

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

November 18th, 2016

1:30pm – 3:00pm

Gerberding 142

Meeting Synopsis:

1. Call to order
 2. Review of the minutes from October 28th, 2016
 3. SCAP report
 4. Revised FCAS policies
 5. Changes to scholastic regulations
 6. Good of the order
 7. Adjourn
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1) Call to order

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

2) Review of the minutes from October 28th, 2016

The minutes from October 28th, 2016 were approved as amended.

3) SCAP report

Old Non-Routine Business

#1 - Information School

Stroup reported members of the I-School will attend the next SCAP meeting in order to make their case for approval of a Minor in Informatics with minimum requirements for admission, as SCAP voted down the proposal being there is no category for minimum requirement minors currently.

Stroup explained FCAS has historically agreed that competitive minors are not in the best interest of the university. She mentioned the newly-created Enrollment Management Taskforce is looking into competitive designations for majors at the UW, and competitive minors should not be proliferated while this investigation is ongoing. She noted there are currently some ideas for helping the department deal with issues with Informatics minor.

The request is held.

#2 - Construction Management

The department has submitted a request for a Minor in Construction Management that includes admission requirements made up of a prerequisite course and a required minimum 2.5 cumulative GPA to earn the minor.

SCAP had concerns over access to the minor given the admission requirements, and requested further information about the student population the minor seeks to serve. Additionally, SCAP requested information about how transfer students will be incorporated into the minor, and if the courses required for admission are available at community colleges.

A member explained the number of available slots in a major is determined by the department and reviewed by the college dean. There was some discussion of this capacity amount. Zhou suggested perhaps there may be another way to reflect a student's interest and study in certain academic areas on their transcript (other than a minor). It was noted if a minor is started open, the department would have the benefit of seeing the extent of interest and then have data to back it up. It was noted perhaps SCAP could begin asking for evidence of capacity for minors.

The request is held.

New Routine Business

#1 – Sociology

The Bachelor of Arts degree in Sociology was revised to add alternative courses for SOC 494.

The request was approved by majority vote.

4) Revised FCAS policies (Exhibit 1) (Exhibit 2)

Revised Policy on Options

The Policy on Options was discussed by the council, as it was revised to add point #6: "a student cannot receive an Option in the same area of focus as their major" (Exhibit 1).

It was noted the language of the policy is unclear. There was discussion of how to add clarity, given the nuanced nature of the policy. Language was developed. It was decided an example should not be given in the policy document, as the policy is intended to be interpreted.

There is a link to a "sample transcript" in the document that has expired. Garrett (University Registrar) noted she would provide a new link to the correct resource, to be incorporated into the document outside of the meeting.

It was decided the item would be delayed until the next FCAS meeting in order to give members a chance to review the clarity of the revised language (Exhibit 1).

Revised Policy on Minors

Stroup explained the Policy on Minors was revised to state: "Minors may not have minimum admission requirements" (Exhibit 2). It was noted the revised policy is not intended to be applied to course prerequisites.

A member pointed out the FCAS "Policy on Competitive Minors" will require updating given this policy revision.

Some light wordsmithing was tracked and adopted (Exhibit 2).

The policy was adopted by a majority vote.

5) Changes to scholastic regulations (Exhibit 3)

Kramer explained the Enrollment Management Taskforce has recommended revisions to Chapter 101 of UW Scholastic Regulations, which, if approved, will be forwarded through the Class B legislative process (Exhibit 3).

Kramer explained currently, all of the criteria listed in Chapter 101 for assessing an applicant's admission to the university are elements residing in the past (e.g. high school GPA, courses taken, transferable college level course work, institutions attended, etc.), and the added language "areas of academic interest" would be the first criteria that takes into account current and/or future interest.

She gave some background for the recommendation after a question, explaining that the Increasing number of competitive majors, increasing number of applicants to the freshman class, and the difficult timing structure for admission to the UW all contribute to the recommended revision. She explained the Enrollment Management Taskforce was charged to look at these types of issues and develop resolutions. Admission criteria is one of the first areas to be addressed by the Taskforce.

Kramer reminded the council that FCAS has often discussed if freshman students know (at this time in their lives) what they desire to study during their time at the university. The added criteria allow for students to be assessed for admission based on their academic interest.

Garrett explained the new Academic Explorer tool, once completed, will act as a good resource to prospective students who wish to analyze potential fields of study online before applying to the university.

Zhou expressed favor for the policy, especially as it relates to out-of-state and international students. There was some discussion of new students to the university not having a full understanding of the competitive nature of various majors at the UW, which in part, is driving the policy revision. There was additional discussion of looking at academic interests to inform on admission decisions for the well-being of an applicant's situation.

DeCosmo explained the information given to students on the weight of the information they offer is extremely important, as some applicants may have a surface-level interest in a highly competitive major that could affect their admission status, if indicated.

Kramer asked that the record state: "should this policy ever be applied to Washington freshman applicants, there must be considerable conversation about outreach and detailed level protocols for implementation."

Roy explained she is worried about how this will look to students, as freshman college students are often encouraged to explore different academic areas. A member reiterated the reason to implement the policy change: currently, there are many UW degrees that are highly competitive/difficult to be admitted to, and expensive to obtain. A member explained exploration should be promoted, but such

exploration without opportunity to actually pursue what is being explored is providing a false expectation. Several members agreed with the statement.

After a vote was taken, the Class B legislation was approved and will be forwarded to the Senate Executive Committee.

Additional motion

Kramer made a motion to change all language relating “competitive majors” to “capacity-constrained majors” on all University of Washington documents.

This change in the use of language has the intended goal of making students aware that the difficulty in being admitted to certain majors is due to departmental capacity, and not student ability. She noted the other issue is that there are majors that are competitive, but not capacity-constrained.

A member explained the language is used in a large amount of university documentation. Kramer agreed, and recommended beginning with FCAS policies, registrar and admissions policies, advising documents, and eventually all departmental language.

Dietrich explained it is not only available space in classrooms that is being discussed here - there are other elements, like a capacity to teach a student who has certain goals.

DeCosmo brought up consequences of changing this language for departments. She noted there may need to be more discussion of the term “capacity-constrained,” who determines it, and how often and by whom is it reviewed. She noted the question naturally arises from the change in use of language.

Kramer made a motion stating: FCAS agrees that a move from “competitive” to “capacity-constrained” is okay and would like the taskforce to develop a plan to do so.”

The motion was approved by majority vote.

6) Good of the order

Nothing was stated.

7) Adjourn

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

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

Present: **Faculty:** Mark Johnson, Patricia Kramer (chair), Dan Ratner, Sarah Stroup (chair), Champak Chatterjee, Lynn Dietrich, Ann Huppert
Ex-officio reps: Jennifer Payne, Jayda Greco, Conor Casey, Kaitlyn Zhou, Donna Sharpe, Meera Roy
President’s designee: Phil Ballinger
Guests: Helen Garrett, Janice DeCosmo, Robert Corbett, Emily Leggio

Absent:

Faculty: Phil Brock, D. Shores, Daniel Enquobahrie, John Sahr
Ex-officio reps: N/A

Exhibits

Exhibit 1 – Policy on Options_revisedapproved_111816

Exhibit 2 – Policy on Minors_revisedapproved_111816

Exhibit 3 – Chapter 101 changes

Faculty Council on Academic Standards (FCAS) Policy on Options

An option is a formal, University-approved concentration within a major that appears on a student's transcript. Informal tracks, concentrations, or pathways in a major that do not appear on student transcripts are not subject to the following policies.

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.
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. Open and minimum admission requirement majors may have competitive options as long as a non-competitive alternative is available.
5. Programs offering options may limit the number of options for which a student may enroll within that program.
6. A student with two majors cannot receive an Option in the first major that is the same area of focus as their second major.
7. Each option offered within a degree program must be distinct.
8. Here is a [sample transcript](#) that includes a Degree, Major, Option, and Minor

Revised by the Faculty Council on Academic Standards on February 7, 2014

Faculty Council on Academic Standards (FCAS) Policy Pertaining to Minors

University of Washington minors must meet the following guidelines to be considered for approval:

1. 25-35 credits.
2. A minimum of 50% or 15 credits, whichever is greater, of 300/400 level courses.
3. A student cannot receive a minor in their major. *
4. A minimum of 50% or 15 credits, whichever is greater, must be completed in residence at the UW campus granting the minor.
5. 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.
6. Minors ~~may cannot not~~ have minimum admission requirements.
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 major advisor sign off on minor declaration paperwork in order to ensure that students meet university satisfactory progress requirements.

* Interdisciplinary Minors

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

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

Adopted by the Faculty Council on Academic Standards on December 10, 2010.

Scholastic Regulations

Chapter 101 Admission

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2. Admission to Undergraduate Standing

A. Holistic Review

Undergraduate programs offered by the University lead to a bachelor's degree. Admission is competitive. In making admissions judgment, the University uses a holistic review process. This process considers such factors as high school grade-point average, courses taken, grade-point average in transferable college level course work, institution(s) attended, level of entry, scores on an acceptable admissions test when required, [areas of academic interest](#), and personal factors such as school and community service, leadership, overcoming adversity, and family educational and socioeconomic background. [The relative consideration of these factors may differ between freshman and transfer applicants and among WA state residents, non-WA state domestic residents, and international applicants.](#) The Faculty Council on Academic Standards shall periodically review and approve the holistic review process.

B. Distribution of Enrollment

Admission to the University is competitive, which means there are more qualified applicants than can be admitted.

The Provost, therefore, in consultation with the Senate Committee on Planning and Budgeting (SCPB), shall determine the distribution of enrollment among freshmen, Washington community college transfer, other college transfer, and postbaccalaureate applicants, as well as the distribution of entrants between residents and non-residents of the state of Washington.

Consideration for admission is assured when the applicant fulfills the requirements in Subsections 2.B.1 or 2.B.2 below.

1) Freshman or Transfer Admission

The University shall consider for admission any applicant who meets the following minimum standards:

a) Completion of a college preparatory course of study to include the following high school credits*:

4 high school credits of English;

2 high school credits of a single foreign language;

3 high school credits of mathematics: algebra, geometry, and preferably trigonometry (a fourth high school credit of mathematical analysis or calculus is recommended for students preparing for majors in the sciences or engineering);

2 high school credits of science including one laboratory science course in biology, chemistry or physics;

3 high school credits of social science;

1/2 high school credit of the fine or performing arts; and

1/2 high school credit of electives taken from the above areas.

Total 15 high school credits of college preparatory course work.

*One high school credit represents a standard full year of high school course work.

b) A scholastic and personal record that indicates the applicant is adequately prepared to complete a degree at the University of Washington.

c) Submission of scores on an acceptable admission test such as the SAT or the ACT, unless the applicant has earned at least 40 reasonably distributed transferable quarter-credits after high school graduation.

2) Transfer Agreement Admission

Students may also be admitted to the University under the terms of transfer agreements between the University and community colleges of the state of Washington, provided that they satisfy the mathematics and foreign language requirements in Subsection 2.B.1.a above or the equivalent college courses. Students must also satisfy the general education requirements of a qualifying academic Associate of Arts or Sciences degree.

C. Additional Considerations

The University in its discretion may consider applicants for admission who do not meet the above requirements, but are able to submit additional evidence supportive of sufficient promise of benefiting from or contributing to the University's undergraduate programs. Admission test scores may be waived by the Office of Admissions when the applicant's high school and/or college scholastic records indicate a high probability of academic success.

D. Review of Denial

Denied applicants may request an additional review of their admission files if they believe an error or omission has occurred. All supportive documentation should be filed with the initial application. Late documents will ordinarily not be considered after the initial decision has been made.

E. Non-Matriculated Students Enrolled for Credit

Non-matriculated students may be enrolled for credit on a space available basis to pursue limited academic objectives, but they are not admitted to a degree program or to a department, school, or college of the University. Non-matriculated students subsequently admitted in matriculated status must complete at least 45 credits in matriculated status to qualify for a degree.

F. Duplication of Credit

A student may not receive University credit for repetition of work at the same or at a more elementary level, if credit has been granted in an earlier course. This rule applies whether the earlier course was taken in high school or college, and whether, in the latter case, course numbers are or are not

duplicated, except that when continuation of previous study is involved (e.g., foreign language), proper placement for credit in University courses shall be determined by the department that presents the subject.

G. Non-WA State Domestic~~Out-of-State~~ and International Students

The University recognizes the academic and educational benefits of a geographically diverse student body. In order that the University meet its primary obligation to residents of the state, the admissions requirements for non-WA state domestic ~~out-of-state~~ and international applicants are more restrictive than those of WA state resident applicants and the criteria or consideration of criteria used for selection of non-WA state domestic and international applicants may differ from those of WA state residents. All successful international applicants shall have demonstrated English language competency.

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Subcommittee on Admissions and Programs (SCAP) Report

1:30-3:00 p.m.

November 4th 2016, Gerberding 026

Old Non-Routine Business:

Information School- ([INFO-20160912](#)) 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 proposing an “open” minor in Informatics instead. The minor would have a minimum grade requirement of 3.5 in two classes (INFO 200 and INFO 201) as part of the admission requirement. The minor would be made up of a minimum of 32 credits.

Action Taken 10/07/2016: SCAP requested more information about the decision to establish a 3.5 min grade in the two courses required for admission. They also would like more information about the expected capacity of the minor given current curricular resources. It was also suggested that the 2.0 minimum quarterly GPA be included in the Catalog Copy, not only in the Continuation Policy.

Update 10/13/2016: Department has responded, see attached.

Action Taken 10/21/2016: On hold as policy issue is discussed by FCAS.

Update 10/28/2016: Discussed at FCAS.

Action Taken 11/04/2016: SCAP voted to not approve this proposal since there is no category for minimum requirement minors

Construction Management- ([CM-20160202](#)) Minor in Construction Management

Background: A new minor in Construction Management is being proposed for students with interest in professions related to the construction industry. The department is proposing MATH 112 as a prerequisite, and 2.5 CUM GPA to earn the minor.

Action Taken 10/07/2016: SCAP raised concern about the access to this minor given the admission requirements, and therefore requested further information about what student population this minor seeks to serve. Ideally, courses required for admission to a minor should be classes any student can take, but the courses that are being proposed seem to be limited to particular majors. Additionally, SCAP requested information about how transfer students will be incorporated into the major, are the courses required for admission available at community colleges?

Update 10/14/2016: Department has responded, see attached.

Action Taken 10/21/2016: On hold as policy issue is discussed by FCAS.

Update 10/28/2016: Discussed at FCAS.

Action Taken 11/04/2016: SCAP voted to not approve this proposal since there is no category for minimum requirement minors.

New Routine Business:

Sociology- ([SOC-20161112](#)) Revised program requirements for Bachelor of Arts degree in Sociology.

Background: The Department is adding alternatives to SOC 494 for their “sociology in practice” courses which form part of their electives.

Action Taken 11/04/2016: Approved and forwarded to FCAS.