Meeting Synopsis:

1. Call to order
2. Review minutes from February 14, 2020
3. SCAP Report
4. FCAS policy discussion:
   a. Update: Graduate Courses in undergraduate programs / Program-based requirements
   b. Policy on Satisfactory progress / Scholastic Regulations Chapter 116
   c. Next policy review: Policy on majors / Policy on minors / Scholastic Regulations Chapter 114
5. Good of the order
6. Adjourn

1. Call to order

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

2. Review minutes from February 14, 2020

The minutes from February 14, 2020, were approved as written.

3. SCAP Report

Routine business:

#1 – Nutritional Sciences

The request is for revised requirements for the Minor in Nutrition.

The council voted to approve the proposal.

Non-routine business:

#2 – Drama

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

The proposal was sent to tri-campus and returned with no comments.
The council voted to approve the proposal.

#3 – Computer Science and Engineering

The proposal is for revised admission requirements for the Bachelor of Science in Computer Engineering degree.

The council voted to approve the proposal.

4. FCAS policy discussion:

   Update: Graduate Courses in undergraduate programs / Program-based requirements

   It was noted FCAS’ proposed Class B legislation on Graduate Courses received no objections from the faculty and became effective on February 18, 2020.

   The Class B Legislation on Grading (relating to program-based requirements) is currently awaiting presidential approval before being sent out to the full voting faculty for objections.

   Policy on Satisfactory progress / Scholastic Regulations Chapter 116

   The council discussed the potential translation of the existing “FCAS Policy on Satisfactory Progress” (or pieces thereof) into Scholastic Regulations Chapter 116 (Satisfactory Progress) via submission of Class B legislation. There was some initial discussion of the FCAS Policy and what currently exists in Chapter 116 (Exhibit 1) (Exhibit 2).

   It was clarified that Scholastic Regulations Chapter 116 makes no mention of certain elements of the FCAS Policy, and so a proposal must be made on what specific content will be inserted into Scholastic Regulations via the legislation. Huppert noted the council needs to identify the key points of the FCAS Policy and make additional considerations for language to be inserted into Chapter 116. March 18 is the next deadline to submit Class B legislation to the Senate Executive Committee deadline.

   Members read through Scholastic Regulations Chapter 116 referencing the related FCAS Policy and discussed potential changes for each point therein (Exhibit 2).

1. – It was noted the language “6 quarters after two or more years of college work” should be added to this paragraph.

2. – A reference to “quarters” needs to be made in this paragraph. It was noted “departmental advisors” should be substituted with “degree granting college.” It was noted this paragraph could be rewritten to improve clarity. Attention was drawn to the FCAS Guidelines Pertaining to Satisfactory Progress: Courses and Credits from Advanced Placement and International Baccalaureate (Exhibit 3). It was noted specifying types of credits within Scholastic Regulations does not seem necessary. The FCAS AP and IB Guideline will not be covered in this policy translation, but will be discussed when FCAS guidelines are deliberated in the future. It was pointed out that the FCAS Policy on Satisfactory Progress includes information on Running Start and Transfer students in its second paragraph. A member
encouraged using phrases of the first sentence of the second paragraph of the FCAS Policy (though not the entire sentence): “Students admitted as freshmen, including those who have earned credit as part of the Running Start Program, may accrue as many credits as they wish, as long as they graduate within 12 quarters of college work while registered at the University” (Exhibit 1).

3. – The paragraph is fine as it is.

4. – The phrase “...and completed six quarters” needs to be added to this section. The distinction between a “hold” and a “block” was explained. It was noted language on a “block” will be developed for addition to this legislation.

5. – The reference to the “Committee on Admissions and Academic Standards” should be removed. It was noted repeated courses or non-satisfactory withdrawals amounts to non-satisfactory progress, currently. It was noted using a passive voice in this section is preferred.

A member clarified that campus faculty oversight should be clarified throughout the entire Chapter (e.g. UW Bothell/Tacoma/Seattle).

It was noted the reference to “two or more years” within the FCAS Policy (second paragraph), if translated, should be made more precise. The system right now only counts credits, not years, thus referencing credits is more accurate and appropriate.

There was discussion of current University practices relating to Satisfactory Progress requirements and if any additional language or change is needed. Members did not feel any changes were necessary.

Members were thanked for their analysis. A draft translation will be started and brought to a future FCAS meeting.

Next policy review: Policy on majors / Policy on minors / Scholastic Regulations Chapter 114

Huppert explained she would like FCAS to begin discussing the next group of FCAS Policies for possible addition to Scholastic Regulations. They are the “FCAS Policy Pertaining to Majors” and “FCAS Policy Pertaining to Minors” (Exhibit 4) (Exhibit 5). She noted changes for Scholastic Regulations Chapter 114 as they relate to these two policies should be considered and compiled together as one piece of legislation (Exhibit 6).

It was noted the main issue with this Chapter is that it does not define majors, types of admission, nor competitive (“capacity-constrained”) admission. It was noted some thought must be given to how Scholastic Regulations should read and be organized, and perhaps it may be easier to start with a clean slate rather than amending the entire framework of the Chapter as it exists now.

Huppert asked members what would be the most useful starting point for this work. She suggested reading the FCAS Policy and deciding what needs to be codified and what does not, or looking at Chapter 114 and identifying what is missing and needs to be added. A member liked the idea of starting with analysis of the FCAS Policies while not getting bogged down in the organization of Chapter 114.
Members agreed this to be the best way forward. It was noted that this Policy does not actually require students to have a major, which should be addressed.

Members were asked to consider if any content of the policy is factually incorrect. The FCAS Policy on Majors was analyzed and some comments made:

1. 50 credits is the minimum, though 90 credits is not necessarily the maximum for a major. A member pointed out some related content is not fit for policy but might be included in an outside guideline. One member noted the council could start with defining minimum requirements comprising a major. It was noted adding a cap for the number of departmental required credits might be one way to add a maximum, as usually majors with above 90 credits have credit requirements outside of the department. A member recommended only setting a minimum credit requirement (50 credits), while potentially stating “anything in excess of 90 credits should be justified.” It was noted maximum credit limit needs to be further analyzed before being instantiated in policy.
2. It was noted in determining how large a major can be, the amount of prerequisite credits should also be taken into account.
3. It was noted defining admission to majors seems part of defining a major, and thus such language should be included in this Chapter. It was noted the UW’s nomenclature is now “capacity-constrained” and no longer “competitive” admissions. Similarly, the term “minimum requirements” has replaced “selective admission.”
4. This language is problematic, as not all majors include 20 credits of core courses or are designed to be so. Members were asked to consider if this what FCAS would like to codify as policy. It was noted FCAS did formerly hold departmental proposals to the 20-core credit standard.

It was noted this analysis is useful and will be continued. A member mentioned that this is a policy wherein “guidelines” will likely need to be built out after codification, or in tandem.

5. Good of the order

Huppert mentioned FCAS could use additional faculty members and encouraged outreach on the part of members.

Olmstead explained the Subcommittee on Admissions and Graduation (SCAG) is developing legislation on Standardized Tests and discussing the potential for removal of these tests from University admissions considerations in AY 2021-2022. SCAG is contacting UW Bothell and UW Tacoma as part of these deliberations. She noted she would bring more updates as the conversations evolve.

6. Adjourn

The meeting 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), Joel Ross (Information School), Jennifer Turns (Engineering), Marjorie Olmstead (Arts & Sciences), Scott Spaulding (Education), Radhika Govindrajan (Arts & Sciences)  
**Faculty Code Section 21-61 B**: Dan Feetham, Meera Roy, Joe Wilson, Sam Akeyo
President’s designee: Phil Reid
Guests: Michaelann Jundt, Emily Leggio, Tina Miller, Janice DeCosmo, Luz Iniguez

Absent: Faculty Code Section 21-61 A: Tom Lee (Business), Zhi Lin (Arts & Sciences)
Faculty Code Section 21-61 B: Jennifer Payne, Conor Casey

Exhibits
Exhibit 1 – fcas_satisfactoryprogress.pdf
Exhibit 2 – scholasticregulations_chapter116.pdf
Exhibit 3 – fcas_ap_ib_guideline.pdf
Exhibit 4 – fcas_policyonmajors.pdf
Exhibit 5 – fcas_policyonminors.pdf
Exhibit 6 – scholasticregulations_chapter114.pdf
Faculty Council on Academic Standards (FCAS)  
Policy on Satisfactory Progress

The University of Washington seeks to allow fair access to as many eligible applicants as possible each year while enabling students, who so choose, to have a four-year college experience beyond high school. Consequently, the University has set limits on the number of quarters and credits allocated for each student. A student may continue to enroll at the University of Washington until reaching both the quarter and credit limits.

Students admitted as freshmen, including those who have earned credit as part of the Running Start Program, may accrue as many credits as they wish, as long as they graduate within 12 quarters of college work while registered at the University. Transfer students are allowed 6 quarters of college work while registered at the University if they have completed two or more years of college work. Transfer students who enter the University after completing one year of college work will be allowed 9 quarters of college work while registered at the University of Washington. Summer quarters do not count in these limits.

Students who do not complete their degree requirements within the time frames specified above may continue to enroll through the quarter in which they reach 30 credits beyond the number of credits required for their degree. Students pursuing more than one degree may enroll through the quarter in which they reach 30 credits beyond the number of credits required for their concurrent degrees. After reaching these limits, students will no longer be permitted to register as continuing University of Washington students in the regular academic year (Autumn-Winter-Spring).

Administration and Logistics

- Exceptions to the satisfactory progress policy that allow students to continue to enroll at the University of Washington beyond the satisfactory progress limits are rarely granted. Completing a minor, completing requirements for graduate or professional programs, or enrolling in an additional major or degree program is not grounds for an exception. However, circumstances beyond a student's control will be considered in granting exceptions.

- The timing and process of holds, registration restrictions, current "exception" practices (such as hardship withdrawals) will be evaluated and adjusted as needed by the Registrar and advisors, including revision of the current hold/graduation plan at 180 credits.

- To ensure that students can complete requirements on time, administrative and academic units will adjust advising and policy as appropriate to ensure timely completion of requirements, including admission to majors.

- Students will be informed of these policies and implications at the beginning of their UW career so they can plan accordingly.

Revised by the Faculty Council on Academic Standards on May 25, 2012.
Students admitted to the University to pursue baccalaureate degrees are expected to make satisfactory progress toward the attainment of that degree, and are expected to enter a major and graduate after a reasonable number of credits.

1. By the time undergraduate students have completed 105 credits, they either must be accepted in their major or have their pre-major status extended temporarily by an adviser.

2. Students shall graduate with their first baccalaureate by the time they have completed 30 credits beyond the credits required for the first degree or concurrent degrees. Departmental advisers may grant extensions beyond the 30-credit limit.

3. Postbaccalaureate students are expected to be preparing for admission into a degree program, seeking an additional bachelor's degree, or working toward a certificate. Students admitted as "postbaccalaureate-undeclared" must declare a major by the time they have earned 30 credits beyond their last degree, and once a degree objective has been declared, must make progress toward that degree as evidenced by the courses they have completed satisfactorily. College advisers may grant extensions beyond the 30-credit limit.

4. Students who do not declare a major by the time they have earned 105 credits, or who have exceeded the graduation credit limits, or who have not been accepted in a major as fifth-year or postbaccalaureate students, will have a "hold" placed against registration, beginning the following quarter.
5. The Committee on Admissions and Academic Standards may terminate a student's enrollment if the student demonstrates lack of academic progress as evidenced by repeated course(s) or University withdrawals and cancellations. The student may be reinstated with the approval of the student's college and the committee. EOP students may be reinstated in consultation with the Office of Minority Affairs.

*S-B 147, January 20, 1987 with Presidential approval.*
Faculty Council on Academic Standards (FCAS) Guidelines Pertaining to Satisfactory Progress: Courses and Credits from Advanced Placement (AP) and International Baccalaureate (IB) Tests

UW-Seattle awards credit for Advanced Placement (AP) and International Baccalaureate (IB) courses based on test scores as outlined on http://admit.washington.edu/Requirements/Freshman/AP and http://admit.washington.edu/Requirements/Freshman/IB. The AP and IB credits are added to a student’s total number of credits.

In satisfactory progress decisions, including those related to pre-major extensions, admission to majors, and graduation plans, the courses from AP and IB may be used to meet pre-requisites and requirements. Based on the fact that AP and IB credits are not from college courses, consideration should be given to how these credits impact satisfactory progress decisions as outlined below.

- Granting pre-major extensions for students with significant AP/IB credits to ensure students have sufficient time for exploration and the decision-making process.

- Admitting to majors even though the credit total may be high as a result of significant AP/IB credits in that the time for the student with AP/IB credits to reach a decision about a major is comparable to students without AP/IB credits.

- Approving graduation plans that extend beyond the 210 credit limit if a significant number of the credits are from AP/IB test scores to ensure students have the opportunity to achieve well defined educational objectives.

Adopted by Faculty Council on Academic Standards on May 27, 2011.
Faculty Council on Academic Standards (FCAS) Policy Pertaining to Majors

1. A major should consist of between 50 and 90 credits.

2. The credits to complete a major, along with general education requirements and admission requirements, should not require students to complete more than 180 credits for their degree.

3. Majors may be proposed with three types of admission (cf. admission page for more on admission policies – will be hyperlink online):
   
   1. Open Admission: Matriculated students in good academic standing are admitted at any time.
   2. Selective/Minimum Requirements Admission: Requires students to complete satisfactorily a set of prerequisite courses with a minimum GPA. All students who meet the minimum requirements are admitted.
   3. Competitive Admission: Students must complete all minimum requirements to apply and must then compete with the entire applicant pool for a limited number of spaces.

4. Majors should include at least 20 credits of core courses, which all students must fulfill. These courses may come from thematic groupings (e.g. discipline-specific statistics, labs, approaches, theory, practices, etc.), and courses in any given grouping should be comparable in learning goals. The intention is to provide a substantive foundation that all students in a major share. This expectation may be met in two ways:

   A. This expectation may be met in departmentalized or programmatic majors by a set of courses within that offering unit.
   B. This expectation may be met in interdisciplinary majors by a set of courses that serve to integrate the participating disciplines.

5. Majors should require a substantial number of credits in each area reflected in the title of the major.

6. Majors should require that at least 50% of the credits for that major derive from upper-division (300- and 400-level) courses.

7. Proposed catalog copy for a major may explicitly list electives for inclusion in the catalog. Alternatively, proposed catalog copy may indicate that electives may be taken from a list that is managed by the department. Such lists should be included with the initial proposal documentation, with an indication that they will be departmentally managed. This expectation may be met in interdisciplinary majors by a set of courses that serve to integrate the participating disciplines.
8. Majors and degrees that are competitive must include a continuation policy that is no more restrictive than the requirements to graduate from the major. All students are to be held to the same continuation policy regardless of when they were admitted.

9. Programs requesting that greater than 50% of the credits for that major must be taken through the University of Washington must provide justification for that request. On the condition that adequate academic justification is provided, FCAS will approve such requests.

10. Programs shall not present barriers to admission or graduation to students with disabilities.

11. Programs shall not present barriers to admission or graduation in view of student visa status requirements.

**FCAS Policies On Program Based Requirements** *(new majors should conform to these, unless a substantial justification can be made).*

**Program-Based Grade Requirements**

**A. Cumulative Grade Graduation Requirement:** (UW requires 2.0 cumulative gpa for graduation)

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.
FCAS Best Practices for Proposed New Majors

- All majors should have a “home” department where students have access to a program advisor. This applies to interdepartmental and intercollege majors as well as majors offered by one department or program.

- All majors should have a lead faculty coordinator, who is responsible for convening faculty to discuss all aspects of the major from the inclusion of courses from other departments, changing program requirements, appeals from students, etc.

- All majors should have core of faculty who make decisions concerning the major, to be transmitted by the chair of the program to the appropriate department(s) and/or college(s) and, if necessary, the Registrar and/or FCAS.

- Program requirements should generally be achievable in two years residence at the university, especially if they are upper division requirements. Courses that either not taught frequently enough or do not have adequate spaces to be consistently taken by students should not be required courses.

Adopted by the Faculty Council on Academic Standards on November 7th, 2014; Revised by the Faculty Council on Academic Standards on May 26th, 2017
Faculty Council on Academic Standards (FCAS) Policy Pertaining to Minors

University of Washington minors must meet the following guidelines to be considered for approval:

1. 25-35 credits.
2. Minors should require a substantial number of credits in each area reflected in the title of the minor.
3. A minimum of 50% or 15 credits, whichever is greater, of 300/400 level courses.
4. A student cannot receive a minor in their major. *
5. A minimum of 50% or 15 credits, whichever is greater, must be completed in residence at the UW campus granting the minor.
6. Minors may request a minimum cumulative 2.0 GPA for courses applied to the minor; higher grade and GPA requirements are subject to additional review.
7. Minors cannot have minimum admission requirements.
8. Courses taken Satisfactory/Not Satisfactory will not be counted toward a minor.
9. Students must declare a major and have completed a minimum of 45 credits before declaring a minor.
10. Students must have the major advisor sign off on minor declaration paperwork in order to ensure that students meet university satisfactory progress requirements.

* Interdisciplinary Minors

Interdisciplinary minors are minors that are composed of courses and content that come from more than one area of study. They were created because students are not allowed to minor in their major, but at times the content overlap between the major and an Interdisciplinary minor is unavoidable. To ensure that students are satisfying the intention of the rule disallowing a student to minor in their major, FCAS created the following additional guidelines.

1) Interdisciplinary minors must require that 60% of the coursework applied to the minor is taken outside of the student's major requirements. This means these classes may not apply both to the satisfying major requirements and interdisciplinary minor requirements. Note: These credits can count towards the 180 credits required for graduation.

2) The minor should include some type of Capstone/Colloquium/Seminar/Cumulating experience.
1. Depth Requirements

A. Minimum Depth Requirements

The various schools and colleges of the University will be responsible for establishing criteria to ensure adequate depth in the program of studies of each student seeking a degree.

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 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.


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 will be used to compute the graduation grade-point average.

   B. Required Credits

   To be eligible for graduation from the University with the Bachelor's degree, a student shall satisfy all other specific requirements and shall offer a minimum of 180 academic credits.

   1) The requirements for graduation shall include:

   a) No fewer than 40 credits of general education courses approved by the appropriate school or college, including no fewer than 10 credits in each of three areas of study: The Natural World, Individuals and Societies, and The Visual, Literary, and Performing Arts;

   b) No fewer than 12 credits of writing consisting of 5 credits of English Composition and two additional writing-intensive courses (the latter may be satisfied through several options: "W" courses, senior seminars, senior thesis, or courses for which students and faculty contract for a substantial amount of writing);

   c) No fewer than 5 credits of courses devoted to reasoning skills (courses to fulfill this requirement include quantitative, symbolic, or formal reasoning which may be satisfied within the discipline).

   d) No fewer than 3 credits of courses, approved by the appropriate school or college, which focus on the sociocultural, political, and economic diversity of human experience at local, regional, or global scales. This requirement is meant to help the student develop an understanding of the complexities of living in increasingly
diverse and interconnected societies. Courses focus on cross-cultural analysis and communication; and historical and contemporary inequities such as those associated with race, ethnicity, class, sex and gender, sexual orientation, nationality, ability, religion, creed, age, or socioeconomic status. Course activities should encourage thinking critically on topics such as power, inequality, marginality, and social movements, and effective communication across cultural differences.

2) Courses taken to fulfill the writing, reasoning, diversity, and major requirements may apply as appropriate to the general education requirements.

C. College Requirements

Any college may make additional requirements for graduation.

D. Extension Credits

No more than 90 extension credits may be counted toward the bachelor's degree. No more than 45 credits gained in extension courses offered by other institutions may be counted toward the bachelor's degree.

E. Effective Date for Graduation Requirements

1) If fewer than ten years have elapsed since a student's admission into her or his major program, she or he may choose to graduate under the major program requirements in effect at the time of admission, or under any subsequent requirements. The choice shall be subject to approval of the student's departmental chair and dean, according to the procedures established in Chapter 23, Section 23-48 of the Faculty Code.

2) If a student wishes to obtain a degree after a lapse of more than ten years from the date of admission to the major program, she or he must meet the requirements in effect at the time of graduation unless permission to use an earlier catalog is granted, either as a general policy or expressly for the individual student, by the academic unit (department, school, or college) whose requirements are in question.

3) These provisions do not apply to the requirements for teaching certificates, which are prescribed by the College of Education at the time the certificate is to be granted.

F. Time Limit for Exceptions to Graduate Requirements

An exception from an all-University graduation requirement which is
granted by the Board of Admissions, Scholastic Standards, and Graduation shall be void at the end of two calendar years from the date such exception is granted if all degree requirements have not been completed within that period.

G. Applications for Degrees and Majors

A student should file with the Registrar a written application for his or her degree or major no later than the third Friday of the quarter of his or her expected date of graduation. Students shall be notified by the Registrar of the acceptance or rejection of his or her application. Each quarter the Registrar shall transmit the accepted list of candidates for degrees and majors to be conferred at the end of that quarter to the dean of the appropriate college or school for his or her faculty's approval and recommendation to the Board of Regents. The list as approved by his or her faculty shall then be forwarded by such dean to the Registrar with a recommendation to the Board of Regents that all who fulfill their outstanding requirements for graduation will be awarded their respective degrees, majors, or certificates. No student shall receive a bachelor's degree, major, teaching certificate, or other certificate unless approved by the faculty of the appropriate school or college during the quarter in which the degree or certificate is to be granted.

H. Degrees with Minor

Departments, schools, and colleges are authorized to provide a course of study leading to an undergraduate academic minor. Requirements are within the purview of the department, school, or college.

1) The minor shall consist of not less than 25 credits. Interdisciplinary minors are encouraged. Courses taken to fulfill the minor may also apply as appropriate to the general education, writing and reasoning requirements. Completion of the minor will appear on the permanent record.

2) Distance-learning minors (whether entirely new, or a distance-learning version of an existing minor) must be approved by the same process as non-distance-learning minors. Modes of content delivery must be described and approved at all levels, including unit, college, and Faculty Council on Academic Standards.

I. Degrees with Double Major

Generally admitted students may choose to earn bachelor's degrees with double majors. Majors may be earned within the same college or from different colleges. A single degree with a double major is appropriate when both majors lead to the same degree objective (e.g., BA or BS). If students desire to pursue double majors, they
shall complete all degree requirements in accordance with the satisfactory progress policy (Scholastic Regulations, Chapter 116, Satisfactory Progress). The student must submit an application for each major that is to be approved by the department, school, or college granting the major. Both majors will appear on the student’s permanent record.

J. DL Course Credits

Students may apply a maximum of 90 credits of DL coursework towards the credit requirements for graduation. DL-designated courses are not considered extension credits.


3. Two Bachelor’s Degrees at the Same Time

Two differently named bachelor's degrees may be granted at the same time to a generally admitted student, but the total number of academic credits shall reach a minimum of 45 credits in excess of the number normally awarded for the first bachelor's degree. Two bachelor's degrees will not be awarded when both majors lead to the same degree objective (e.g., BS or BA); in these cases a single degree with a double major will be awarded. Exceptions to this rule are at the discretion of the dean of the college or school awarding the degree and only on a case-by-case basis; if the two majors are in two different colleges or schools, both deans must approve.

S-B 105, March 1969; S-B 177, April 14, 2010; S-B 179, May 24, 2013; S-B 180, February 27, 2014: all with Presidential approval.

4. A Second Bachelor’s Degree

A. Additional Credits

A second bachelor's degree may be granted to a generally admitted student, but there shall be required for this degree a minimum of 45 additional credits in residence.

B. Undergraduate Registration

Students who wish to obtain a second bachelor’s degree register in the college from which they expect to obtain the degree, not in the Graduate School.

5. Advanced Degrees

A. Requirements at Time of Award

A graduate student must satisfy the requirements for an advanced degree which are in force at the time the degree is to be awarded.

B. Degrees Sought by UW Faculty

Ordinarily, no member of the faculty with the rank of assistant professor or above shall be granted any advanced degree at this University. However, with prior approval of his or her chair, dean, and the Provost, such degrees (outside the faculty member’s department) may be granted. This regulation shall not be applied to any member of the military services officially assigned to this campus.

C. Petition to Transfer Credits

Students pursuing a graduate program leading to the master's degree may submit a petition to the Dean of the Graduate School requesting permission to transfer up to 6 graduate quarter credits taken while a graduate student in another recognized graduate school to be applied toward the Master's degree here. The petition must be accompanied by a recommendation from the student's graduate program.


6. Master's Degrees

A. Minimum Qualifications

Master's degree requirements must include a minimum of 36 credits. Credits earned at the University of Washington and applied towards degree requirements must include at least 18 graded credits at the 400 and/or 500 level and at least 18 credits at the 500 level and above. A student must complete all work for the master's degree within six years.

B. Application for Degree

The student must submit a master's degree request to the Graduate School the quarter in which the student expects the degree to be conferred. Based on academic unit recommendation, the Graduate School will review and process all requests on a quarterly basis.

7. The Candidate Certificate

A. Attainment of Candidacy

Admission to the status of candidate for the doctoral degree is evidence of substantial attainment beyond the Master's degree. The attainment of candidacy is verified by the Graduate School based on academic unit recommendation indicating successful completion of the general examination and all other requirements for the doctoral degree except satisfactory completion of the dissertation and the final examination. Practice Doctorate programs do not include candidacy status.

B. Candidate Certificate

Further recognition to the achievement of the status of candidate is the award of a special printed certificate signed by the President of the University and the Dean of the Graduate School and transmitted to the candidate in addition to the letter to him or her informing him or her of his or her admission to candidacy.

C. Degree Designations

For the doctoral degrees currently offered by the University in the Graduate School the identification of achievement of candidate status may be expressed in the following manner in relation to the designation of the doctoral degree:

1) Doctoral Designation
   - Doctor of Philosophy (Ph.D.)
   - Doctor of Education (Ed.D.)
   - Doctor of Musical Arts (D.M.A.)

2) Candidate Designation
   - Candidate in Philosophy (Ph.C.)
   - Candidate in Education (Ed.C.)
   - Candidate in Musical Arts (C.M.A.)

D. Degree Completion

The award of the candidate certificate in no way changes the present policies or procedures in relation to the admission to candidacy for the doctoral degree. Satisfactory completion of the general examinations and all prerequisites thereto constitutes admission to candidacy for the doctoral degree and is taken to mean recognition by the faculty that the candidate is qualified and encouraged to proceed to the completion of his or her dissertation and the awarding of the doctoral degree.

8. Doctor's Degrees

In order to qualify for a doctor's degree, the student must pass creditably a final examination usually devoted to the dissertation and the field with which it is concerned, and complete all work for the doctor's degree within ten years. Applicable work from the master's degree must fall within the ten-year period. A complete list of master's and doctoral degree policies may be obtained from the Graduate School website.

HB, 1966; AI, February 9, 2015.

9. Scholarship

A grade-point average of 3.0 or above in all numerically graded courses numbered 400 and 500 is required for a degree in the Graduate School. Students exhibiting unsatisfactory progress may be placed on probation, final probation, or dropped from the graduate program by the Dean of the Graduate School at the recommendation of the graduate program. On the quarterly grade report and on each student's permanent transcript, all courses numbered 100 through 800, with the grades earned, are listed. However, grades earned in 100-, 200-, and 300-level courses, as well as in 600-, 700-, and 800-level courses are not included in quarter or cumulative grade-point averages.


10. Theses and Dissertations

If a thesis or dissertation is required for the degree sought, the candidate shall submit the thesis or dissertation to the Graduate School by the posted deadlines for the quarter in which the student expects to earn the degree. Instructions for preparation and submission of theses and dissertations may be obtained from the Graduate School.

HB, 1966; AI, February 9, 2015.

11. Commencement Exercises

A. Formal Exercises

Formal commencement exercises shall be held only at the close of the Spring Quarter.

B. Diplomas

Diplomas shall be issued at the end of each quarter to such students as have completed graduation requirements at that time.


For related information, see:

- Board of Regents Governance, Regent Policy No. 31, "Revocation of Degrees"
Subcommittee on Admissions and Programs (SCAP) Report  
February 21, 2020, 1:30pm-3:00pm  
228 Schmitz Hall

**Routine Business:**

**Nutritional Sciences** ([SPH-20200109](#)) Revised requirements for the Minor in Nutrition.

Background: The department is proposing to change the number of required core and elective credits without changing the number of overall credits required for the minor.

*Action taken 02/21/2020: Forwarded to FCAS*

**Non-routine Business:**

**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,” and the addition of a specified number of credits for proposed major requirement #6.*

*Update 01/14/2020: The department has responded (p.7) and updated their proposed catalog copy (p.5).*

*Action taken 01/17/2020: Approved by FCAS.*

*Update 02/12/2020: Posted to Tri-Campus, 0 comments received (p. 11).*

*Action taken 02/21/2020: Forwarded to FCAS*

**Computer Science and Engineering** ([CMPE-20200117](#)) Revised admission requirements for the Bachelor of Science in Computer Engineering degree.
Background: The department is proposing to change current admission requirements.

Action taken 02/21/2020: Forwarded to FCAS, contingent upon revising proposed catalog copy to remove statement, “Entering transfer applicants not admitted to Computer Engineering upon initial admission to the UW are eligible to apply as Currently Enrolled UW Students after completing one quarter of enrollment.”

Update 02/21/2020: The department has responded (p.6) and updated their proposed catalog copy (p.4).