

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

May 26<sup>th</sup>, 2017  
1:30pm – 3:00pm  
Gerberding 26

**Meeting Synopsis:**

1. Call to order
  2. Review of minutes from May 12<sup>th</sup>, 2017
  3. Chair's report
  4. SCAP report
  5. Good of the order
  6. Adjourn
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**1) Call to order**

Ratner called the meeting to order at 1:30 p.m.

**2) Review of minutes from May 12<sup>th</sup>, 2017**

The minutes from May 12<sup>th</sup>, 2017 were approved as amended.

**3) Chair's report**

*New ASUW student representative*

Navid Azodi was introduced. Azodi was elected to the position of Director of Academic and Administrative Affairs within the Associated Student of the University of Washington (ASUW) and plans to serve on FCAS during academic year 2017-2018 as the ASUW representative.

*New advisory body to FCAS*

Ratner explained he and Stroup met with Zoe Barsness (Chair, Faculty Senate), Thaisa Way (Vice Chair, Faculty Senate), and Mike Townsend (Secretary of the Faculty, Faculty Senate & Governance Office) to discuss the influx of issues/SCAP items that relate to departmental resources. The group decided that a joint FCAS/SCPB (Senate Committee on Planning and Budgeting) committee should be formed to act as an advisory to FCAS on topics believed to be outside of the council's scope (academic standards). Ratner explained he would update the council as development of the advisory committee continues.

*Math minor suspension*

The Department of Mathematics has indicated it does not have the capacity to revise the Mathematics minor and continue serving students in the minor program, which was one recommended alternative to temporary suspension of the minor. The College of Arts and Sciences will be asked to help with the matter.

#### **4) SCAP report**

##### **Old Non-Routine Business**

###### **#1 – Law, Societies, and Justice**

The request is for revised admission requirements for the Bachelor of Arts degree in Law, Societies, and Justice to increase the number of required departmental prerequisite courses from one to two.

###### **#2 – Mathematics**

The request is for revised requirements for the Bachelor of Arts degree in Mathematics to specify that three of the eight required elective courses are to be taken at the 400-level.

###### **#3 – Germanics**

The request is for elimination of the minor in German Linguistics. The Curriculum Office has sent the department information regarding RCEPs (Reorganization, Consolidation, and Elimination Procedures).

There was some discussion of increases in required prerequisite courses for various programs. It was noted departments rarely request reduction in the number of prerequisite courses.

It was noted the three above items were sent out for tri-campus review and received no comments.

The requests were approved by majority vote of council members.

#### **5) Good of the order**

##### *FCAS Policy on Majors/ Policy on Minors / Policy on Options*

The council discussed a revision to be made to the FCAS Policy on Majors, Policy on Minors, and Policy on Options, to include a new point stating: “majors should require a substantial number of credits in each area reflected in the title of the major”(Exhibit 1) (Exhibit 2) (Exhibit 3). The revised Policies were approved as amended by majority vote.

##### *Number of credits required for majors*

There was discussion of point #1 within the FCAS Policy on Majors, which states: “a major should consist of between 50 and 90 credits.” It was noted FCAS should take a more active role in evaluating the number of UW majors that exceed this credit range, as well as the number of majors on the higher end of the spectrum. A member noted he believes the current trend is to increase the amount of credits required for majors. Azodi agreed, explaining that a higher number of required credits makes it more difficult for students to take and complete necessary internships. DeCosmo mentioned an analysis of past SCAP Reports might surface trends. Ratner agreed an evaluation should take place and the conversation be continued during academic year 2017-2018. There was a mention of intersection of the topic with the Enrollment Management Taskforce.

##### *Revisions to tri-campus review*

Robert Corbett (Coordinator of New Programs, Undergraduate Academic Affairs) explained the Faculty Council on Tri-Campus Policy (FCTCP) has recommended revisions to the tri-campus review process, which include removing the body's administrative review from the process, and adding a Stage 0 that includes a Notice of Proposal (NOP). The change will require approval from the President. He explained Stage 0 would occur before the proposal is vetted by SCAP, and there will still be opportunity for tri-campus comments to be submitted as part of tri-campus review. Corbett noted his hope is that NOPs also be sent to groups external to the UW, such as community colleges.

## 6) Adjourn

Ratner adjourned the meeting at 2:06 p.m.

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

**Present:**           **Faculty:** Mark Johnson (Navy ROTC), Dan Ratner (Engineering) (Chair), D. Shores (Business), John Sahr (Engineering), Ann Huppert (Built Environments), Lynn Dietrich (Education)

**Ex-officio reps:** Jennifer Payne, Donna Sharpe

**President's designee:** Philip Ballinger

**Guests:** Janice DeCosmo, Robert Corbett, Emily Leggio, Helen Garrett, Scott Fallgren

**Absent:**           **Faculty:** Sarah Stroup (Arts & Sciences), Daniel Enquobahrie (Public Health), Phil Brock (Arts & Sciences), Patricia Kramer (Arts & Sciences), Champak Chatterjee (Arts & Sciences), Matthew Taylor (Arts & Sciences)

**Ex-officio reps:** Conor Casey, Jayda Greco, Kaitlyn Zhou, Meera Roy

### Exhibits

Exhibit 1 – Major requirements.doc

Exhibit 2 – Minor requirements.doc

Exhibit 3 – Option requirements.doc

**Majors** provide the focus of an undergraduate program, indicate what students have specialized in during their academic career, and provide opportunities for students to engage deeply in an academic area as a complement to the short term experiences of general education and self-chosen electives. The content and specificity of courses for a major may differ: a program may admit students once a year to pursue a shared curriculum as a cohort or may admit year round with a core of as few as 20 credits. Courses for a major may be required from departments outside the home department. Below are basic policies for a new major. Exceptions to these policies require justification.

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:
  - a. Open Admission: Matriculated students in good academic standing are admitted at any time.
  - b. 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.
  - c. 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 groups, and courses in any given group 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. in departmentalized or programmatic majors by a set of courses within that offering unit.
  - b. 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.
8. Majors and degrees that are competitive or admit students directly as freshmen must include a continuation policy that is no more restrictive than the requirements to graduate from the major.
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.

**Minors** are coherent courses of study at the undergraduate level consisting of 25-35 credits. Students are not allowed to receive a minor and a major within the same field of study. Coursework in minors is not limited to a single department or program. Minors may be interdisciplinary and they may include courses on all three campuses. Such interdisciplinary and tri-campus minors require an administrative home with advising support on each campus that they are offered. Typically, interdisciplinary minors have an advisory group of faculty who determine appropriate courses for inclusion.

Below are the formal policies that FCAS has adopted for regular minors, interdisciplinary minors and competitive minors:

#### **A. Unit/Departmental Minors**

1. 25-35 credits
2. [Minors should require a substantial number of credits in each area reflected in the title of the minor.](#)
3. A minimum of 50% or 15 credits, whichever is greater, of 300/400 level courses.
4. A student cannot receive a minor in their major. \* (see Interdisciplinary Minors)
5. A minimum of 50% or 15 credits, whichever is greater, must be completed in residence at the UW campus granting the minor.
6. Minors may request a minimum cumulative 2.0 GPA for courses applied to the minor; higher grade and GPA requirements are subject to additional review.
7. Courses taken Satisfactory/Not Satisfactory will not be counted toward a minor.
8. Students must declare a major and have completed a minimum of 45 credits before declaring a minor.
9. Students must have the advisor in their major sign minor declaration paperwork in order to ensure that students meet university satisfactory progress requirements.
10. Generally, minors are open to students in good standing at the university.

#### **B. Interdisciplinary Minors**

Interdisciplinary minors are minors that are composed of courses and content which come from more than one area of study.

Interdisciplinary minors were created because students are not allowed to minor in their major, but at times the content overlap between the major and an Interdisciplinary minor is unavoidable. To ensure that students are satisfying the intention of the rule disallowing a student to minor in their major, FCAS created the following policy.

1. Interdisciplinary minors must require that 60% of the coursework applied to the minor is taken outside of the student's major(s) requirements. This means these classes may not apply both to the satisfying major(s) requirements and interdisciplinary minor requirements. Note: These credits can count towards the 180 credits required for graduation.
2. The minor should require some type of Capstone/Colloquium /Seminar/Cumulating experience.

#### **C. Competitive Minors**

It is strongly encouraged that Minors be open, as they are intended to be flexible introductions to a field. Should a department request a competitive minor, the department takes on the following responsibilities for students admitted to the minor:

1. The department must provide the student with access to the department advisors.
2. The department must have a continuation policy in place for students in the minor.

**Options** are undergraduate academic programs that overlap with at least 50% of the credits of an existing major within a department or program and typically allow students to specialize within a major. Like majors, they are transcribed. All coursework required for the option, including upper and lower division courses, may be counted within the 50%. Departments may recognize their own areas of emphasis within degree programs as an aid to advising, but only formally approved options are transcribed.

Below are the formal policies FCAS has adopted for options:

1. A program may offer a standard major with options that a student may choose. (For example, a student can earn a BA in Anthropology or a BA in Anthropology with an option in Archaeological Sciences.) Alternatively, a program may require every student to choose one of several options. (For example, students in the Applied and Computational Mathematical Sciences program must choose an option when they declare the major.)
2. Each option within a major, including the standard major, must share at least a 50% common core. "Common core" courses represent the essential curricular content that all students in a major are expected to master, and should provide a substantial foundation for further work in the major.
3. The number of total credits for an option should differ by no more than 10 credits from any other option in the major, including the standard major.
4. Options should require a substantial number of credits in each area reflected in the title of the option.
5. Open and minimum admission requirement majors may have competitive options as long as a non-competitive alternative is available.
6. Programs offering options may limit the number of options for which a student may enroll within that program.
7. Each option offered within a degree program must be distinct.