Meeting Synopsis:

1. Call to order
2. Consent agenda
   a. Minutes from April 23, 2021
   b. SCAP report
3. Transfer student admissions update
4. Discussion of the FCAS policy on Majors
5. Chair’s Updates
6. Good of the order
7. Adjourn

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

2) Consent agenda
   a. Minutes from April 23, 2021
   b. SCAP report

Chair Huppert asked the council for a motion to approve the consent agenda. The council voted to approve the consent agenda.

3) Transfer student admissions update
Cynthia Caci (Director, CAS) and Joslin Boroughs (Associate Director, Undergraduate Academic Affairs Advising) shared a presentation with the council on transfer student major admissions, including their admission pathways, common challenges, and next steps (Exhibit 2).

4) Discussion of the FCAS policy on Majors
The council began discussions on the FCAS guidelines on Majors (Exhibit 3) to establish reconciliation on the various rules and which rules in the document should be codified into Scholastic Regulations.

The discussion will continue in future meetings.

5) Good of the Order
6) Adjourn

The meeting was adjourned at 2:55 p.m.

Minutes by Alexandra Portillo, council analyst, xanport@uw.edu

Present: Faculty Code Section 21-61 A: Ann Huppert (Chair), Tom Lee, Zhi Lin, Mike Lockwood, Marjorie Olmstead, Joel Ross, Jennifer Turns, Yusuf Pisan
   Faculty Code Section 21-61 B: Jennifer Payne, Susanne Redalje, Sarah Garner, Luz Iniguez
   President’s Designee: Phil Reid
   Guests: Scott Fallgren, Tina Miller, Dan Feetham, Dave Sundine, Helen Garrett, LeAnne Jones Wiles, Michaelann Jundt, Joslin Boroughs, Cynthia Caci

Absent: Faculty Code Section 21-61 A: Scott Spaulding, Steve Groening
   Faculty Code Section 21-61 B: Clara Coyote, Joe Wilson

Exhibits

Exhibit 1 – SCAP report
Exhibit 2 – Transfer Major Pathways FCAS
Exhibit 3 – Major-Guidelines_revised_approved_0526171.pdf
Subcommittee on Admissions and Programs (SCAP) Report
April 30, 2021, 1:30pm-3:00pm

Routine Business:

Applied and Computational Math Sciences (UG-ACMS-MAJOR) Revised admission and program requirements for the Applied and Computational Math Sciences degree program

Background: The department has proposed the following non-substantive changes at the program-level:

- Update admission, and program requirements due to recently approved course renumbering changes (MATH 307 becomes MATH 207 effective AUT/2021; MATH 308 becomes MATH 208 effective AUT/2021; MATH 309 becomes MATH 209 effective AUT/2021; MATH 324 becomes MATH 224 effective AUT/2021).

The proposed changes would apply to all credentials within the Applied and Computational Math Sciences degree program of study.

- Bachelor of Arts degree in Applied and Computational Math Sciences: Mathematical Economics and Quantitative Finance
- Bachelor of Arts degree major in Applied and Computational Math Sciences: Social and Behavioral Science
- Bachelor of Arts degree major in Applied and Computational Math Sciences: Biological and Life Sciences
- Bachelor of Arts degree major in Applied and Computational Math Sciences: Data Science and Statistics
- Bachelor of Arts degree major in Applied and Computational Math Sciences: Engineering and Physical Sciences
- Bachelor of Arts degree major in Applied and Computational Math Sciences: Scientific Computing and Numerical Analysis
- Bachelor of Arts degree major in Applied and Computational Math Sciences: Discrete Mathematics and Algorithms

Action taken 04/02/2021: Some discussion ensued, no official comments.

Action taken 04/30/2021: Forwarded to FCAS, contingent upon department acknowledgement of compliance with the upper-division credit guideline for majors within 2 years.

Update 05/03/2021: The department has responded, “ACMS acknowledges comments from SCAP and agrees to revise upper/lower division balance.”

SCAP Chair Notes: Changes are due to the approved MATH renumbering. SCAP members unanimously approved the proposal to go to FCAS, but will follow up in Spring 2022 with the unit to verify progress on reaching 50% upper/lower division balance.

Applied and Computational Math Sciences (ACMS-0-1-5) Revised credential requirements for the Bachelor of Science degree in Applied and Computational Math Sciences: Engineering and Physical Sciences
Background: The department has proposed the following non-substantive changes at the credential-level:

- Update completion requirements due to recently approved course renumbering changes (MATH 307 becomes MATH 207 effective AUT/2021; MATH 308 becomes MATH 208 effective AUT/2021; MATH 309 becomes MATH 209 effective AUT/2021; MATH 324 becomes MATH 224 effective AUT/2021).

Action taken 04/02/2021: Some discussion ensued, no official comments.

Action taken 04/30/2021: Forwarded to FCAS, contingent upon department compliance acknowledgement requested in the program proposal for UG-ACMS-MAJOR.

Update 05/03/2021: The department has responded (see UG-ACMS-MAJOR).

SCAP Chair Notes: Changes are due to the approved MATH renumbering. SCAP members unanimously approved the proposal to go to FCAS.

Physics (UG-PHYS-MAJOR) Revised admission and program requirements for the Physics degree program

Background: The department has proposed the following non-substantive changes at the program-level

- Update recommended preparation and program requirements due to recently approved course renumbering changes (MATH 307 becomes MATH 207 effective AUT/2021; MATH 308 becomes MATH 208 effective AUT/2021; MATH 309 becomes MATH 209 effective AUT/2021; MATH 324 becomes MATH 224 effective AUT/2021).
- Update recommended preparation and admission requirements to include MATH and PHYS honors course options
- Update overall completion requirement credits to 89-113 credits (was 89-106 credits) based on proposed program and credential changes
- Update completion requirement #1 to include PHYS honors course options; completion requirement #2b to add MATH 334 as course option
- In addition, the department addressed compliance with FCAS guideline #6, “Changing the major is at least a year-long process. Meeting FCAS guidelines for UD/LD course balance would require substantive and deep changes to the curriculum. We would like these non-substantive changes to go through now, and then work on the suggestion of substantive changes next year.”

The proposed changes would apply to the credentials within the Astronomy degree program of study.

- Bachelor of Science degree in Physics: Applied Physics
- Bachelor of Science degree in Physics: Biophysics
- Bachelor of Science degree in Physics: Physics
- Bachelor of Science degree in Physics: Teacher Preparation

Action taken 04/16/2021: SCAP requested the department update the proposed admission requirement #1 to include MATH 136 as an Honors series course option for MATH 124, MATH 125, MATH 126. The committee also advised the department to comply with the upper-division credit guideline for majors within 2 years, including updating the option credential requirements, so each one can be completed in 90 credits or less.
Update 04/21/2021: The department updated the proposed catalog copy (see completion requirements section of proposal), and acknowledged SCAP’s request for compliance with the upper-division credit guideline for majors and option credential completion in 90 credits or less (see audit log), “Revising the major (and minor) is on the agenda for the next year. This will be easier for some degree tracks than others. It is not possible to keep the biophysics track in compliance with both the upper/lower division and total credit requirements, since a year of math, two years of physics, a year of chemistry and a year of biology add up to well over 45 credits, and those lower division courses are what you need to be ready to take advanced biophysics courses.”

Action taken 04/30/2021: Forwarded to FCAS, contingent upon department acknowledgement of compliance with the upper-division credit guideline for majors and option credential completion in 90 credits or less within 2 years.

Update 04/30/2021: The department has responded, “I acknowledge the SCAP concerns about the physics major, and commit to having physics review its major requirements next year to improve compliance with the SCAP recommendations and bring a new proposal no later than January 2023.”

SCAP Chair Notes: SCAP members discussed the Physics proposals and the impact of the 50-50 upper/lower division credits coupled with the 90 credit cap on majors. In line with other units, we unanimously agreed to give Physics two years to get their major/options into compliance. We let the department know we would be happy to help them brainstorm solutions and take questions on an on-going basis to try to make the task possible.

Physics (PHYS 1-1-5) Revised credential requirements for the Bachelor of Science degree in Physics:

Applied Physics

Background: The department has proposed the following non-substantive changes at the credential-level:

- Update requirement #1 to add PHYS 328
- Update requirement #2 to remove MATH 326, add MATH 334, MATH 335, MATH 336, and update MATH 207, MATH 208, MATH 209, MATH 224 (MATH 307 becomes MATH 207 effective AUT/2021; MATH 308 becomes MATH 208 effective AUT/2021; MATH 309 becomes MATH 209 effective AUT/2021; MATH 324 becomes MATH 224 effective AUT/2021). Addition of MATH 334, MATH 335, MATH 336 increases the credit range to 6-10 credits (was 6-8 credits).
- Update requirement #5 to change description from research to capstone; remove PHYS 485, PHYS 486, PHYS 487; add PHYS 401, PHYS 402, PHYS 403, PHYS 498; change credit requirement to 3-5 credits (was 3 credits) since ASTR 481 is a 5 credit course
- Update overall option specific credits to 34-43 credits (was 34-39 credits)

Action taken 04/16/2021: Some discussion ensued, no official comments.

Action taken 04/30/2021: Forwarded to FCAS, contingent upon department compliance acknowledgement requested in the program proposal for UG-PHYS-MAJOR.

Update 04/30/2021: The department has responded (see UG-PHYS-MAJOR).
SCAP Chair Notes: SCAP members discussed the Physics proposals and the impact of the 50-50 upper/lower division credits coupled with the 90 credit cap on majors. In line with other units, we unanimously agreed to give Physics two years to get their major/options into compliance. We let the department know we would be happy to help them brainstorm solutions and take questions on an on-going basis to try to make the task possible.

Physics (PHYS-2-1-5) Revised credential requirements for the Bachelor of Science degree in Physics: Biophysics

Background: The department has proposed the following non-substantive changes at the credential-level:

- Update requirement #2 to list course completion options; change credit range to 12-15 credits (was 15 credits), which changes the overall option specific credits to 48 to 56 credits (was 51-56 credits)
- Update requirement #4 to add CHEM 334, CHEM 335, CHEM 336, CHEM 454, CHEM 455, CHEM 456, BIOL 404 as course options; remove CHEM 457 as course options
- Update requirement #5 to change description from research to capstone; add PHYS 498 as course option

Action taken 04/16/2021: Some discussion ensued, no official comments.

Action taken 04/30/2021: Forwarded to FCAS, contingent upon department compliance acknowledgement requested in the program proposal for UG-PHYS-MAJOR.

Update 04/30/2021: The department has responded (see UG-PHYS-MAJOR).

SCAP Chair Notes: SCAP members discussed the Physics proposals and the impact of the 50-50 upper/lower division credits coupled with the 90 credit cap on majors. In line with other units, we unanimously agreed to give Physics two years to get their major/options into compliance. We let the department know we would be happy to help them brainstorm solutions and take questions on an on-going basis to try to make the task possible. This option is the most credits and the most impacted by the 50/50 upper/lower division credit guidelines.

Physics (PHYS-3-1-5) Revised credential requirements for the Bachelor of Science degree in Physics: Comprehensive Physics

Background: The department has proposed the following non-substantive changes at the credential-level:

- Update requirement #1 to add ASTR 323 as course option
- Update requirement #2 for to add MATH 334, MATH 335, MATH 336 as course options; update MATH 207, MATH 208, MATH 209, MATH 224 (MATH 307 becomes MATH 207 effective AUT/2021; MATH 308 becomes MATH 208 effective AUT/2021; MATH 309 becomes MATH 209 effective AUT/2021; MATH 324 becomes MATH 224 effective AUT/2021). Addition of MATH 334, MATH 335, MATH 336 increases the credit range to 3-5 credits (was 3-4 credits)
- Update requirement #5 to change description from research to capstone; remove PHYS 485, PHYS 486, PHYS 487; add PHYS 401, PHYS 402, PHYS 403, PHYS 498; change credit requirement to 3-5 credits (was 3 credits) since ASTR 481 is a 5 credit course
Physics (PHYS-4-1-5) Revised credential requirements for the Bachelor of Science degree in Physics: Teacher Preparation

Background: The department has proposed the following non-substantive changes at the credential-level:

- Update requirement #3 for to remove MATH 326; add MATH 334, MATH 335, MATH 336 as course options; update MATH 207, MATH 208, MATH 209, MATH 224 (MATH 307 becomes MATH 207 effective AUT/2021; MATH 308 becomes MATH 208 effective AUT/2021; MATH 309 becomes MATH 209 effective AUT/2021; MATH 324 becomes MATH 224 effective AUT/2021). Addition of MATH 334, MATH 335, MATH 336 increases the credit range to 3-5 credits (was 3-4 credits), which changes the overall option specific credits to 38-43 credits (was 38-42 credits)
- Update requirement #5 to change description from research to capstone; add PHYS 401, PHYS 402, PHYS 403 as course options

Action taken 04/16/2021: Some discussion ensued, no official comments.

Action taken 04/30/2021: Forwarded to FCAS, contingent upon department compliance acknowledgement requested in the program proposal for UG-PHYS-MAJOR.

Update 04/30/2021: The department has responded (see UG-PHYS-MAJOR).

SCAP Chair Notes: SCAP members discussed the Physics proposals and the impact of the 50-50 upper/lower division credits coupled with the 90 credit cap on majors. In line with other units, we unanimously agreed to give Physics two years to get their major/options into compliance. We let the department know we would be happy to help them brainstorm solutions and take questions on an on-going basis to try to make the task possible.

Information School (UG-INFO-MAJOR) Revised admission and program requirements and continuation policy change for the Informatics degree program

Background: The department has proposed the following non-substantive changes at the program-level
- Update admission requirements to remove existing writing requirement and add STAT 220 to list of accepted STAT curses
- Add CSE 163 as course option to requirement #2, which increases the credit range to 51-53 credits (was 52-53), and overall credits to 85-92 credits (was 86-92 credits)
- Revise continuation policy (see supporting documents section tracked changes and clean copy)

The proposed changes would apply to the credentials within the Informatics degree program of study.

- Bachelor of Science in Informatics degree
- Bachelor of Science in Informatics degree: Biomedical Health Informatics
- Bachelor of Science in Informatics degree: Data Science
- Bachelor of Science in Informatics degree: Human-Computer Interaction
- Bachelor of Science in Informatics degree: Information Architecture
- Bachelor of Science in Informatics degree: Information Assurance and Cybersecurity

Action taken 04/16/2021: SCAP observed that the proposed continuation policy changes include minimum grade requirements; however, these requirements are not listed in the catalog copy or encoded in DARS. A member of SCAP to contact the academic unit to discuss the proposed continuation policy.

Update 04/23/2021: The department has revised their proposed continuation policy (see supporting documents section of UW CM proposal).

Action taken 04/30/2021: Forwarded to FCAS

SCAP Chair Notes: A member of SCAP helped the I-School revise their continuation policy. After a second review, SCAP had no additional concerns and unanimously approved the proposal be forwarded to FCAS.

Non-Routine Business:

Drama (DRAMA-20201208C) Revised program requirements for the Bachelor of Arts degree in Drama

Background: The department is proposing to update program requirements by eliminating current requirement #2, and updating current requirement #3. In addition, the department is updating option requirements by adding more credit requirements for each one.

Action taken 03/05/2021: Forwarded to FCAS.

Action taken 03/12/2021: Approved by FCAS.

Update 04/20/2021: Posted to Tri-Campus, 0 comments received (p.6).

Action taken 04/30/2021: Forwarded to FCAS

SCAP Chair Notes: SCAP members had no additional comments and unanimously agreed to forward the proposal to FCAS.
**Drama (DRAMA-20201208D)** Revised requirements for the Performance Option within the Bachelor of Arts degree in Drama

Background: The department is proposing to update the option requirements by adding a new requirement and updating an existing requirement, which will increase the number of overall credits required for the option.

- **Action taken 03/05/2021:** Forwarded to FCAS.
- **Action taken 03/12/2021:** Approved by FCAS.
- **Update 04/20/2021:** Posted to Tri-Campus, 0 comments received (p.6).
- **Action taken 04/30/2021:** Forwarded to FCAS

**SCAP Chair Notes:** SCAP members had no additional comments and unanimously agreed to forward the proposal to FCAS.

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**Drama (DRAMA-20201208E)** Revised requirements for the Design Option within the Bachelor of Arts degree in Drama

Background: The department is proposing to update the option requirements by eliminating existing requirements and adding new requirements, which will increase the number of overall credits required for the option.

- **Action taken 03/05/2021:** Forwarded to FCAS.
- **Action taken 03/12/2021:** Approved by FCAS.
- **Update 04/20/2021:** Posted to Tri-Campus, 0 comments received (p.6).
- **Action taken 04/30/2021:** Forwarded to FCAS

**SCAP Chair Notes:** SCAP members had no additional comments and unanimously agreed to forward the proposal to FCAS.
Transfer Student Facts

- Transfer students make up almost ~20% of our undergraduate student body at UW Seattle Campus.
- Transfer students are a higher percentage URM, Veteran, Pell eligible, and First-Gen than our freshman start students.
- Transfer students bring diverse educational perspectives.
- Average college GPA of admits is 3.53.
- Mean UW GPA at graduation for transfer students is 3.34 compared to first-time first-year entrants at 3.32.
- Transfer students have a high completion rate (similar to freshman start students), but for those who do leave, they typically do so during the first two quarters.
# Transfer Major Admission Pathways Review

<table>
<thead>
<tr>
<th>Pathway Type</th>
<th>Admission Requirements</th>
<th>Admission Process</th>
<th>Major Admission</th>
<th>UW Commitment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Open (1)</td>
<td>No admission requirements</td>
<td></td>
<td>Student coded into major upon admission</td>
<td></td>
</tr>
<tr>
<td>Minimum (2)</td>
<td>Minimum requirements for admission</td>
<td>Student coded into pre-major at admission</td>
<td>Declares major once achieved min. requirements</td>
<td></td>
</tr>
<tr>
<td>Capacity Constrained - Direct (3)</td>
<td>Application process required for major admission</td>
<td>Student applies to major while also applying to UW</td>
<td>If admitted to UW and major, student coded into major upon admission</td>
<td></td>
</tr>
<tr>
<td>Capacity Constrained - Not Direct (4a and 4b)</td>
<td>Application process required for major admission</td>
<td>Student cannot apply to major before committing to UW</td>
<td>Student coded into pre-major at admission</td>
<td>Student applies to major once a student at UW</td>
</tr>
</tbody>
</table>
Why Direct to Major?

- Our policies and practices encourage/require transfer students to be major ready and declare a major quickly upon admission*, yet for students interested in non-direct, capacity-constrained majors, declaring a major quickly can be challenging.

- Increases certainty for applicants and allows them to make an informed choice

- Smooths transition by providing an academic home from the start and provides time and space for experiential learning opportunities (faculty-guided research, community service, study abroad, etc.), career preparation/navigation, minors, etc.

- Increases likelihood of timely graduation and helps to avoid financial aid and other funding challenges

- Simplifies admissions process

*Admission encourages major readiness and 90 credits complete, Satisfactory Progress Policy requires transfer students who come in with 90 credits to declare their major after their first or second quarter (note: this is not a requirement for running start freshman)
Common Challenges for Departments

- Current Admissions cycles don’t align with transfer application cycle
- Additional applications to review in Spring cycle, some of which may not receive general admission
- Prerequisites not offered at CCs or need to accept in progress coursework
- Admissions process privileges experience at UW

*Good news:* There are examples of current departments that offer direct and have overcome above barriers
Updates (19)

Moved or planning to move to direct:
- Math
- ACMS
- Education, Communities & Organizations
- International Studies
- Chemistry
- Biochemistry

Current discussions:
- Communication
- Psychology
- Architectural Design
- Architecture
- Economics
- Law, Societies, & Justice

Aware, but no discussion started:
- Biology
- Neuroscience
- Statistics
- Physics

Conversation not started:
- Astronomy
- Applied Mathematics (new)
- CFRM (new)

[Working Transfer Major Document]
Next Steps

Next Steps for Direct to Major Group:

- Continue current discussions
- Engage departments we have not yet been in touch with yet

Next Steps for FCAS:
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