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

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:
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.

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 Hardship Withdrawal.pptx 4.7.2020
Exhibit 2 – Scholastic Regs Chapter 113- HBG Edits
Rethinking Hardship Withdrawal
Stakeholder Tour: Faculty Senate Slide Deck

Last updated 4.7.2020

OFFICE OF THE UNIVERSITY REGISTRAR
UNIVERSITY OF WASHINGTON
Division of Enrollment Management
Overview

- Work in progress since 2016; ramped up in May 2019
- Faculty, staff, and students engaged in re-thinking the policies and procedures and creating recommendations
- Current crisis accelerates the need to move forward with a set of recommendations
- Students petitioning for winter and spring will benefit by changes to Scholastic Reg 113 and more students will be able to have the HWP approved now as a result
Committee Goals

- Create a system that is **user-friendly** and **trauma-informed** for students in crisis
- **Reduce the number of steps** a student has to take
- **Increase** the proportion of students moving from initial petition to **approval**
- **Review communications** associated with HWP (e.g., website, emails to students) and make recommendations
- Develop a **drop process that provides for self-determination** while still being a managed process (e.g., checklists/warnings)
- **Lower the requirement for documentation** to address access-privilege issues
- Arrive at recommendations that are amenable to all stakeholders (e.g., staff, students, faculty)
- Continue to **uphold academic record integrity** by promoting a process that does not support transcript beautification
- ADA compliance
Spring Quarter 2020 Urgency

• Current Chapter 113 limits reviewing and approving Hardship Withdrawal Petitions (HWPs) to circumstances that have arisen after the 14th day of the quarter. Having this language in place when we review Spring 2020 HWPs will prevent us from considering issues related to the COVID-19 outbreak and moving classes to 100% Remote Delivery - as both occurred before the 14th day of Spring Quarter (April 12th).

• Current Chapter 113 language prevents us from approving HWPs for circumstances for which students already received a Hardship Withdrawal. Without this amendment, if a student received a HWP for winter due to the COVID-19 outbreak or change in course delivery, we will not be able to approve a HWP again for the same reason.

• If recommendations are approved, we can institute the proposed Former Quarter Drop Review Board for Spring 2020, allowing for more robust review and appeal processes for Spring Quarter 2020 petitions.
Challenge #1 - Annual Drop, Only One Class Allowed

- Students can only drop one class a year, no questions asked (annual drop), without having to use the Hardship Withdrawal Process (HWP).

- How can we provide more student control over their drop activity, while protecting them from adverse effects?
Recommendation #1

- Move to a **quarterly** drop process - *Current Quarter Drops* (dropping between the 3rd-7th week of the current quarter)
- Students can drop one class per quarter
- Additional drops require meeting with adviser to review, discuss, and process
- Workflow tool used to route drop from student to academic adviser to Registrar
- No documentation required
Challenge #2 (Current Appeal Process Inhibits Appeals)

Students apply for HWP. If not approved by Registrar, notified they can appeal and told why their petition could not be approved. Appeals reviewed by HWP committee who makes final decision.
Recommendation #2

- Move to a *Former Quarter Drop (FQD)* process instead of the Hardship Withdrawal Process
- Student completes online FQD form and provides statement supporting why course(s) from a former quarter in the last five quarters were not dropped during CQD period
- Registrar provides first petition review: Approval or Referral to FQD Review Board
- Student has 90 days to submit additional information, if requested by FQD Review Board member
- FQD Review Board may engage student directly
- FQD Review Board makes final decision: Approve or Deny
- Students must submit FQD within one-year (last five quarters) and FQD applies to only one quarter within the one-year time period
Recommendation #2 (cont’d)

FQD Review Board Potential membership:*

- Counseling Center
- Hall Health
- LiveWell
- Office of Minority Affairs & Diversity
- Disability Resources for Students
- Continuum College
- Financial Aid
- Student Fiscal Services
- UAA Advising
- Graduate School
- Faculty
- Students?

*UW-Seattle

- UW-Tacoma and UW-Bothell determine FQD Committee Membership
- Tenure is two-academic years; eligible to re-up one time. Students members-one academic year.
- Registrar chair; ex-officio for decision-making
Challenge #3 (Students can only have one HWP per reason)

- Hardship Withdrawal Petitions cannot be approved for reasons for which a HWP was granted for a former quarter for the same reason.

- This excludes students with pre-existing medical or mental health conditions from qualifying for HWP withdrawals.
Recommendation #3

FQD petitions may be for reasons for which a previous FQD was approved.
Challenge #4 (Need to remove language from Schol Reg Chapter 113)

- Scholastic Regulations, Chapter 113.3,A,3, use of the phrase: “Physical and/or mental debilitation”.

- Removing this language responds to risk concerns raised related to students with disabilities.
Recommendation #4

- Remove this language for ADA compliance reasons
- Amend Chapter 113,3,A,3 by removing highlighted text and gendered language
- The Registrar or Former Quarter Drop Referral Board will grant such a petition if in his or her their judgment the student is unable to complete the course in question because of physical and/or mental debilitation or unusual and extenuating circumstances, beyond the student's control, which have arisen after the 14th calendar day of the quarter.
Challenge #5 (No pre-existing conditions allowed)

- The medical debilitation or extenuating circumstance must have arisen after the second week/14th day of the quarter to be considered for a HWP.

- This excludes students with pre-existing medical or mental health conditions from qualifying for HWP withdrawals.
Recommendation #5

- No longer restrict circumstances to those that have arisen after the 14th day of the quarter
- For Former Quarter Drops, continue to ask for a student statement supporting why course(s) were not dropped during the Current Quarter Drop process
Challenge #6 (Change HW to RD)

The process is labeled Hardship Withdrawal and the annotation on the transcript is HW. While internally at the UW we know what this means; external transcript reviewer may question the meaning and could cause the student to divulge health or mental health information.
Recommendation #6

- Change the transcript annotation to “RD” for Registrar Drop
- This is to signal that it was sanctioned by the UW and does not indicate that it was related to a hardship the student faced
- Add Transcript Key annotation: “RD - registrar drop approved by UW”
- Amend Chapter 113,3,A,3 to read:

  New! A. 2) Current Quarter Drop
  
  Students may drop courses weeks three through seven during the current quarter through the Current Quarter Drop process. An annotation of RD (Registrar Drop) will appear on the student academic record.

  New! A. 3) Former Quarter Drop
  
  Students may petition to drop courses for a former quarter using the Former Quarter Drop process. The Registrar will grant such a petition if in their judgment the student was unable to complete the course in question. Approved drops will be entered on the transcript with an annotation of RD (Registrar Drop).
3. Dropping a Course

A. Officially Dropping a Course

A drop from a course is voluntary severance by the student of his or her connection with the course. To be official it must be made under the following conditions:

1) Before the 14th Calendar Day

Courses may be dropped for any reason through the 14th calendar day after the start of the quarter. In some cases, departmental approval will be required. There will be no transcript entry for courses dropped by the 14th calendar day of the quarter.

2) One Course Per Year, After 14th Calendar Day

A student may drop a maximum of one course each academic year (defined as September through August) after the 14th calendar day of the quarter. This drop is available through the seventh week of the quarter. A grade of W followed by a number indicating the week in which the drop occurred will be recorded for the dropped course. Unused drops do not accumulate from year to year.

3) Hardship Withdrawal

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

4) Withdrawal Through Last Day of Class

A student may drop all courses through the last day of classes by withdrawing from the University for that quarter.
Proposed New Scholastic Regulations Text Chapter 113 for 3. A.2 and 3.A.3

3. Dropping a Course

New! A. 2) Current Quarter Drop

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

New! A. 3) Former Quarter Drop

Students may petition to drop courses for a former quarter using the Former Quarter Drop process. The Registrar will grant such a petition if in their judgment the student was unable to complete the course in question. Approved drops will be entered on the transcript with an annotation of RD.
Spring Quarter 2020 Urgency

• Current Chapter 113 limits reviewing and approving Hardship Withdrawal Petitions (HWPs) to circumstances that have arisen after the 14th day of the quarter. Having this language in place when we review Spring 2020 HWPs will prevent us from considering issues related to the COVID-19 outbreak and moving classes to 100% Remote Delivery - as both occurred before the 14th day of Spring Quarter (April 12th).

• Current Chapter 113 language prevents us from approving HWPs for circumstances for which students already received a Hardship Withdrawal. Without this amendment, if a student received a HWP for winter due to the COVID-19 outbreak or change in course delivery, we will not be able to approve a HWP again for the same reason.

• If recommendations are approved, we can institute the proposed Former Quarter Drop Review Board for Spring 2020, allowing for more robust review and appeal processes for Spring Quarter 2020 petitions.
Proposed Timeline for Review

March
- Slide Deck
March - April
- Stakeholder Forums
April
- Faculty Council Sponsorship
May
- Faculty Senate

- Work with designated Faculty Council to sponsor Class B Legislation to alter SR Chapter 113
- Take scholastic regulations to Faculty Senate
Class B Legislation
Student Governance and Policies
Scholastic Regulations
Chapter 113, Section 3 (Dropping a Course)

**Background and Rationale**

The Faculty Council on Academic Standards recommends amending Scholastic Regulations Chapter 113.3.A (Dropping a Course) based on the following findings:

A working group formed in May 2019, led by the interim director of the Resilience Lab, and sponsored by the Office of the University Registrar, and working in concert with faculty, staff, and student representatives, has prepared recommendations for changes to the Hardship Withdrawal and Annual Drop process. Their proposed revisions are designed to create a system that is compliant, timely, user-friendly and trauma-informed for students in crisis, and that provides for self-determination while still being a managed process (e.g., checklists/warnings, required advising).

The proposed changes have now become even more urgent due to the effects of COVID-19 related policies on students. In particular:

- Current Chapter 113 limits reviewing and approving Hardship Withdrawal Petitions (HWPs) to circumstances that have arisen after the 14th day of the quarter. Having this language in place when we review Spring 2020 HWP’s will prevent us from considering issues related to the COVID-19 outbreak and moving classes to 100% Remote Delivery - as both occurred before the 14th day of Spring Quarter (April 12th).
- Current Chapter 113 language prevents us from approving HWPs for circumstances for which students already received a Hardship Withdrawal. Without this amendment, if a student received a HWP for winter due to the COVID-19 outbreak or change in course delivery, we will not be able to approve a HWP again for the same reason.

If recommendations are approved, the proposed Former Quarter Drop Review Board can be instituted for Spring 2020, allowing for more a robust review and appeal processes for Spring Quarter 2020 petitions.

### 3. Dropping a Course

#### A. Officially Dropping a Course

A drop from a course is voluntary severance by the student of their connection with the course. To be official it must be made under the following conditions:

1) **Before the 14th Calendar Day**

Courses may be dropped for any reason through the 14th calendar day after the start of the quarter. In some cases, departmental approval will be required. There will be no transcript entry for courses dropped by the 14th calendar day of the quarter.

2) **One Course Per Year, After 14th Calendar Day**

A student may drop a maximum of one course each academic year (defined as September through August) after the 14th calendar day of the quarter. This drop is available through the seventh week of the quarter. A grade of W followed by a number indicating the week in which the drop occurred will be recorded for the dropped course. Unused drops do not accumulate from year to year.
2) **Current Quarter Drop**

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

3) **Hardship Withdrawal**

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

3) **Former Quarter Drop**

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

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

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

**B. Unofficially Dropped Courses**

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

**C. Summer Quarter**

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

**D. DL Courses**

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

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.

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.

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.

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.

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).

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: 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 (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.

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.

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.

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.

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.
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.

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.

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.

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.

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.

**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.

**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.