

University of Washington
Faculty Council on Academic Standards

April 12, 2019
1:30 p.m. – 3:00 p.m.
Gerberding 142

Meeting Synopsis

1. Call to order
 2. Review minutes from March 8, 2019
 3. Chair's report
 4. Medical note issue
 5. Extra credit cap guidelines
 6. EE 391 conflict (cf. docs)
 7. SCAP report
 8. Good of the order
 9. 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 8, 2019

The minutes from March 8, 2019 were approved with revisions.

3. Chair's report

Stroup, the chair, mentioned that an Enrollment Management subgroup is assessing the utility of the application essay that first year students submit. The chair spoke with Brian Reed, Divisional Dean of Humanities, and he agreed to help facilitate an advisory group to evaluate application essays.

The chair informed the council that Physics and Astronomy have made a request to move toward competitive admissions. There was some discussion around the number of required physics courses within the Astronomy major. Phil Ballinger commented that in some cases departments have been prohibited from offering required courses for their majors outside their department (e.g. Oceanography and Chemistry). Ballinger offered that this kind of overlap this could be revisited and that this past policy should not be viewed as permanent/concrete. The council will continue to discuss this issue at future meetings.

The curriculum committee from the College of the Environment met with the chair to discuss FCAS syllabus guidelines. The curriculum committee members were specifically concerned with the language regarding medical excuse notes. The council discussed how to address pushback and how to promote the guidelines. The chair and the Registrar commented that they would try to publicize their guidelines without a Class C resolution.

The council reviewed the status of [SB 5166](#) which mandates that post-secondary institutions accommodate students who observe religious holidays/events. The current version of the bill can be found on the Washington State Legislature's website here:

<http://lawfilesexternal.wa.gov/biennium/2019-20/Pdf/Bills/Senate%20Passed%20Legislature/5166-S.PL.pdf>

4. Medical note issue

The chair asked the council how they wanted to create and publish best practices guidelines. The council discussed potential best practices. Examples of accommodations included:

- Make-up exams
- Drop the lowest exam/grade
- Deadline extension
- Alternative or longer assignments
- Alternative weighting (e.g. points on final are worth double)
- Incomplete if illness falls in the last two weeks of the quarter
- Take home exam with a student honor code statement

A member asked for clarification around how instructors could determine if a student's excuse is legitimate without a note from a medical provider. Members discussed that instructors are not prohibited from communicating with their students about absences.

5. Extra credit cap guidelines

The chair asked the council members for recommendations on percentage caps on extra credit. A member suggested up to 15 percent (matching the same cap on participation) that is offered to everyone. Other members suggested that faculty members should include reasoning/justification for giving extra credit. The council will continue to discuss this at future meetings.

6. EE 391 conflict (cf. docs)

The chair will check in with Electrical Engineering about their conflict with Math.

7. SCAP report

Routine business:

#1 – Landscape Architecture

The request is for revised program requirements for the Bachelor of Landscape Architecture degree.

The request was approved and forwarded for tri-campus review.

#2 – Neuroscience

The request is for revised program requirements for the Bachelor of Science degree in Neuroscience. The department is proposing to revise program requirements because of recent course changes.

The request was approved and forwarded for tri-campus review.

Non-routine business:

#3 – Applied and Computational Mathematical Sciences

The request is for revised requirements and name change for the Mathematical Economics and Quantitative Finance Option within the Bachelor of Science degree in Applied and Computational Mathematical Sciences.

The request is back from tri- campus, with no comments, and was approved by majority vote.

#4 – Drama

The request is for a new minor in Theatre Studies.

The request is back from tri- campus, with no comments, and was approved by majority vote.

#5 – English

The request is for revised admission and program requirements for the Bachelor of Arts degree in English.

The request is back from tri- campus, with 1 comment, and was approved by majority vote.

#6 – English

The request is for revised requirements for the Creative Writing Option within the Bachelor of Arts degree in English.

The request is back from tri- campus, with no comments, and was approved by majority vote.

#7 – Drama

The request is for a new minor in Design for Performance.

The request was approved and forwarded for tri-campus review.

#8 – Earth & Space Sciences

The request is for revised program requirements for the Bachelor of Arts degree in Earth & Space Sciences.

The request was approved and forwarded for tri-campus review.

8. Good of the order

Dan Ratner provided a brief SCAG update.

9. Adjourn

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

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

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

President's designee: Philip Ballinger

Ex-officio reps: Meera Roy, Conor Casey, Angelia Miranda, Jennifer Payne

Guests: Michaelann Jundt, Robert Corbett, Scott Fallgren, Helen Garrett

Absent: **Faculty:** Champak Chatterjee (Arts & Sciences), Zhi Lin (Arts & Sciences), Radhika Govindrajan (Arts & Sciences), Lynn Dietrich (Education), Mike Lockwood (Naval ROTC)

Ex-officio reps: Melissa Saiz-Matheny, Dan Feetham