

1). She explained those proposals take a great deal of time and effort to develop, and currently there is no written information concerning best practices or guidelines for development. She noted the final document is also intended to be used by SCAP and FCAS during review of proposals, to determine if information is missing, and generally to better and more uniformly evaluate proposals.

Stroup gave a brief description of the content of the document, explaining the Table of Contents highlights information that is to be included in future direct admission proposals. She clarified that the language in the final section of the document was developed by the Undergraduate Enrollment Taskforce, and may require some rewording in the final version.

There was some discussion. A member recommended preliminary language be inserted into the document pertaining to UW's status and mission as a public university. Another member noted such a statement likely exists within the introductory paragraph of the UW holistic review statement. It was noted the language would be considered for addition.

Stroup noted the Guidelines will be discussed again in a future meeting, at which time there may be some revisions for the document in relation to clarity and format.

Medical Excuse Note Policy

It was noted a draft of the previously-discussed Medical Excuse Notes Policy (currently being developed) is likely to be ready for FCAS review by the end of the quarter.

Areas of Knowledge

A member explained the effort on behalf of FCAS members to develop language for UW's Areas of Knowledge is ongoing.

Best practices for syllabi

A member noted FCAS Best Practices for Syllabi are also currently under development.

4) SCAP report

Routine Business

#1 – Construction Management

The request is for revised program requirements for the dual-degree program leading to the Bachelor of Arts degree in Architectural Design and the Bachelor of Science degree in Construction Management.

#2 – Construction Management

The request is for revised program requirements for the Bachelor of Science degree in Construction Management.

#3 – Construction Management

The request is for revised program requirements for the Minor in Construction Management.

The requests were noted to be interrelated; the department is proposing modifying credits for courses and creating a lab course. The requests were approved by majority vote of members.

Non-Routine Business

#1 – Statistics

The request is for a new Option in Data Science within the Bachelor of Science degree in Statistics.

Shores explained SCAP requested additional justification and statistics supporting the 2.5 cumulative GPA and 2.0 minimum grade requirement for all courses in the Option, which was sent by the department and accepted (justification included preparing students for graduate studies). The department also included signatures from potentially affected departments.

The request was approved by majority vote of members.

5) Good of the order

Update on Interdisciplinary Concentrations

Stroup noted two Interdisciplinary Minors are being developed in the subjects of “Pre-health Studies” and “Leadership,” reminding members the idea came out of FCAS’ Class B legislation (never formerly deliberated by the Faculty Senate) on Interdisciplinary Concentrations. The Pre-health Studies Interdisciplinary Minor was noted to potentially be significantly larger (in relation to credit requirements) than the current university standard.

Following some discussion, Stroup concluded the drafter of the Pre-health Studies Minor would be asked to join a future FCAS meeting as a guest to garner feedback from members.

6) Adjourn

Stroup adjourned the meeting at 3:00 p.m.

Minutes by Joey Burgess, jmbg@uw.edu, council support analyst

Present: **Faculty:** Phil Brock (Arts & Sciences), Dan Ratner (Engineering), D. Shores (Business), Sarah Stroup (Arts & Sciences) (chair), Lynn Dietrich (Education), John Sahr (Engineering), Ann Huppert (Built Environments), Zhi Lin (Arts & Sciences), Mike Lockwood (Naval ROTC)
Ex-officio reps: Jennifer Payne, Navid Azodi, Robin Neal, Meera Roy

President's designee: Philip Ballinger

Guests: Janice DeCosmo, Robert Corbett, Helen Garrett, Emily Leggio, Tina Miller

Absent:

Faculty: Daniel Enquobahrie (Public Health), Champak Chatterjee (Arts & Sciences), Radhika Govindrajan (Arts & Sciences)

Ex-officio reps: Conor Casey, Louie Tan Vital

Exhibits

Exhibit 1 – FCAS GUIDELINES ON PROPOSALS (DRAFT).doc

FCAS GUIDELINES ON PROPOSALS FOR FRESHMAN DIRECT ADMISSION TO COLLEGE, SCHOOL, OR MAJOR:

All Units proposing Freshman Direct Admission to a College, School, or Major should include the following in their proposal:

- A) **1503 Form**, w/ rationale (a brief paragraph is appropriate here; details can be provided in the Proposal proper) and proposed catalogue copy.

- B) **Proposal**, including (in this order, and as applies)

Preface with Table of Contents

- a. General Overview of proposed change in admissions procedure
- b. Relationship of proposed change to the mission of the College, School, or Department *and* the UW Seattle as a whole; include discussion of how the major may affect any other units on campus
- c. Demand for new or changed admissions procedure
- d. Relationships of proposed change to Other Campuses (or Colleges, Universities), if such exist
- e. Curriculum
 - i. Gen Ed. Requirements
 - ii. Admissions Requirements and process
 - iii. Program Requirements, core courses, electives
 - iv. Continuation Policy
- f. Transfer Students—general policies
- g. Faculty Governance—how will faculty oversee the major
- h. Students Services—administrative home, services such as libraries, advising, and outreach
- i. Transition Plan—if necessary
- j. Accreditation—if necessary
- k. Student Learning Outcomes and Assessment
- l. Program Assessment and Monitoring.

Appendices as Needed

In Addition:

- 1. All proposals for freshman direct admission to College / School / Division / Major must include provision for:
 - a. Transfer Student Admission and
 - b. Admissions of UWS students who were not directly admitted as freshmen

2. A currently enrolled UWS undergraduate student who wishes to change their College / School / Division / Major does not need to reapply to UWS. Acceptance to the other College / School / Division / Major is sufficient to make the change.

3. Colleges / Schools / Divisions / Majors will provide assistance for students who choose or are required to leave a program.