

**University of Washington**  
**Faculty Council on Academic Standards**

April 10, 2020  
1:30 p.m. – 3:00 p.m.  
Zoom Conference

**Meeting Synopsis:**

1. Call to order
  2. Review minutes from March 13, 2020
  3. Chair's report
  4. SCAG Report
  5. SCAP Report
  6. New legislation and actions in light of COVID:
    - Hardship Withdrawals - Helen Garrett and Megan Kennedy (Interim Director of the UW Resilience Lab)
    - CR/NC grades and exception to the Dean's Lists (quarterly and annual)
  7. Good of the order
  8. Adjourn
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**1. Call to order**

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

**2. Review minutes from March 13, 2020**

The minutes from March 13, 2020 were approved as written.

**3. Chair's report**

Huppert explained the Faculty Senate will meet during spring quarter to act on matters necessary to respond to the ongoing Covid-19 pandemic. The University Faculty Councils (including FCAS) will continue to meet normally over video-conferencing.

**4. SCAG Report**

Olmstead provided an update on the previous meeting of the Subcommittee on Admissions and Graduation (SCAG). She noted SCAG supported the notion that standardized test scores would not be used in admissions decisions for autumn quarter 2020. It was noted related Class B legislation will be reviewed by the Faculty Senate this quarter (approved by FCAS on March 13, 2020).

Olmstead noted SCAG also had a discussion of S/NS (Satisfactory/Non Satisfactory) grading and the relationship between S/NS grades and graduation. Going forward, the UW hardship withdrawal policy will be used to respond to concerns over grading during the ongoing pandemic. Olmstead noted it is clear that students are worried about how their grades this quarter will affect their ability to get into capacity-constrained majors at the University in the future. There was some brief discussion of an idea

to transmit a message to UW departments advising that grades of spring quarter (2020) should not be weighed as heavily as other academic records during admission considerations.

## **5. SCAP Report**

### Non-routine Business:

#### **#1 – 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.

#### **#2 – College of Education**

The proposal is to suspend admission to the Teaching and Learning Option within the Bachelor of Arts degree in Early Care and Education.

The council voted to approve the proposal.

#### **#3 – Laboratory Medicine**

The proposal is for revised admission and program requirements for the Bachelor of Science in Medical Laboratory Science degree.

The council voted to approve the proposal.

### Routine Business:

#### **#4 – Chemical Engineering**

The proposal is for a revised continuation policy for the Bachelor of Science in Chemical Engineering degree.

The council voted to approve the proposal.

#### **#5 – Disability Studies**

The proposal is for revised requirements for the Minor in Disability Studies.

The council voted to approve the proposal.

## **6. New legislation and actions in light of COVID:**

*Hardship Withdrawals - Helen Garrett and Megan Kennedy (Interim Director of the UW Resilience Lab)*

Huppert explained FCAS may present Class B legislation amending Chapter 113 Section 3 (Dropping a Course) to the Faculty Senate revising student hardship withdrawal procedures in order to respond to the Covid-19 pandemic. She noted Helen Garrett, University Registrar, and Megan Kennedy, Interim Director of the UW Resilience Lab, are present to share related information. A PowerPoint was used as part of the presentation (Exhibit 1).

Members suggested membership parameters for the Committee referenced in the slides (Exhibit 1). It was noted a departmental advisor should be added to the Committee's prescribed membership.

The Class B legislation on Hardship Withdrawal was then reviewed by the council (Exhibit 2). During discussion, members noted the language within Section 3.B.D will need to also be updated to reflect the other changes in the section.

A motion was made and the Class B legislation was approved by the council (Exhibit 2).

It was noted there is an expectation that revised language for Section D. will be provided by the University Registrar for insertion into the legislation before review by the Senate Executive Committee.

*CR/NC grades and exception to the Dean's Lists (quarterly and annual)*

Huppert explained this issue will be addressed outside of FCAS.

## **7. Good of the order**

It was noted 70 sections at the UW had been converted to Credit/No Credit grading during winter quarter, 2020. In spring quarter 2020, 356 sections have opted for Credit/No Credit. The majority of sections that have gone to credit/no credit are 400, 500, and 600-level courses.

## **8. Adjourn**

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

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*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), Tom Lee (Business)

**Faculty Code Section 21-61 B:** Jennifer Payne, Dan Feetham, Meera Roy, Joe Wilson, Conor Casey, Sam Akeyo

**Guests:** Michaelann Jundt, Tina Miller, Janice DeCosmo, Helen Garrett, Megan Kennedy, Joslin Boroughs, Scott Fallgren, Chris Laws

**Absent:** **Faculty Code Section 21-61 A:** Zhi Lin (Arts & Sciences)

**President's designee:** Phil Reid  
**Faculty Code Section 21-61 B:** N/A

**Exhibits**

Exhibit 1 – Faculty Senate HardshipWithdrawal.pptx 4.7.2020

Exhibit 2 – Scholastic Regs Chapter 113- HBG Edits













































15 **2) Current Quarter Drop**

16 Students may drop courses weeks three through seven during the current quarter through the  
 17 Current Quarter Drop process. An annotation of RD (Registrar Drop) will appear on the  
 18 student academic record.

19 **~~3) Hardship Withdrawal~~**

20 ~~After the 14th calendar day, a student may petition the Registrar's Office in writing to drop a~~  
 21 ~~course. The Registrar will grant such a petition if in his or her judgment the student is unable~~  
 22 ~~to complete the course in question because of physical and/or mental debilitation or unusual~~  
 23 ~~and extenuating circumstances, beyond the student's control, which have arisen after the~~  
 24 ~~14th calendar day of the quarter. Petitions must be filed with the Registrar's office promptly~~  
 25 ~~after the occurrence of the event that gave rise to the need for dropping. Approved drops will~~  
 26 ~~be entered on the transcript with a grade of HW.~~

27 **3). Former Quarter Drop**

28 Students may petition to drop courses for a former quarter using the Former Quarter Drop  
 29 process. The Registrar will grant such a petition if in their judgement the student was unable  
 30 to complete the course in question. Approved drops will be entered on the transcript with an  
 31 annotation of RD (Registrar Drop).

32 **4) Withdrawal Through Last Day of Class**

33 A student may drop all courses through the last day of classes by withdrawing from the  
 34 University for that quarter.

35 **B. Unofficially Dropped Courses**

36 Drops from a course not officially transacted with the Registrar's Office are not official, and result  
 37 in a grade of 0.0 (E) for the course.

38 **C. Summer Quarter**

39 Proportional drop schedules will be publicized in the Time Schedule for Summer Quarter a and b  
 40 terms.

41 **D. DL Courses**

42 For DL courses that do not follow the quarter schedule, the drop deadline is the 14th day after the  
 43 official start of the course. **A DL course may be used for the once-yearly drop described in**  
 44 **Subsection 3.A, but not within two weeks of the end of the maximum term for completion of the**  
 45 **course, as specified at the time of registration.** All other provisions of Subsections 3.A—3.D  
 46 apply.

47 *S-B 124, May 1975; S-B 150, April 9, 1990; S-B 164, April 1997; S-B 167, November 26, 2001; S-B 173,*  
 48 *April 6, 2007: all with Presidential approval; RC, December 3, 2013; S-B 180, February 27, 2014 with*  
 49 *Presidential approval.*

## Subcommittee on Admissions and Programs (SCAP) Report

April 17, 2020, 1:30pm-3:00pm

### Routine Business:

**Community, Environment, and Planning** ([CEP-20200127](#)) Revised program requirements for the Bachelor of Arts degree in Community, Planning, and Environment.

Background: The department is proposing to add a digital skills proficiency course requirement.

Action taken 02/21/2020: SCAP requested the department either list a credit range, or revise the methods courses requirement #2 to include the proposed digital skills proficiency course requirement.

Update 04/08/2020: The department has responded (p.6) and updated the proposed catalog copy (p.3).

Action taken 04/17/2020: Some discussion ensued, no official comments.

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**Integrated Social Science** ([ISS-20191018A](#)) Revised continuation policy for the Bachelor of Arts degree in Integrated Social Sciences.

Background: The department is proposing to revise the continuation policy.

Action taken 11/15/2019: SCAP requested the department provide two sets of documentation for the proposed revised continuation policy (current and proposed policy, marked for changes).

Update 04/03/2020: The department has responded (p.4) and provided the requested documentation (p.5-8).

Action taken 04/17/2020: Some discussion ensued, no official comments.

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**Law, Societies, and Justice** ([LSJ-20191021](#)) Revised admission and program requirements for the Bachelor of Arts degree in Law, Societies, and Justice

Background: The department is proposing to update course requirements for both admission and program requirements.

Action taken 04/17/2020: Some discussion ensued, no official comments.

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### Non-routine Business:

**College of Education** ([ECE-20200121](#)) Revised admission and program requirements for the Bachelor of Arts degree in Early Care and Education.

Background: The department is proposing to change admission and program requirements.

Action taken 04/03/2020: SCAP requested more information about how state supported and self-sustaining registrations will be addressed, and how students with only 45 credits will be advised to take the remaining credits needed to reach 180 credits and still meet UW residency requirements.

Update 03/09/2020: The college has responded (p. 8).

Action taken 04/17/2020: Some discussion ensued, no official comments.

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**College of Education** ([EDUC-20191230](#)) Revised admission and program requirements for the Bachelor of Arts degree in Education, Communities, and Organizations.

Background: The department is proposing to change admission and program requirements.

Action taken 04/17/2020: Some discussion ensued, no official comments.

Update 04/20/2020: The college has responded to a question from SCAP about transfer students (p. 5).

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**College of Engineering** ([ENGR-20200130](#)) Revised admission requirements and continuation policy for the College of Engineering.

Background: The College of Engineering is proposing to revise admission requirements and the continuation policy for the college.

Action taken 03/06/2020: Some discussion ensued, no action taken.

Action taken 04/03/2020: SCAP raised concerns about the proposed requirement of ENGR 101 applying only to ENGRUD students. The committee felt that all students should have the same requirements and would like the college to propose a solution that addresses all student types.

Update 04/10/2020: The college has responded (p.7).

Action taken 04/17/2020: Some discussion ensued, no official comments.

Update 04/20/2020: The college has responded (p.7) and updated the proposed catalog copy (p.5) based on SCAP requests related to ENGR 101.

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**Aeronautics and Astronautics** ([AA-20200130](#)) Revised admission and program requirements for the Bachelor of Science in Aeronautical and Astronautical Engineering degree.

Background: The department is proposing to revise admission and program requirements.

Action taken 03/06/2020: Not reviewed.

Action taken 04/03/2020: SCAP raised concerns about the proposed requirement of ENGR 101 applying only to ENGRUD students. The committee felt that all students should have the same requirements and would like the college to propose a solution that addresses all student types.

Update 04/10/2020: The college has responded, see ENGR-20200130.

Action taken 04/17/2020: Some discussion ensued, no official comments.

Update 04/20/2020: The college has responded (p.6) and updated the proposed catalog copy (p.4) based on SCAP requests related to ENGR 101.

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**Bioengineering ([BIOEN-20200130](#))** Revised admission and program requirements for the Bachelor of Science in Bioengineering degree.

Background: The department is proposing to revise admission and program requirements.

Action taken 03/06/2020: Not reviewed.

Action taken 04/03/2020: SCAP raised concerns about the proposed requirement of ENGR 101 applying only to ENGRUD students. The committee felt that all students should have the same requirements and would like the college to propose a solution that addresses all student types.

Update 04/10/2020: The college has responded, see ENGR-20200130.

Action taken 04/17/2020: Some discussion ensued, no official comments.

Update 04/20/2020: The college has responded (p.10) and updated the proposed catalog copy (p.6) based on SCAP requests related to ENGR 101.

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**Chemical Engineering ([CHEME-20200130A](#))** Revised admission and program requirements for the Bachelor of Science in Chemical Engineering degree.

Background: The department is proposing to revise admission and program requirements.

Action taken 03/06/2020: Not reviewed.

Action taken 04/03/2020: SCAP raised concerns about the proposed requirement of ENGR 101 applying only to ENGRUD students. The committee felt that all students should have the same requirements and would like the college to propose a solution that addresses all student types. SCAP requested the department update their proposed catalog copy to be consistent with the proposed catalog copy submitted for the College of Engineering 1503 ([ENGR-20200130](#)).

Update 04/10/2020: The college has responded (p.10) and updated their proposed catalog copy (p.5-7).

Action taken 04/17/2020: Some discussion ensued, no official comments.

Update 04/20/2020: The college has responded (p.10) and updated the proposed catalog copy (p.5) based on SCAP requests related to ENGR 101.

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**Civil and Environmental Engineering ([CIVE-20200130A](#))** Revised admission and program requirements for the Bachelor of Science in Civil Engineering degree.

Background: The department is proposing to revise admission and program requirements.

Action taken 03/06/2020: Not reviewed.

Action taken 04/03/2020: SCAP raised concerns about the proposed requirement of ENGR 101 applying only to ENGRUD students. The committee felt that all students should have the same requirements and would like the college to propose a solution that addresses all student types.

Update 04/10/2020: The college has responded, see ENGR-20200130.

Action taken 04/17/2020: Some discussion ensued, no official comments.

Update 04/20/2020: The college has responded (p.6) and updated the proposed catalog copy (p.4) based on SCAP requests related to ENGR 101.

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**Civil and Environmental Engineering ([CIVE-20200130B](#))** Revised admission and program requirements for the Bachelor of Science in Environmental Engineering degree.

Background: The department is proposing to revise admission and program requirements.

Action taken 03/06/2020: Not reviewed.

Action taken 04/03/2020: SCAP raised concerns about the proposed requirement of ENGR 101 applying only to ENGRUD students. The committee felt that all students should have the same requirements and would like the college to propose a solution that addresses all student types.

Update 04/10/2020: The college has responded, see ENGR-20200130.

Action taken 04/17/2020: Some discussion ensued, no official comments.

Update 04/20/2020: The college has responded (p.6) and updated the proposed catalog copy (p.4) based on SCAP requests related to ENGR 101.

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**Electrical Engineering ([EE-20200130](#))** Revised admission and program requirements for the Bachelor of Science in Electrical Engineering degree.

Background: The department is proposing to revise admission and program requirements.

Action taken 03/06/2020: Not reviewed.

Action taken 04/03/2020: SCAP raised concerns about the proposed requirement of ENGR 101 applying only to ENGRUD students. The committee felt that all students should have the same requirements and would like the college to propose a solution that addresses all student types.

Update 04/10/2020: The college has responded, see ENGR-20200130.

Action taken 04/17/2020: Some discussion ensued, no official comments.

Update 04/20/2020: The college has responded (p.6) and updated the proposed catalog copy (p.4) based on SCAP requests related to ENGR 101.

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**Human Centered Design and Engineering** ([HCDE-20200130](#)) Revised admission and program requirements for the Bachelor of Science in Human Centered Design and Engineering degree.

Background: The department is proposing to revise admission and program requirements.

Action taken 03/06/2020: Not reviewed.

Action taken 04/03/2020: SCAP raised concerns about the proposed requirement of ENGR 101 applying only to ENGRUD students. The committee felt that all students should have the same requirements and would like the college to propose a solution that addresses all student types.

Update 04/10/2020: The college has responded, see ENGR-20200130.

Action taken 04/17/2020: Some discussion ensued, no official comments.

Update 04/20/2020: The college has responded (p.6) and updated the proposed catalog copy (p.4) based on SCAP requests related to ENGR 101.

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**Industrial and Systems Engineering** ([ISE-20200130](#)) Revised admission and program requirements for the Bachelor of Science in Industrial and Systems Engineering degree.

Background: The department is proposing to revise admission and program requirements.

Action taken 03/06/2020: Not reviewed.

Action taken 04/03/2020: SCAP raised concerns about the proposed requirement of ENGR 101 applying only to ENGRUD students. The committee felt that all students should have the same requirements and would like the college to propose a solution that addresses all student types. SCAP requested the department update their proposed catalog copy to be consistent with the proposed catalog copy submitted for the College of Engineering 1503 ([ENGR-20200130](#)).

Update 04/10/2020: The college has responded (p.7) and updated their proposed catalog copy (p.4-5).

Action taken 04/17/2020: Some discussion ensued, no official comments.

Update 04/20/2020: The college has responded (p.7) and updated the proposed catalog copy (p.4) based on SCAP requests related to ENGR 101.

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**Materials Science and Engineering ([MSE-20200130](#))** Revised admission and program requirements for the Bachelor of Science in Materials Science and Engineering degree.

Background: The department is proposing to revise admission and program requirements.

Action taken 03/06/2020: Not reviewed.

Action taken 04/03/2020: SCAP raised concerns about the proposed requirement of ENGR 101 applying only to ENGRUD students. The committee felt that all students should have the same requirements and would like the college to propose a solution that addresses all student types.

Update 04/10/2020: The college has responded, see ENGR-20200130.

Action taken 04/17/2020: Some discussion ensued, no official comments.

Update 04/20/2020: The college has responded (p.6) and updated the proposed catalog copy (p.4) based on SCAP requests related to ENGR 101.

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**Mechanical Engineering ([ME-20200130](#))** Revised admission and program requirements for the Bachelor of Science in Mechanical Engineering degree.

Background: The department is proposing to revise admission and program requirements.

Action taken 03/06/2020: Not reviewed.

Action taken 04/03/2020: SCAP raised concerns about the proposed requirement of ENGR 101 applying only to ENGRUD students. The committee felt that all students should have the same requirements and would like the college to propose a solution that addresses all student types.

Update 04/10/2020: The college has responded, see ENGR-20200130.

Action taken 04/17/2020: Some discussion ensued, no official comments.

Update 04/20/2020: The college has responded (p.5) and updated the proposed catalog copy (p.3) based on SCAP requests related to ENGR 101.

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**Communication ([COM-20191031](#))** Revised requirements and name change for the Journalism and Public Interest Communication Option within the Bachelor of Arts degree in Communication.

Background: The department is proposing to revise requirements and change the name of the option.

Action taken 03/06/2020: SCAP requested resubmission of catalog copy (current and proposed), an explanation of much the proposed option will change to the existing option, and how the proposed writing sample admission requirement will be implemented.

Update 03/12/2020: The department has responded (p.8), and updated the catalog copy (p.3-5).

Action taken 04/03/2020: SCAP requested more information about the type of acceptable writing samples, and an update to the proposed catalog copy to reflect this information. In addition, the committee requested proposed writing sample information that will be published on the department website.

Update 04/07/2020: The department has responded (p.8), and updated the proposed catalog copy (p.6).

Action taken 04/17/2020: Some discussion ensued, no official comments.

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**Statistics** ([STAT-20191219](#)) Revised admission and program requirements for the Bachelor of Science degree in Statistics.

Background: The department is proposing to change the application deadline, courses required for admission, and program requirements.

Action taken 04/03/2020: SCAP requested the department revise their proposed admission requirements so that the MATH requirements are considered at the time of application for all students. In addition, SCAP requested the department change the proposed effective quarter/year from AUT/2020 to WIN/2021, and they would like the department to provide the committee with their notification plan.

Update 04/07/2020: The department has responded (p.8) and updated the 1503 (p.1-5).

Action taken 04/17/2020: Some discussion ensued, no official comments.

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**Undergraduate Academic Affairs** ([UAA-20200319](#)) Minor in Data Science.

Background: The department is proposing a new minor.

Action taken 04/03/2020: SCAP requested the department update their proposed minor to include a capstone, which is an FCAS guideline for an [interdisciplinary minor](#).

Update 04/10/2020: The department has updated their proposed catalog copy (p.4).

Action taken 04/17/2020: Some discussion ensued, no official comments.

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