

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

January 20, 2017  
1:30pm – 3:00pm  
Gerberding 142

**Meeting Synopsis:**

1. Call to order
  2. Review of minutes from January 6th, 2017
  3. Chair's report
  4. SCAP report
  5. Art / Design Issue
  6. X designation term limits
  7. College of Engineering Proposal
  8. Good of the order
  9. Adjourn
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**1) Call to order**

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

**2) Review of minutes from January 6th, 2017**

The minutes from January 6<sup>th</sup>, 2017 were approved as amended.

**3) Chair's report**

Stroup reported the Provost has charged the Senate Committee on Planning and Budgeting (SCPB) to review issues surrounding course duplication and recommend revisions for the Activity-based Budgeting (ABB) model. She noted she met with chair of that body, Paul Hopkins, who asked that FCAS weigh in on the issue. She explained this item will be a future task for the council. There was some brief discussion of a recent example of the course duplication issue after a question.

**4) SCAP report**

***Old Non-Routine Business***

**#1 – Information School**

The proposal is for an open Minor in Informatics.

The request was approved by the majority vote of the council.

**#2 – Comparative Literature, Cinema and Media**

The request is for a new Bachelor of Arts degree in Cinema and Media Studies. The new major is planned to begin under a minimum requirements admission model.

The request was approved by a majority vote of the council.

***New Non-Routine Business***

**#1 – Foster School of Business**

The request is for revised requirements for the Option in Marketing within the Bachelor of Arts in Business Administration degree to add two specializations within the Option. The change will not be transcriptable. It was noted the request may relate to degree audit coding, though the council did not fully understand the rationale for the change.

After some brief discussion, it was decided SCAP would consult with the Foster School of Business on their rationale for the request.

**#2 – Foster School of Business**

The request is for revised requirements for the Minor in Entrepreneurship to add an alternative course and reduce the total required number of credits for completion from 31 to 29.

The request was approved by majority vote of the council.

**#3 – Chemistry**

**#4 – Chemistry**

**#5 – Biochemistry**

The requests are for revised admission requirements for the Bachelor of Arts degree in Chemistry, Bachelor of Science degree in Chemistry, and Bachelor of Arts and Bachelor of Science degree in Biochemistry.

The department would like to remove AP Chemistry from their direct admission requirements as an applicant's Advanced Placement (AP) test score is typically not available until after most freshmen have received their admission offers.

The requests were approved by majority vote of the council.

**5) Art / Design Issue**

In order to be eligible to apply to the Design program, UW freshman must take DESIGN 166 (Design Foundations). All students who receive a 3.7 or above in DESIGN 166 are automatically accepted into the Design major beginning the following autumn quarter. Students who receive less than a 3.7 may participate in the annual UW Design Entrance Workshop in June. The workshop costs \$20 and partially dictates if an applicant is accepted into the program.

Members of SCAP had an issue with this workshop being offered once per year and not during a regular academic quarter, the 3.7 standard in DESIGN 166 (for automatic entry into the program), and that the application to the workshop also requires a personal resume with high school name/location, a photograph, paid work history, and other pieces of information.

There was some interest in assessing if similar admission policies are used at the university on a wider scale. Members noted the Enrollment Management Taskforce might conduct the assessment. There was also interest in finding out when the policy was approved within a 1503, and if any element of the admission method is explicitly against university policy.

There was some more discussion. Stroup noted the item would return to the council in a future meeting.

## **6) X designation term limits**

A former UW student from the 1980s returned to the university with several X grades on their transcript.

An “X” is given by an instructor for a student if for whatever reason the student’s grade is not available when the grades for the class are submitted. The student does not receive credit for the course until a numerical grade is turned in. If an instructor has not turned in any grade by the time grade reports are printed, an “X” will be recorded until the grade is submitted. If the instructor never turns in a grade, the X remains on the transcript. The GPA is not affected and no credit is granted (UW Undergraduate Advising Website).

Stroup noted currently, there are no term limits on the X designation and questioned if this should be built into a policy. Kramer noted if a limit is placed on X grades, a notification should be sent to UW faculty members. Tina Miller (Senior Associate Registrar and Chief Residency Officer, Office of the University Registrar) noted they do track these records in the Office of the Registrar.

The council was interested in developing a policy. The policy is located in Scholastic Regulations Chapter 110. A member noted the incomplete designation (I) presents a potential parallel term limit (one year) that could be applied to X grades.

Helen Garrett (University Registrar, Office of the Registrar) noted the registrar’s office would be happy to help with developing language for scholastic regulations (Class B legislation).

## **7) College of Engineering Proposal**

Stroup noted she received a brief letter from Bob Stacey (Dean, College of Arts & Sciences) relating to a request for information from the last meeting (Exhibit 1).

The College of Engineering (CoE) responded to the questions the council posed in the last meeting relating to the 1503 requesting direct-to-college (DTC) admissions in a letter (Exhibit 2). Stroup noted the college agreed to essentially all of the terms, including section additions and reorganizations. The council went through the document and read the responses.

It was noted no appendix is actually needed in response #7. Only a single sentence need be added stating how common the practice of direct-to college admissions is (specifically for engineering programs) at other universities.

It was noted SCAP reviewed individual CoE departmental 1503s relating to direct-to-college admissions in spring of 2016 and found them not to be consistent enough (with each other) in their language. Stroup noted the departmental 1503s will follow for review after approval for the college 1503 is given.

A member noted she believes the 1503 is very close to being ready to be voted on by FCAS. It was noted the council has asked programs to provide a three year report on how programmatic changes have gone in the past, and it may make sense to request a similar report from CoE to be returned to FCAS in three years' time. Council members generally agreed this to be a good idea.

A member noted she would also like to ask that a demographic breakdown of transfer students be added to the things listed to be tracked on page 13 of the 1503.

After some discussion, a motion was made "that the College of Engineering 1503 be approved by the council for 50% DTC admissions." The council approved the motion by majority vote.

## 8) Good of the order

Kramer noted in a future FCAS meeting she would like to discuss a potential change to student regulations that creates a new category of credential. The potential title of the credential is "Interdisciplinary Concentration," though the exact title is up for deliberation. It would be made up of a collection of courses that when combined constitute a credentialing purpose. There was some discussion of the rationale for adding the new credential. It was noted because it would be transcriptable, it could aid students in entering graduate or professional programs, medical school, etc. Some potential examples were given, including a credential in "International Study, Leadership, or Research."

The change would follow the same approval process as Majors, Minors, and Options. It was noted one rationale for the change is that a Minor would not serve the same purpose as the potential new credential.

## 9) Adjourn

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

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

**Present:** **Faculty:** Mark Johnson, Patricia Kramer, Dan Ratner, D. Shores, Sarah Stroup (chair), Lynn Dietrich, John Sahr, Matthew Taylor,  
**Ex-officio reps:** Jennifer Payne, Jayda Greco, Kaitlyn Zhou, Donna Sharpe  
**President's designee:** Phil Ballinger  
**Guests:** Helen Garrett, Tina Miller, Eli McMeen, Ryan Carlin, Janice DeCosmo, Robert Corbett

**Absent:** **Faculty:** Phil Brock, Daniel Enquobahrie, Champak Chatterjee, Ann Huppert  
**Ex-officio reps:** Meera Roy

### Exhibits

Exhibit 1 – revisedletter\_deanstacey\_fcas\_winter2017

Exhibit 2 – FCAS Feedback CoE responses\_winter2017

Dear Sarah,

I'm happy to provide the requested sentence; or, with permission, two sentences, as below.

Arts and Sciences has always provided a home for undergraduate students who withdraw from academic programs in other UW School and Colleges. We are happy to continue doing so for students who are Directly Admitted into the College of Engineering but who later decide, for whatever reason, to withdraw from the Engineering program.

With best wishes,

Robert Stacey, Dean  
College of Arts and Sciences

## 6.1.2017 FCAS FEEDBACK, REQUESTS, QUESTIONS

### COE RESPONSES RECEIVED 18.1.2017; SEE BELOW. —SCS

#### REQUESTED ADDITIONS / CHANGES / CLARIFICATIONS

1. 1503 Form (i.e., not the Rationale), under “**Continuation Policy for Engineering Undeclared Students**”: request for clarification on the use of “complete”—does this mean “the quarter just finished” or “the current quarter?”

[“Complete” is referring to the quarter just finished.](#)

2. 1503 Rationale (henceforth 1503R), PAGE 5 (E.i), para one: Request to add “cumulative” to every instance of GPA throughout this paragraph to avoid confusion

[The addition will be made.](#)

3. 1503R, PAGE 7 (E.ii: **Transfer Applicants**): Due to concern over an unintended delay in Spring Quarter admission for these students, FCAS has requested an addition of language along the lines of:

“Any prerequisites required in the Spring Quarter of the sophomore year may be in progress. Students who are enrolled in Spring Quarter may be admitted contingent upon successful completion of these courses. “

[The approach used to address this issue is the same as the one used by Business, which also has an April 5 deadline. The approach is to specify a set of courses that must be complete prior to the application deadline \(i.e. by the end of winter quarter\) and additional courses that must be complete prior to beginning the program in autumn quarter. Below is the section of the Civil Engineering 1503 for transfer and non-DTC students:](#)

1. [Admission is for autumn quarter only. The department application deadline is April 5.](#)
2. [Minimum course requirements for application: MATH 124, MATH 125, MATH 126; CHEM 142; PHYS 121, PHYS 122; AA 210; 5 credits of English Composition. All courses must be completed prior to the April 5 application deadline. In addition, the following courses must](#)

be completed with minimum grades of 2.0 prior to the autumn quarter – MATH 308; CEE 220; ME 230.

3. A minimum of 60 credits completed by the April 5 application deadline.
4. Grade requirements: To be considered for admission, each course required for application must be completed with a minimum grade of 2.0 and a minimum 2.50 cumulative GPA in the courses required for application.

Students are encouraged to also complete the following courses prior to the autumn quarter – MATH 307, CHEM 152; PHYS 123, and either AMATH 301 or CSE 142.

We can add a description of this into the DTC proposal or add language similar to that suggested by Janice DeCosmo.

[JD's suggested language:

For most departments, course prerequisites for admission to the majors will remain unchanged from the current upper/regular admission requirements. For transfer applicants, prerequisite courses in progress at the time of application (spring quarter for the April 5 deadline and winter quarter for the January 15 deadline) will be included in evaluation for admission to majors. Program admission may be contingent upon successful completion of these courses. Several departments are proposing minor changes to their requirements.... ]

4. 1503R, PAGE 9 (G: **“Support and Student Services”**): Due to concern over support services for transfer students (and, presumably, interest changers), FCAS has requested the addition of a statement outlining the support services available such students. My understanding based on the meeting is that such support occurs at the department level, as seems appropriate. Perhaps you might rename “G” **“Support and Student Services,”** with subcategories **“i. DTC Students”** (containing everything you have at present) and then adding **“ii. Transfer students and Interest Changers”** with a *brief paragraph* about cohort support within individual departments.

Your understanding is correct; transfer students admitted directly to departments receive support at the department level. They do participate in the First-Year Programs transfer student orientation, but additional support is provided by the departments. The proposed modifications to section “G” of the 1503R will be made.

5. 1503R, PAGE 12 (**H: “Transition Plan”**): It was requested that the sentence at the bottom of Table 2 be amended:

“Transfer students – the plan is to transition to the April 5 application deadline for transfer applicants for the autumn 2018 admission cycle with appropriate notice having been given to statewide bodies and colleges.”

Actually, this should be autumn 2019 not autumn 2018. The year wasn’t updated when the overall proposal was moved back a year. The additional language can be added as well.

6. Request for information on what support will be provided to non-DtC UW students who become interested in Engineering (i.e., potential “Interest Changers”).

In my opinion, I would insert a brief third section at “**G. Outreach,**” which should be “**Current UW Seattle students.**” I think this can be brief.

As a related concern, will any of the DtC undergrad classes be available to non DtC students to explore possible interests? Will, for example, the ENG 101 be open to non-DtC students?

Undergraduate Academic Advising and EOP advising will be the default offices for advising Non-DTC students. COE college and departmental advising offices will be serve non-DTC students interested in engineering. However, priority for services will be for declared engineering majors and Engineering Undeclared students. Similarly, it is expected that there will be space available for non-DTC students to take freshman and sophomore engineering courses. Depending on demand, it may be necessary to give registration priority to engineering students. Finally, there are a variety of engagement/exploration activities offered to freshman and sophomores many of which can be extended to non-DTC students. Given the smaller DTC cohort size, the College will need to attract a significant number of interest changers. We can add language to the proposal discussing services for non-DTC students

7. Request for an added Appendix. One FCAS member requested an Appendix listing other universities that use a direct to college model for Engineering, something along the lines of:

“Appendix A provides...; Appendix B provides a list of X universities already successfully using a Direct to College model for their Colleges of Engineering.”

If necessary, an appendix can be added. Here is a partial list – Arizona, Colorado, Duke, Michigan, Minnesota, Ohio State, Pittsburg, Purdue, Rutgers, Utah.

## QUESTION

Question: can a student with considerable Running Start credit (e.g.) place into an Engineering dept. in the WI of her first year? 1503R PAGE 5 reads:

*The process for placing Engineering Undeclared students into majors will occur twice per year, in the summer (July 1 deadline) and in early winter (January 15 deadline). The goal is for at least 50% to 60% of the students to be placed during the summer following their freshman year with the large majority of the remaining students placed during the winter of their second year. The final point of placement will be the summer following the second year.*

The College of Engineering Council on Educational Policy had an extensive discussion of this question and decided not to include a College-wide requirement that students had to be enrolled at the UW for one year prior to placement into a department. Some departments were supportive of a one-year requirement while others were reluctant to impose it across the board. In BioE and ChemE, for example, the department curriculum begins in the spring. Running Start DTC students would need to be placed into the department in the winter of their first year in order to complete the program in 3 years. **While there aren't large numbers of these students, we do see students who have planned their Running Start course work with the intent of graduating in less than 4 years.**

The College and departments will monitor the number of DTC students requesting placement in the winter of their first year. Depending on the number and resulting impacts, adding a one-year requirement prior to placement will be reconsidered.

FINALLY—

At Friday's meeting the status of these 1503s came up—how close are we to being able to submit them to SCAP?

I recall that last AU one of the biggest issues was a lack of consistency in language, etc., across the group. Have these been coming along? Again, the easiest way to get these passed through quickly will be if they are as consistent as possible (and, of course, in complete agreement w/

the placement description in the main 1503).

Initial versions of the department 1503s were submitted late last spring but I don't believe they were reviewed by SCAP. The catalog content of the proposals is unchanged. We need to revise the explanation and rationale sections for consistency and then run it by the departments for a final review. We should be able to get a revised packet to FCAS by early to mid-February.

[N.B.: I have seen a draft of the new dept'l 1503 language, and I think it looks fairly good. As above, they should move through SCAP shortly, so we can look at them by mid Feb. —SCS]

## Subcommittee on Admissions and Programs (SCAP) Report

1:30-3:00 p.m.

January 13, Gerberding 026

### Old Non-Routine Business:

#### **Information School – ([INFO-20161130](#)) Minor in Informatics**

Background: The Information School has revised their initial proposal for a minimum requirement minor ([INFO-20160331](#)), as well as their second proposal for a competitive minor ([INFO-20160527](#)), and is now proposing an open minor in Informatics. The minor will consist of 32 credits.

Action taken 12/09/2016: Some discussion ensued, no official comments at this time.

Action taken 01/13/2017: Approved and forwarded to FCAS.

#### **Comparative Literature, Cinema and Media - ([C LIT-20151221B](#)) New Bachelor of Arts degree in Cinema and Media Studies.**

Background: The Comparative Literature, Cinema and Media Studies department proposes a new major in Cinema and Media Studies under a minimum requirement admission model. New courses and prefix change request have been submitted and will be reviewed during the April 19th UWCC meeting.

Action Taken 04/08/2016: SCAP requested that the department contact the School of Interdisciplinary Arts and Sciences at UW Tacoma, as they offer a Film and Media track within their Arts, Media, and Culture major, and also include information regarding other places within the state that comparable curriculum can be found (i.e., programs at other Colleges and Universities in the state). They also requested that the department provide the appropriate sign offs from the non-CMS departments whose courses are included on the proposal. Concern regarding the lack of shared experience in the major also arose.

Update 05/17/2016: The department provided a response, see attached.

Action Taken 05/20/16: SCAP requested official OK from Tacoma before this program can be approved.

Update 06/01/2016: David Coon (vice-chair of the division of Culture, Arts and Communication 2016/17) has sent an e-mail stating he doesn't see any issue but will seek Chris Demaske's (chair of the division of Culture, Arts and Communication) official approval.

Action taken 06/03/2016: SCAP Approved and forwarded to FCAS

Update 11/14/2016: Posted for Tri-Campus review, no comments.

Action taken 01/13/2017: Approved and forwarded to FCAS.

### **New Non-Routine Business:**

**Foster School of Business** – ([BUSAD-20161103](#)) Revised requirements for the option in Marketing within the Bachelor of Arts in Business Administration degree.

Background: The School of Business would like to add two specializations within the option in Marketing. We have reached out to the department to ensure they are aware the specializations would not appear on the student's transcript.

Action taken 01/13/2017: Approved and forwarded to FCAS.

**Foster School of Business** – ([ENTRE-20161107](#)) Revised requirements for the minor in Entrepreneurship.

Background: The School of Business would like to add an alternative course to their minor requirements, and would also like to reduce the total number of credits required to complete the minor from 31 to 29 credits. This would give students additional flexibility to take electives which now vary from 2 to 4 credits.

Action taken 01/13/2017: Approved and forwarded to FCAS.

**Chemistry** – ([CHEM-20161024A](#)) Revised admission requirements for the Bachelor of Arts degree in Chemistry.

Background: The department would like to remove AP Chemistry from their direct admission requirements as the AP score is typically not sent until after most freshmen have received their admission offers.

Action taken 01/13/2017: Approved and forwarded to FCAS.

**Chemistry** – ([CHEM-20161024B](#)) Revised admission requirements for the Bachelor of Science degree in Chemistry.

Background: The department would like to remove AP Chemistry from their direct admission requirements as the AP score is typically not sent until after most freshmen have received their admission offers.

Action taken 01/13/2017: Approved and forwarded to FCAS.

**Biochemistry** – ([BIOC-20161024](#)) Revised admission requirements for the Bachelor of Arts and Bachelor of Science degree in Biochemistry.

Background: The department would like to remove AP Chemistry from their direct admission requirements as the AP score is typically not sent until after most freshmen have received their admission offers.

Action taken 01/13/2017: Approved and forwarded to FCAS.