

University of Washington
Faculty Council on Academic Standards

May 10, 2019
1:30 p.m. – 3:00 p.m.
Gerberding 142

Meeting Synopsis

1. Call to order
 2. Review minutes from April 26, 2019
 3. Chair's report
 4. Pronoun project (Helen Garrett)
 5. Extra credit guidelines
 6. QSR definition
 7. SCAP report
 8. Good of the order
 9. Adjourn
-

1. Call to order

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

2. Review minutes from April 26, 2019

The minutes from April 26, 2019 were approved as written.

3. Chair's report

Stroup, the chair, notified the council that she met with Mike Townsend, Secretary of the Faculty. They discussed FCAS's Syllabus Guidelines and specifically focused on the use of medical excuse notes. The chair shared that Townsend was concerned that an FCAS guideline was being treated as a University Policy and asked that FCAS clarify that the medical excuse note language is a recommendation and not enforceable. Townsend further noted the Faculty Code language that describes the duties, responsibilities and powers of Faculty Councils ([Section 42-33](#)), including FCAS ([Section 42-34](#)). The Faculty Code states that, "Faculty councils serve as deliberative and advisory bodies for all matters of University policy, and are primary forums for faculty-administrative interaction in determining that policy." ([Section 42-33](#)).

The Council Analyst noted that the Faculty Council on Research has special authorities under [Executive Order 8](#) to approve restricted research grants and contracts. The Council Analyst further noted that to her knowledge it is not clear that there is such designated authority to FCAS, but there was a mention of the council's authority in FCAS minutes from [December 2002](#). In these minutes, the Vice Chair references [Section 23-48](#) and states, "...The Secretary of the Faculty consigns the decisive decision-making authority in the approval process to the 'appropriate committee,' and that committee, or council in this case, is FCAS."

In light of this information, the chair stated that she did not feel comfortable proceeding with the rest of the agenda, including the SCAP report. Members asked if the council could still review and approve programs in the SCAP report with a caveat that the council wanted additional clarification from Faculty Senate leadership. The chair did not feel she could sign approvals without written confirmation from Faculty Senate leadership. The chair will write to Townsend requesting further clarification.

4. Pronoun project (Helen Garrett)

Helen Garrett, University Registrar and Chief Officer of Enrollment Information Services, updated the council on the UW Pronoun Project. The project is an initiative designed to provide faculty and instructors with additional information related to student identity. Students will have the option to identify their pronouns which will be displayed on class rosters for faculty and instructors to use. The project team is currently planning the implementation phase and has drafted guidelines and frequently asked questions.

5. Extra credit guidelines

The council did not discuss this agenda item.

6. QSR definition

The council did not discuss this agenda item.

7. SCAP report

No action was taken by the council.

8. Good of the order

Nothing was stated.

9. Adjourn

The meeting was adjourned at 2:30 p.m.

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

Present: **Faculty:** Sarah Stroup (Arts & Sciences) (chair), D. Shores (Business), Phil Brock (Arts & Sciences), Dan Ratner (Engineering), Joel Thornton (Environment), Mike Lockwood (Naval ROTC), Lynn Dietrich (Education), Ann Huppert (Built Environments),

President's designee: Philip Ballinger

Ex-officio reps: Meera Roy, Dan Feetham, Angelia Miranda, Jennifer Payne

Guests: Robin Neal, Robert Corbett, Emily Leggio, Helen Garrett, Scott Fallgren

Absent: **Faculty:** Radhika Govindrajan (Arts & Sciences), Champak Chatterjee (Arts & Sciences), Zhi Lin (Arts & Sciences)

Ex-officio reps: Melissa Saiz-Matheny, Conor Casey