requirement 4a, and approval of course usage (CSE 142, CSE 160, STAT 311, STAT 390) by offering units.

Update 10/29/2019: The department has updated their proposed catalog copy (p.5-7) and provided responses from CSE, STAT (p.8-15). SCAP must review this proposal again due to proposed catalog copy changes (removing CSE 446 from 2b, proposed elective credits did not add up/were not DARS encodable - see p.17).

Action taken 11/01/2019: Forwarded to FCAS, contingent upon clarification that proposed changes to program requirement 4a, and elimination of current major requirement 4b, apply to both the existing major, and the proposed option.

Update 11/04/2019: The department has responded (p. 5) and updated their proposed catalog copy (p.7-8).

Action taken 11/08/2019: Approved by FCAS.

Update 12/09/2019: Posted to Tri-Campus, 0 comments received (p. 29).
Drama (DRAMA-20190715) Revised admission and program requirements for the Bachelor of Arts degree in Drama.

Background: The department is proposing to revise admission and program requirements, reducing the number of credits required for each one.

Action taken 11/19/2019: SCAP requested the department submit two additional 1503s for the proposed changes to each option. In addition, due to the proposed elective requirement changes, the committee requested the addition of the requirement that a minimum of 50% of credits derive from upper-division courses. SCAP also requested the department provide an RCEP status update for the History, Theory, and Criticism Option.

Update 12/11/2019: The department has responded (p.7) and revised the proposed catalog copy (p.5).

Action taken 01/10/2020: Forwarded to FCAS, contingent upon update to proposed catalog copy to include the College of Arts and Sciences GPA requirement, “Minimum 2.00 cumulative GPA in courses applied to the major.”

Update 01/10/2019: The proposed catalog copy has been updated (p.6) and the unit has been notified (p.8).

Update 01/14/2019: The department has responded (p.7) and updated their proposed catalog copy (p.5).

Slavic Languages & Literatures (SLAVIC-20191014A) Revised program requirements for the Bachelor of Arts degree in Russian Language, Literature, and Culture.

Background: The department is proposing revise certain program requirements.

Action taken 11/15/2019: Forwarded to FCAS, contingent upon an explanation of, or update to, the existing minimum grade requirement #7.

Update 11/18/2019: The department has revised the proposed catalog copy (p.5).

Action taken 11/22/2019: Approved by FCAS. FCAS requested a Tri-Campus review be conducted because of the proposed minimum grade requirement change.

Update 12/18/2019: Posted to Tri-Campus, 0 comments received (p.7).

Action taken 01/10/2020: Forwarded to FCAS.
Slavic Languages & Literatures (SLAVIC-20191014B) Revised requirements for the Minor in Russian Language.

Background: The department is proposing to revise certain minor requirements.

Action taken 11/15/2019: Forwarded to FCAS, contingent upon an explanation of, or update to, the existing minimum grade requirement #3.

Update 11/18/2019: The department has revised the proposed catalog copy (p.4).

Action taken 11/22/2019: Approved by FCAS. FCAS requested a Tri-Campus review be conducted because of the proposed minimum grade requirement change.

Update 12/18/2019: Posted to Tri-Campus, 0 comments received (p.6).

Action taken 01/10/2020: Forwarded to FCAS.

Slavic Languages & Literatures (SLAVIC-20191014C) Revised requirements for the Minor in Slavic Languages.

Background: The department is proposing to revise certain minor requirements.

Action taken 11/15/2019: Forwarded to FCAS, contingent upon an explanation of, or update to, the existing minimum grade requirement #3, as well as a question of whether or not a placement test applies to requirement #1.

Update 11/18/2019: The department has revised the proposed catalog copy (p.4).

Action taken 11/22/2019: Approved by FCAS. FCAS requested a Tri-Campus review be conducted because of the proposed minimum grade requirement change.

Update 12/18/2019: Posted to Tri-Campus, 0 comments received (p.6).

Action taken 01/10/2020: Forwarded to FCAS.

Routine Business:

Drama (DRAMA-20191119A) Revised requirements for the Performance Option within the Bachelor of Arts degree in Drama.

Background: The department is proposing to revise the option requirements.

Action taken 01/10/2020: Forwarded to FCAS contingent upon proposed catalog copy updates for the Bachelor of Arts degree in Drama.

Update 01/14/2019: The department has responded to SCAP’s request, see: DRAMA-20190715.
Drama (DRAMA-20191119B) Revised requirements for the Design Option within the Bachelor of Arts degree in Drama.

Background: The department is proposing to revise the option requirements.

  Action taken 01/10/2020: Forwarded to FCAS contingent upon proposed catalog copy updates for the Bachelor of Arts degree in DRAMA.

  Update 01/14/2019: The department has responded to SCAP’s request, see: DRAMA-20190715.

Earth and Space Sciences (ESS-20190510E) Revised program requirements for the Bachelor of Arts degree in Earth and Space Sciences.

Background: The department is proposing to add ESS 316 as a course option for requirement 4a.

  Action taken 01/10/2020: Forwarded to FCAS.

Gender, Women, and Sexuality Studies (GWSS-20190627) Revised program requirements for the Bachelor of Arts degree in Gender, Women, and Sexuality Studies.

Background: The department is proposing to revise multiple program requirements without changing the number of required credits.

  Action taken 01/10/2020: Forwarded to FCAS, contingent upon update to proposed catalog copy to include the College of Arts and Sciences GPA requirement, “Minimum 2.00 cumulative GPA in courses applied to the major.”

  Update 01/10/2019: The proposed catalog copy has been updated (p.2) and the unit has been notified (p.4).

Real Estate (RE-20191122) Revised requirements for the Minor in Real Estate.

Background: The department is proposing to revise requirement #1 due to a recent course change approved by the UW Curriculum Committee.

  Action taken 01/10/2020: Forwarded to FCAS.