

Minutes
Faculty Senate Meeting
Thursday, January 30, 2014, 2:30 p.m.
Savery Hall, Room 260

1. Call to Order and Approval of Agenda.

The meeting was called to order by Faculty Senate Chair Jack Lee at 2:34pm. The agenda was approved.

2. Report of the Chair – Professor Jack Lee. [Exhibit A]

Chair Lee referred senators to his written report. He noted the recent death of UW Tacoma Chancellor Debra Friedman and commented on the positive growth and development of the UWT campus since its inception and through Chancellor Friedman's leadership. He mentioned the tri campus lecturer task force that will begin meeting next week, chaired by Senate Vice Chair Kate O'Neill. The salary policy workgroup will shortly be posting materials for response on Go-Post discussion board that will be opened up to the UW community to invite comments and questions.

A question was asked about the continuing negotiations for English language lecturers. Provost Cauce responded that negotiations are ongoing and that small groups are meeting to come to a resolution.

3. Report of the President – Michael K. Young.

President Young welcomed senators. Young expressed his gratitude for Tacoma Chancellor Debra Friedman's contributions and his condolences to her family and the UW-Tacoma community.

Young gave a brief update about the legislative session in Olympia. He is hoping for a 'do no harm' budget for the UW and increased funding for the State Need Grant.

Erika Harnett (Environment) had a question about the cost of the HR and accounting software because she had heard differing numbers. Young said the startup cost will be around \$35 million and around \$20 million per year. He also mentioned the error risk and usage of data with our current system and suggested that a new system is likely to save money for the University.

4. Memorial Resolution.

BE IT RESOLVED that the minutes of this meeting record the sorrow of the entire faculty upon its loss by death of these friends and colleagues:

Associate Professor Constance Joan Dayton of Slavic Languages who died on November 8, 2013, after having served the University since 1965.

Professor Debra Friedman of Urban Studies, Adjunct Professor of Interdisciplinary Arts & Sciences, and Chancellor of the University of Washington Tacoma, who died on January 26, 2014, after having served the University since 1993.

Clinical Associate Professor Jack L. Gibson of Medicine who died on November 20, 2013, after having served the University since 1968.

Professor Emeritus David L. Johnson of Electrical Engineering who died on January 19, 2014, after having served the University since 1955.

The resolution was approved by a standing vote of the faculty.

5. Opportunities for Questions and Requests for Information.

- a. Summary of Executive Committee Actions and Upcoming Issues of January 13, 2014.
 - i. Approval of the [November 18, 2013](#), SEC minutes.
 - ii. Approval of the [December 5, 2013](#), Faculty Senate minutes.
 - iii. Report of Faculty Council Activities. **[Exhibit B]**
 - iv. Report of the Special Committee on Intellectual Property and Commercialization. **[Exhibit C]**
- b. Report of the Secretary of the Faculty. **[Exhibit D]**
- c. Report of the Chair of the Senate Committee on Planning and Budgeting. **[Exhibit E]**
- d. Report of the Faculty Legislative Representative. **[Exhibit F]**

There was a question about the 5 recommendations to President Young from the Faculty Council on Teaching and Learning (FCTL). The Senator was referred to the report posted on the Council website.

6. Consent Agenda.

There was no consent agenda for this meeting.

7. Announcements.

There is now a subcommittee of FCUFS on childcare, chaired by lone Fine.

8. Unfinished Business.

There was no unfinished business.

9. New Business.

- a. Class B legislation. **[Exhibit G]**
Faculty Council on Academic Standards
Title: Proposed changes to Student Governance and Policies – Scholastic Regulations.
Action: Approve for distribution to the faculty.

Chair Lee outlined the process for Class B Legislation.

Vice Chair Kate O'Neill moved to submit the legislation. Patricia Kramer, chair of FCAS, introduced the legislation. This is the culmination of an ongoing review of some student regulations. The proposed changes will bring student regulations into alignment with current practice and eliminate sections that were out of date or unneeded. Substantive parts of the proposed legislation include the naming of the two categories of students. Upon reflection the naming of the categories passed in Spring 2013 could be misinterpreted and are proposed for change.

After discussion, the legislation passed as submitted.

- b. Class A legislation – First Consideration. **[Exhibit H]**
Faculty Council on Faculty Affairs
Title: Proposed updates to the Faculty Code.
Action: Conduct first review of proposal to submit legislation amending the Faculty Code to the faculty for approval or rejection.

Chair Lee outlined the process for Class A Legislation.

Vice Chair O'Neill moved to submit the legislation. Marcia Killien, Secretary of the Faculty, introduced the legislation on behalf of Gordon Watts, Chair of Faculty Affairs. The legislation brings the Faculty Code into alignment with current practices and includes reformatting and rewording of some sections for improved clarity.

The legislation passed as submitted.

10. Invited Guests.

On line ISS Proposal Update: Judith Howard, Divisional Dean of Social Sciences and Matt Sparke, Director of Integrated Social Sciences. [The ISS proposal is currently in tri-campus review and can be read at: <https://catalyst.uw.edu/gopost/conversation/uwcr/832046>.]

Judith Howard began the update regarding the online Integrated Social Sciences degree. She expressed gratitude for the leadership and members of the Faculty Council on Faculty Affairs whose comments enhanced the online degree completion program proposal. The proposal is currently undergoing tri-campus review. She commented on the high quality of the curriculum and faculty involved in the program. Matt Sparke, director of the program, then addressed questions about the proposed program. He also expressed gratitude to the Faculty Council on Academic Standards and the Subcommittee on Curriculum and Academic Planning (SCAP) for their questions that aided the development of the proposal. Key features include high teaching & administrative involvement of tenure track and permanent regular faculty (v. 'contingent' faculty), a "high touch" advising system, human interaction, collaboration and integration, and student portfolio development. Howard and Sparke responded to comments and questions from the Senators. They were complemented for their responsiveness to prior concerns raised by the faculty, their transparency, and the quality of the proposal.

11. Good of the Order.

There was no discussion.

12. Adjournment.

The meeting was adjourned at 4:02pm.

Prepared by: Marcia Killien Approved by: Jack Lee
Marcia Killien Jack Lee, Chair
Secretary of the Faculty Faculty Senate

NOTE: *If a continuation meeting is necessary to conduct unfinished or special business, it will be held on Thursday, February 6 at 2:30 p.m. in Savery 260.*

Report of the Faculty Senate Chair
Jack Lee, Professor of Mathematics

Here's an update on some of the main things we're working on.

Academic freedom legislation: The amendment to the Faculty Code regarding academic freedom passed, and has been signed by President Young. The amendment was approved by almost 96% of those voting, and received more positive votes than any other piece of Class A legislation in at least a decade.

Lecturers: The joint Provost/Senate tri-campus lecturer task force has been constituted and will begin meeting in early February. The committee will be exploring issues related to noncompetitively hired lecturers, part-time lecturers, and best practices for lecturers with multi-year contracts. We will request a report from them at one of the spring quarter senate meetings. Here's the committee membership:

- Kate O'Neill Professor, School of Law, Vice Chair of the Faculty Senate –chair–
- Katie Baird, Associate Professor, Interdisciplinary Arts and Sciences, UW-Tacoma
- Lisa Coutu, Principal Lecturer, Department of Communication
- Mike Crandall, Senior Lecturer, The Information School
- Ron Irving, Professor and Chair, Department of Mathematics
- Dan Jacoby, Professor, Interdisciplinary Arts and Sciences, UW-Bothell
- Shailendra Jain, Professor and Chair, Marketing and International Business
- Marcia Killien, Professor, School of Nursing and Secretary of the Faculty
- Carol Landis, Professor, School of Nursing
- Jerelyn Resnick, Senior Lecturer, Nursing Program, UW-Bothell
- Michael Shapiro, Professor and Divisional Dean for Humanities
- Elizabeth Sundermann, Lecturer, Interdisciplinary Arts and Sciences, UW-Tacoma
- Barbara Van Ess, Director of Personnel Policy, UW Medicine

Online degree in Integrated Social Sciences: Last year, the UW's first online degree completion program (in Early Childhood Education) was initiated. Today, we will be hearing an informational report from Judith Howard (Divisional Dean of Social Sciences) and Matt Sparke (Director of Integrated Social Sciences) about another proposed new online degree completion program, Integrated Social Sciences. This proposal has been presented to the Faculty Council on Academic Standards and is currently out for tri campus review.

We have two pieces of legislation to consider today:

Changes to scholastic regulations: When the Faculty Council on Academic Standards approved the first online degree completion program (in Early Childhood Education) last year, they recommended the creation of a new student status, originally designated "Limited Admission Student," for students in online degree programs. They also made it clear that a broader review of scholastic regulations would be needed to ensure that all regulations are consistent with the new status. Today we will be voting on their proposed revisions, in the form of Class B legislation. Most of the changes are routine, but they still deserve careful consideration.

Minor changes to the faculty code: The Secretary of the Faculty has recently conducted a review of the Faculty Code, and found a number of sections that needed updates to reflect current practices or clarify the meaning. These are all minor changes, but again, they deserve careful consideration. We will be giving these changes their first reading and vote in this senate meeting; if they pass, they will come back to the SEC and the senate for a second vote in February, and then they'll go out to the full faculty for a vote. As always with Class A legislation, this is the only time the senate will have a chance to freely amend the legislation.

And finally,

Faculty salary policy: I will be giving an update in this senate meeting about the status of the proposed new faculty salary policy, and plans for moving forward with it.

Report of Faculty Council Activities

Faculty Council on Academic Standards

In addition to normal business reviewing curriculum changes, major topics that FCAS is undertaking are:

1. Changes to the Student Regulations in response to the creation of the "limited admission" student category
2. Creation of an ad hoc subcommittee on questions associated with courses, joint with FCTL
3. Participating in 2 taskforces: Taskforce on Enrollment and Taskforce on Online Education
4. Review of Integrated Social Science major

Faculty Council on Benefits and Retirement

1. Advocate changing increased faculty contributions at age 50 from "opt-in" to "opt-out."
2. Provide through the faculty senate process information to faculty regarding benefits and retirement.

Faculty Council on Faculty Affairs

FCFA is addressing the following issues:

1. Code Cleanup Issues
 - a. Minor changes to remove out of date terminology & clarify the code in some places are in progress
 - b. Changes to bring some of the code into line with reality are in progress
 - c. Adjustments to deal with the modern electronic world
2. Professor of Practice
 - a. Should (and how) we add a new rank for people distinguished in their accomplishments outside the academy that wish to join us on a temporary basis to help with our teaching mission.
3. Faculty salary policy

Faculty Council on Multicultural Affairs

FCMA continues to be available to assist ASUW and FCAS with the implementation of the new Diversity Requirement for undergraduates. In addition, FCMA will submit questions regarding access and faculty participation to the chair of the taskforce of the new Online Undergraduate Degree Completion initiative.

Faculty Council on Research

The general concern of the FCR is to discuss ways to improve the UW research environment with various administrative units. FCR will review proposals from UW researchers containing restrictions of various sorts (publication policies personnel, data transfer etc.). We will be discussing proposed changes in UW rules regarding the outside activities form and proposed changes in UW rules are published. We will also be concerned with emerging issues regarding OMB, NIH/HHS and NSF and with rules regarding export controls.

Faculty Council on Student Affairs

The Faculty Council on Student Affairs (FCSA) is "responsible for all matters of policy relating to non-academic student affairs such as financial aid, housing, regulation of social affairs, eligibility rules, intercollegiate athletics, and general student welfare." (Faculty Code, Sec 42-38.)

The FCSA continues to conduct discussions on issues pertinent to students, including: recent Senate action on admissions policies and standards; on-going and planned campus renovations; revisions of the Student Conduct Code; the Online Undergraduate Degree Completion initiative; and, staffing the faculty appeal board. Among the topics discussed during the Council meetings this quarter were the following.

- 1 October: The first meeting of the 2013-2014 academic year featured the new Vice President for Student Life, Denzil Suite, who shared his thoughts on his job and his experience so far at the University of Washington.
- 5 November: A major topic of discussion at this meeting was the perception that some (many?) student athletes feel that they were not fully accepted as students on this campus. This topic was further explored at the December meeting.
- 3 December: Professors Robert Stacey (chair of the Advisory Committee on Intercollegiate Athletics – “ACIA”) and Pete Dukes (Faculty Athletics Representative) presented to share their perspectives on student athletes at UW. Their perception was that most student athletes rate their experience at the UW highly or very highly. Data from the exit interviews conducted of student athletes tend to support their perception. However, members felt that, especially in the high profile sports, that the situation could be improved. It was also noted that student athletes were not the only group of students who were subject to not being taken as “serious students” -- artists, performers, musicians, etc. The FCSA and ACIA have agreed to work collaboratively to improve the image of our student athletes on campus.

Faculty Council on Teaching and Learning

Activities Carried Over from 2012-2013:

1. Report on Hybrid Online Learning. On April 4, 2013, FCTL chair Jan Carline transmitted to President Young the council’s report on hybrid online learning. The report included five recommendations for adoption by the university. Members of the council also met with Vice Provost Jerry Baldasty to discuss measures to address the council’s concerns and strategies to increase the recognition of faculty efforts in developing these courses. Vice Provost Baldasty expressed an interest in continued work with the council on this matter.
2. Poor response rates to online course evaluations. Plans for the development of an OEA supported online course evaluation system were discussed extensively last year, with particular concern for the decrease in student response rates when compared to the rates for the formerly used in-class evaluation approach. Guests from the School of Public Health discussed the practice of requiring the completion of online course evaluations before release of grades to students. This method insured a high response rate, and was acceptable to the registrar. It did require a significant amount of staff work to implement. Tom Lewis (UW-IT) raised the possibility of developing a system that would automatically integrate the recognition of a completed evaluation with release of grades in Gradebook.
3. Access to student course evaluations outside UW. In late fall of 2012, Nana Lowell (UW-OEA) learned that students from the Information School had provided public access to results of student evaluations of courses they obtained from a web site with restricted access. The practice of giving access to these evaluations only to individuals with NetIds had been put in place based on discussions in the former Faculty Council on Instructional Quality, after consulting the Attorney General’s office. This was done because of two concerns, the first being potentially inappropriate use of faculty evaluations by individuals not affiliated with the university, and the second being restrictions on the publication of evaluations of teaching assistants included in the bargaining agreements with their union. An inquiry about this matter was referred to the Attorney General’s office for advice. The issue remained unresolved at the end of the academic year.

New Activities for 2013-2014:

In addition to the usual recurring subjects (teaching and learning technologies, distance education, educational outreach, the online undergraduate degree completion initiative, educational assessment, design and methodology for student course evaluations and events showcasing innovating teaching and learning initiatives), the chair of FCAS has indicated an interest in forming a joint FCAS-FCTL working group to develop definitions of “course” and “credit hours.”

Faculty Council on Tri-Campus Policy

1. Conducting a review of tri-campus information dissemination and faculty member representation between the three faculty governance structures.

2. Reviewing issues related to student conduct code violations and how they are disseminated and treated if/when student seeks cross-campus enrollment.
3. Examination of processes related to cross-campus degrees/minors and role of UW Curriculum Committee.
4. Coordinated Faculty Senate communication of tri-campus awareness regarding governance, policies, new issues, budget, etc.
5. Budget and legislative representation related to tri-campus strategic planning.
6. Discussion of potential issues related to "UWS/B/T "self-sustaining and distance learning degree programs and cross-campus implications.
7. Examination of variations/changes to faculty handbook that affect UWT/UWB faculty.
8. Cross-campus faculty research activities/opportunities – and an examination of selection processes related to limited submission research applications from the University of Washington.

Faculty Council on University Facilities and Services

Heard reports on the UW Capital Plan, the completed renovation of the Odegaard Undergraduate Library, on the Fluke Hall renovation and on classrooms.

At the suggestion of Prof. Ione Fine of Psychology, FCUFS created the Ad Hoc Subcommittee on Child Care to promote and expand child care services at UW. Faculty interested in serving on this subcommittee should contact Professor Ann Mescher (mescher@u) for more information.

Investigated how capital projects (buildings, etc.) are prioritized and approved. While FCUFS typically reviews projects at an early design stage, at the present time there is no faculty governance input to the prioritization and approval decisions. Since these decisions involve major financial commitments and since they are made in the Provost's Office, recommended to Senate leadership that the Senate Committee on Planning and Budgeting may be the appropriate venue for faculty input.

Future issues: NE campus housing. Burke-Gilman trail upgrade. Sound Transit. New CSE building. Music event parking. UPASS funding for faculty and staff.

Faculty Council on University Libraries

1. Implementation of the Faculty Fund for Library Excellence, as approved by the Faculty Senate. Fund website is located at: https://www.washington.edu/giving/make-a-gift?source_typ=3&source=LIBFAC
2. Facilitation of Open Access publishing at the UW. The FCUL will continue to seek to engage faculty and students in submitting documentation of their past, current, and future research (i.e., archival and grey literature) to the open access repository ResearchWorks.
3. Strengthening educational partnerships/ the development of a sustainable academic business plan. The FCUL will continue to investigate ways to bring emerging Libraries technologies and initiatives into UW courses. The strategic plan will consider a wide variety of issues, including fee-based and distance courses and programs.
4. Employment of multi-institutional approaches. The FCUL will provide input to continuing Libraries efforts to lead and leverage multi-institutional Libraries initiatives, related to e.g., the Hathi Trust, the Western Storage Trust, and Orbis Cascade activities.
5. Inclusion of Librarians on the Senate. The FCUL will continue to follow up on the 2009 – 2012 discussions on representation of Librarians on the Faculty Senate, the SEC, and on the Faculty.
6. General planning for collections, services, and staff. The FCUL will advise the Libraries on changes in collections, services, and staff in support of its strategic plan and necessitated by continuing budget constraints. Initial topics include the subject librarian framework, physical and virtual space planning, etc.

Faculty Council on Women in Academia

There are no updates at this time.

Approved council minutes are available online at <http://www.washington.edu/faculty/committees/councils.html>

Report of the Special Committee on Intellectual Property and Commercialization
Susan Astley, Professor of Epidemiology and Pediatrics

SCIPC Update

1. Last year's 2012 – 13 [annual report](#) and [website](#).
2. This year's objectives:
 - a. Finalize present assignment language issue in Outside Work Request Form 1460
 - b. Create FAQs to educate faculty
 - c. Establish IP Principles to guide establishment/revision of UW IP Policy
3. Coordinate efforts with IPMAC, Office of Research, and C4C
 - a. IPMAC will post minutes, established a catalyst website, and will hold joint meeting(s) with SCIPC.
 - b. C4C posted FY14 IP Policy Goals (see attached) and will distribute "A Comparative Study of IP Policies at UW Peer Institutions" (a study conducted by C4C over the summer)
4. Issues:
 - a. The impact of present assignment on scholarship and Academic Freedom (see attached Questions from SCIPC to IPMAC, March 2013).
 - b. The role of C4C:
 - i. What services/assistance do faculty members need from C4C? Not just the 1% with big inventions, but most importantly the 99% with important issues like how to protect their IP and stay in compliance with State ethics laws.
 - ii. How to pay for C4C services when the Hall patent expires
 - Academic IP management: expenditures versus revenues (see attached Penn State report).
 - Requiring C4C to be self-sustaining establishes a potential conflict of interest as they acquire and manage the commercialization of faculty IP.
 - c. How to educate all faculty on IP management in this 21st century.
 - i. With the advent of rapid distribution of electronic information via the web, online courses, social media, electronic textbooks, open access electronic journals, not to mention collaborations that often span the globe; IP management issues impact all faculty, not just the faculty scientists.

Attachments:

1. [SCIPC 2012-13 Annual Report](#) and [website](#)
2. [SCIPC questions to IPMAC](#)
3. [C4C FY14 IP Policy Goals](#)
4. [Present Assignment and Academic Freedom](#)
5. [Penn State IP Management](#)

Report of the Secretary of the Faculty
Marcia Killien, Professor, Family and Child Nursing

The vice chair nominating committee has identified candidates for Vice Chair of the Faculty Senate for a term beginning in 2014; candidates will be presented to the Senate Executive Committee at its February 10, 2014, meeting.

Report of the Chair of the Senate Committee on Planning and Budgeting
James Gregory, Professor, History

The Senate Committee on Planning and Budget meets weekly with the Provost, the Vice-Provost for Planning and Budget, and the head of the Board of Deans. SCPB is charged with consulting on all matters relating to the University budget and on a wide range of program and policy decisions. Meetings since the start of December have dealt with the following matters:

Faculty Salaries: The Committee approved Provost Cauce's guidelines for unit-based salary adjustments and approved plans submitted by the College of Arts & Science and the Evans School of Public Affairs. SCPB asked Provost Cauce to make sure that deans of other colleges are consulting with College Councils about potential unit adjustments. The guidelines allow for adjustments up to 3% (of unit salaries) for units that are more than 9% behind peers and up to a cap of 5% for units that are more than 20% behind peer averages. All unit adjustments must be funded at the college level. Departments receiving allocations will decide (in consultation with the dean) how they are distributed.

Budget planning: Deans and directors of non-academic units have submitted budget requests for the coming year. SCPB has begun to review them and Provost Cauce will share her recommendations early in spring quarter for discussion by the committee. We are monitoring the legislative session and expect that there will be at most very modest changes in the state budget or tuition revenues.

HR/Payroll software replacement project: SCPB received an update on the costs of replacing the Human Resources and Payroll system software. Contracts will soon be signed and the three-year long implementation will begin next year. While there should be long-term savings, beginning in FY 2016 the new software will add roughly \$15 million per year to current costs. SCPB agreed that it is necessary to replace the outmoded system that has been limping along for some years.

University debt capacity: Chris Malins from the Treasurer's office briefed the committee on the internal lending program, debt capacity, and UW bond ratings. UW has some remaining borrowing capacity but will want to proceed with caution. Later in winter quarter, SCPB will discuss plans for ongoing and future capital projects.

Online Integrated Social Science Degree: The proposal for a fully online degree for students who have begun but not completed a BA is undergoing review in the Faculty Council on Academic Standards and has come before SCPB. The committee was impressed by the detailed plan that has been developed by the Social Science departments under the leadership of ISS director Matt Sparke. Meanwhile, the Online Education Initiatives Task Force has held three meetings. The taskforce was established in the fall to recommend policies regarding (1) new fully online undergraduate and graduate degree proposals; and (2) MOOCs. It will report to Provost Cauce and SCPB.

Upcoming winter quarter meetings will look into the following:

- Student debt load, financial aid, admissions, and diversity
- The Capital Campaign and the Advancement team
- The future of the Royalty Research Fund and the Center for Commercialization
- Survey of classroom facilities and recommendations to change scheduling practices
- Faculty demography
- New salary plan

Report of the Faculty Legislative Representative
Jim Fridley, Professor, Environmental and Forest Sciences and Mechanical Engineering

Today is Day 18 of the 60 day regular session of the Washington State Legislature. If it were a hockey game there would be about two minutes left in the first period. In the legislative game there is about a week left until the policy bill cutoff (Wednesday 2/5 in the House and Friday 2/7 in the Senate) which, coming at about a third of the way through the session, is the deadline by which policy committees must pass bills from the house of origin. Bills are legislator's "proposals" and the UW is currently tracking over 300 bills. Since the policy cutoff is a major point of thinning, I will use our Faculty Senate blog to do an update about ten days from now. As a related aside though, when you see our colleagues from the Office of Planning and Budgeting and the Office of State Relations be sure to express your gratitude for their hard work tracking bills. I am told that the UW is the third largest employer in our state. And our work as faculty, staff and students is tremendously diverse. So the number of bills that can affect us and the wide range of topics that they touch is, at least for me, mind boggling. We are all being very well served by everybody who is helping to identify, evaluate and track the bills (proposals) that could potentially make a difference, good or bad, to our future.

The deadline for passing bills from the floor of the House or Senate, and thus sending them to the other chamber, is February 18. This is another point (the legislature's half time) where the number of bills that are realistically still "in play" is very substantially reduced. It is about a week before our next Faculty Senate meeting. So expect an update at that time. In the mean time, remember that this is a "supplemental session" and it precedes a summer of campaigning before the November election. The aim of many legislators is therefore to simply make necessary mid-biennium corrections to the work they accomplished during last year's marathon session. So keep your expectations in check.

And please do remember to say "thank you" to the folks tracking bills in the Office of Planning and Budgeting and the Office of State Relations.

Class B Legislation: Changes to University of Washington Student Governance and Policies – Scholastic Regulations

Background and Rationale

A new category of matriculated undergraduate student, based on admission status, was created in Spring Quarter 2013 (Class B Bulletin #178). This new category, originally designated “Limited Admission Student,” was developed in response to initiatives to create opportunities for people who have some college credit to earn baccalaureate degrees. The participation in the curricular offerings of the University for this category of student is limited to courses specified in the description of the program to which they are specifically admitted. At the time that this change was adopted, only Chapter 101: Admissions and Chapter 114: Degrees, Graduation and Commencement of the Student Regulations were modified, but FCAS, SEC and the Faculty Senate understood that a broader review of the Student Regulations was needed to ascertain if other changes were necessary. The proposed changes described herein are the result of that review.

FCAS reviewed the Student Regulations and proposes one substantive change and many changes that clarify existing language and rectify it with current policy.

1. The substantive change that FCAS proposes is to the designation of the two categories of student. In the current version, students are referred to as “regularly admitted” and “limited admission” students, descriptions which can have unintended connotations. The proposal is to change “regularly admitted” to “generally admitted” and “limited admission” to “program-specific.”
2. The non-substantive changes include the substitution of words that do not imply physical presence (such as “participate” and “enroll”) for “attend” and its derivations throughout the regulations. The proposal also removes reference to programs (e.g. the non-matriculated Evening Credit Program) and courses (e.g. lower division ROTC) that have been previously eliminated.

Of note in the context of this proposal is that, although Student Policies are not controlled by the Faculty, FCAS has negotiated with the appropriate groups and all are in agreement that all matriculated undergraduate students should have the opportunity to participate in such things as student government (ASUW) and voluntary student organizations (e.g. intramural sports). The Student Policies will be modified as necessary when modifications to the Student Regulations are complete.

Chapter 101 – Admission

1. Preliminary Statements and Definitions

E. Matriculated Students

A matriculated student is one who has been admitted into one of the University's schools or colleges to pursue a program of study that normally leads to a degree.

1. ~~Regularly~~ Generally Admitted Student

A ~~regularly~~ generally admitted undergraduate student is one who is competitively admitted to one of the University of Washington campuses. The student may seek admission to any program, major, or degree at that campus.

2. ~~Limited Admission~~ Program-Specific Student

A ~~limited admission~~ program-specific undergraduate student is one who has been competitively admitted to a specific degree program and must choose from a limited number of courses specifically identified in his or her program. Admission is restricted to this program and does not qualify the student for admission to other degree programs of the University of Washington. To be admitted to other degree programs, the student must separately apply ~~to be a regularly admitted student, or apply to another limited admission program.~~ The student shall be informed by the program of any additional restrictions related to his or her enrollment.

Chapter 102 – Registration

1. Registration for Residence Courses

A. Registration Required

Students are required to register for any course ~~that in which they attend~~ participate. No person, other than guests approved by the instructor, may take part in a University course in which she or he has not been registered.

2. Methods of Registration

A. ~~MyUW~~ Registration

~~Students register by using MyUW. This is a continuous registration system that is organized into three distinct priority periods that are referred to as periods 1, 2, and 3. Undergraduates cannot enroll in more than 19 credits prior to the beginning of the quarter so that all students will have a chance to develop basic programs. Credits beyond 19 can be added, subject to college restrictions, after the quarter begins.~~

All students, except those in self-sustaining programs, register using the University's online registration system. Students in self-sustaining programs register through the means established by the administrative unit of the self-sustaining program.

The University has a continuous registration system organized into three distinct priority periods that are referred to as periods 1, 2, and 3. Undergraduates cannot enroll in more than 19 credits prior to the beginning of the quarter so that all students will have a chance to develop basic programs. Credits beyond 19 can be added, subject to college restrictions, after the quarter begins.

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D. Registration Period 3

Registration period 3 occurs during the first seven calendar days of the quarter and is intended for registration changes. ACCESS students and tuition exempt faculty and staff may register from the third day through the seventh day of the quarter in period 3. Washington State employees register on the fourth day. Non-matriculating students who ~~attend~~ are affiliated with the University through UW Educational Outreach are registered by the UWEO staff into available courses.

5. Change of Registration

H. Dropped Courses

A course is officially dropped only when transacted through ~~MyUW~~ the University's online system or when accepted by a representative of the Registrar's Office. An academic department can request a student to drop a course if the student does not meet publicized departmental ~~attendance~~ participation requirements.

7. Continuous Enrollment of Graduate Students

E. ~~Application Request for Readmission~~ Reinstatement

A student previously registered in the Graduate School who has failed to maintain continuous enrollment but who wishes later to resume his or her studies within the same graduate program must file an online request for reinstatement application for readmission to the Graduate School by the regularly published closing dates in person or by mail. If the student's program approves the request, the student pays the reinstatement fee and the request is forwarded to the Graduate School for approval and processing. If the student is reinstated, readmitted, registration will occur during the usual registration period. ~~If the student has attended enrolled in any other institution during the period when he or she was not registered at the University of Washington, official transcripts in duplicate of the student's work must be submitted. An application for readmission carries no preference and is treated in the same manner as an application for initial admission, including the requirement of payment of the application fee of \$10.~~

Chapter 104 – Auditors

1. Audit Registration

With the consent of the instructor, and to the extent that space is available after ~~regular~~ matriculated students have been accommodated, a student may register as an auditor in a non-laboratory course or the lecture part of a laboratory course.

2. Non-Satisfactory Participation

The instructor may cancel the audit registration of any student whose ~~attendance~~ participation is not satisfactory.

3. No Credit

No person who audits a course may participate in class discussion or laboratory work, take an examination in the course, or obtain credit therefore except by taking the course later as a ~~regular~~ matriculated student and satisfying all the requirements for credit.

- 111
112 **Chapter 109 - Continuing Education**
113
114 2. Continuing Education Programming Authority
115
116 B. Curriculum Authority
117
118 1. University of Washington Educational Outreach
119
120 b. UW Educational Outreach presents self-sustaining credit courses from the regular
121 curriculum and serves as a catalyst for the development of new credit and noncredit
122 courses ~~for the adult student~~. Credit courses bear departmental prefixes and must be
123 reviewed and sponsored by the appropriate UW academic unit.
124
125 3. Credit Programs
126
127 ~~A. Evening Credit Program~~
128
129 ~~University credit courses are offered by UW Educational Outreach through the Evening Credit~~
130 ~~Program.~~
131
132 ~~1. Evening Credit Program students are not matriculated in the University.~~
133 ~~2. Credits earned through the Evening Credit Program are applicable toward a degree when a~~
134 ~~student matriculates.~~
135 ~~3. Admission/registration in the Evening Credit Program is conducted by UW Educational~~
136 ~~Outreach.~~
137 ~~4. Student records are included in the central student database of the UW.~~
138 ~~5. Student grades are included on an official University of Washington transcript.~~
139 ~~6. Academic Student Services in UW Educational Outreach provides general advising for~~
140 ~~Evening Credit Program students.~~
141 ~~7. Quarterly listings of Evening Credit courses appear in the UW Educational Outreach Catalog.~~
142
143 ~~B. Discrete Degree Programs~~
144
145 ~~The Executive Master of Business Administration, the Master of Public Health, and the Master of~~
146 ~~Electrical Engineering offered through Televised Instruction in Engineering are discrete degree~~
147 ~~programs offered by the respective schools. There are separate entrance and graduation~~
148 ~~requirements.~~
149
150 ~~A. C. Access on Space-Available Basis~~
151
152 ~~Students may gain access to courses at the University of Washington on a space-available basis~~
153 ~~under special provisions.~~
154
155 ~~B. D. DL Credit Courses~~
156
157 ~~UW Educational Outreach (UWEO), through its Distance Learning Program, also offers DL~~
158 ~~University credit courses to matriculated and nonmatriculated students.~~
159
160 1. Distance learning courses are available to matriculated and nonmatriculated students.
161 2. Students may apply a maximum of 90 credits of UW distance learning coursework towards
162 the credit requirements for graduation.
163 3. Official University of Washington transcripts will not differentiate between distance learning
164 and classroom courses.
165 4. ~~Students may enroll in distance learning courses throughout the year and generally have up~~
166 ~~to three months from the date of registration to complete the coursework.~~

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C. ~~E.~~ ACCESS Program for the Older Adult

The University of Washington waives tuition for Washington residents 60 years of age and older who wish to ~~attend~~ participate in classes as auditors. UW Educational Outreach registers the participants on behalf of the University.

Chapter 110 - Grades, Honors, and Scholarship

1. The Grading System

A. System of Grades

The following shall be the system of grades, subject to the exceptions noted in Subsections B, C, D, and E of this section.

3. The Grade I

- a. An Incomplete shall be given only when the student ~~has been in attendance and~~ has done satisfactory work to within two weeks of the end of the quarter and has furnished proof satisfactory to the instructor that the work cannot be completed because of illness or other circumstances beyond the student's control. A written statement of the reason for the giving of the Incomplete, listing the work which the student will need to do to remove it, must be filed by the instructor with the head of the department or the dean of the college in which the course is given.

3. Honors Awards

C. Quarterly Dean's Lists

Quarterly dean's lists shall include the names of ~~regular~~ registered undergraduate students who have attained a grade-point average, non-cumulative, of 3.50 in the final grades for at least 12 registered credits, ~~exclusive of lower-division ROTC courses.~~ They are published in many newspapers in Washington State about four weeks after the end of each quarter.

D. Annual Dean's List

The yearly dean's list shall include the names of all undergraduates who have achieved a cumulative grade-point average of 3.50 or better for at least 36 credits in resident instruction in three quarters or 46 credits of resident instruction in four quarters at the University of Washington during the preceding academic year, ~~exclusive of lower-division ROTC courses.~~

Chapter 113 - Withdrawals

3. Dropping a Course

~~D. Other Methods~~

~~Drops from a course accomplished by any other method are not official, and result in the grade of 0.0 (E) for the course.~~

221
222 D. ~~E~~ DL Courses
223
224 For DL courses that do not follow the quarter schedule, the drop deadline is the 14th day after the
225 official start of the course. A DL course may be used for the once-yearly drop described in
226 Subsection 3.A, but not within two weeks of the end of the maximum term for completion of the
227 course, as specified at the time of registration. All other provisions of Subsections 3.A–3.D apply.
228

229 **Chapter 114 - Degrees, Graduation, and Commencement**

230 2. Requirements for the Bachelor's Degree

231 I. Degrees with Double Major

232 ~~Regularly~~ Generally admitted students may choose to earn bachelor's degrees with double
233 majors. Majors may be earned within the same college or from different colleges. A single degree
234 with a double major is appropriate when both majors lead to the same degree objective (e.g., BA
235 or BS). If students desire to pursue double majors, they shall complete all degree requirements in
236 accordance with the satisfactory progress policy (*Scholastic Regulations*, Chapter 116,
237 Satisfactory Progress). The student must submit an application for each major that is to be
238 approved by the department, school, or college granting the major. Both majors will appear on the
239 student's permanent record.
240

241 3. Two Bachelor's Degrees at the Same Time

242 Two differently named bachelor's degrees may be granted at the same time to a ~~regularly~~ generally
243 admitted student, but the total number of academic credits shall reach a minimum of 45 credits in
244 excess of the number normally awarded for the first bachelor's degree. Two bachelor's degrees will
245 not be awarded when both majors lead to the same degree objective (e.g., BS or BA); in these
246 cases a single degree with a double major will be awarded. Exceptions to this rule are at the
247 discretion of the dean of the college or school awarding the degree and only on a case-by-case
248 basis; if the two majors are in two different colleges or schools, both deans must approve.
249

250 4. A Second Bachelor's Degree

251 A. Additional Credits

252 A second bachelor's degree may be granted to a ~~regularly~~ generally admitted student, but there
253 shall be required for this degree a minimum of 45 additional credits in residence.
254

255 **Chapter 117 – ~~Attendance~~ Participation**

256 1. Leaves of Absence

257 Students are responsible for maintaining regular ~~attendance at~~ participation in classes or making
258 alternative arrangements satisfactory to their instructors.

Approved by:
Senate Executive Committee
January 13, 2014

Approved by:
Faculty Senate
January 30, 2014

Class A Legislation: Proposed updates to the Faculty Code

Rationale: Several sections of the Faculty Code have not been reviewed and updated for some time. A recent review by the Secretary of the Faculty indicated that updates were indicated either to 1) reflect current practices in the Senate and university, 2) reflect the use of electronic communication, and 3) simplify or clarify the format and/or presentation of material in the Code. These changes have been discussed and approved by the Faculty Council on Faculty Affairs and are considered by them to be "minor update" changes rather than substantive changes to the Code. Specific reasons for each change are provided after each section below.

Section 21-52 Calling of Faculty Meetings

- A. There shall be a meeting of the University faculty upon call of the President, or the Senate, or 10% of the voting members of the faculty. ~~The faculty shall meet at least once in each academic year, and the President shall call such a meeting if none has otherwise been called.~~

Rationale: This has not been the practice for many years, although an annual address to which all faculty are invited has been given regularly. **The first sentence allows for such a meeting to be called at any time by the faculty, senate, or President.**

Section 22-41 Composition of the Senate

- ~~A. The Senate consists of the following voting members: The President of the University shall be a member of the Senate with vote.~~

- ~~1. The President of the University shall be a member of the Senate with vote.~~
- ~~2. The Chair of the Senate~~
- ~~3. The Vice Chair of the Senate~~
- ~~4. Chair, Senate Committee on Planning and Budgeting~~

- ~~B. The President of the University may appoint to the Senate with the right to speak but without vote vice presidents and the Provost or other administrative officer(s) who qualify as voting member(s) of the faculty under Chapter 21, Section 21-32 to serve at the pleasure of the President.~~

- ~~5. C. Chairs of faculty councils and Bothell and Tacoma faculty organizations who are not elected members of the Senate shall be ex officio members with vote. They shall serve in the Senate during their appointments as chairs and shall be considered to be members-at-large to whom the provisions of Section 22-45 do not apply.~~

- ~~D. Chairs of college councils (elected faculty councils of schools and colleges) shall be ex officio members without vote. They shall serve in the Senate during their appointments as chairs and shall be considered to be members at large to whom the provisions of Section 22-45 do not apply. A college or school council may appoint one of its members as a designee to attend a Senate meeting in place of its chair when the chair is unavailable.~~

- ~~E. Deans of schools and colleges and the Dean of University Libraries who are not elected members of the Senate, and the presidents of the Associated Students of the University of Washington and the Graduate and Professional Student Senate shall be ex officio members of the Senate with right to speak but without vote.~~

- ~~6. F. The other members of the Senate shall be voting members of the faculty who are elected in conformity with the following principles:~~

- 44 a. ~~1-~~ These senators shall be democratically selected with care that small or minority groups are
 45 assured a voice in University
 46 b. ~~2-~~ Each school, college, or campus shall elect one senator for each 40 voting faculty, or fraction
 47 thereof, in the school, college, or campus.
 48 c. ~~3-~~ The elected faculty council of any school, college, or campus that elects more than one senator
 49 may choose to have its senators elected at large or assign its faculty to voting groups that will
 50 elect the senators. The council shall observe the guidance of Subsection F.1 above.
 51 d. ~~4-~~ The voting procedures of the school, college, or campus shall be filed with the Secretary of the
 52 Faculty.

53
 54 B. Ex officio members without vote are:

- 55
 56 1. Faculty Legislative Representative
 57 2. Deputy Faculty Legislative Representative
 58 3. Secretary of the Faculty
 59

60 ~~D. 4. Chairs of college councils (elected faculty councils of schools and colleges) shall be ex officio~~
 61 ~~members without vote. They shall serve in the Senate during their appointments as chairs and shall be~~
 62 ~~considered to be members-at-large to whom the provisions of Section 22-45 do not apply. A college or~~
 63 ~~school council may appoint one of its members as a designee to attend a Senate meeting in place of its~~
 64 ~~chair when the chair is unavailable.~~

65
 66 ~~E. 5. Chancellors of the University of Washington Bothell and University of Washington Tacoma, Deans~~
 67 ~~of schools and colleges of the University of Washington Seattle, and the Dean of University Libraries who~~
 68 ~~are not elected members of the Senate, and the presidents of the Associated Students of the University~~
 69 ~~of Washington and the Graduate and Professional Student Senate shall be ex officio members of the~~
 70 ~~Senate with right to speak but without vote.~~

71
 72 6. The presidents of the Associated Students of the University of Washington and the Graduate and
 73 Professional Student Senate

74
 75 ~~B.7. The President of the University may appoint to the Senate with the right to speak but without vote~~
 76 ~~vice presidents and the Provost or other administrative officer(s) who qualify as voting member(s) of the~~
 77 ~~faculty under Chapter 21, Section 21-32 to serve at the pleasure of the President.~~

Rationale: This change reformats the section to be consistent with the format of Section 22-62 and to more clearly delineate who are members of the senate with vote and those who are ex officio members, either with or without vote. It also newly lists in this section ex officio members who are identified in Section 22-53.D. of the Code but not listed here, thus clarifying the total membership of the Senate in one place. Finally, to be consistent with the existing membership of the Senate Executive Committee and/or with Section 44-31., the change includes as members of the Senate the Secretary of the Faculty, the Faculty Legislative Representative, and the Deputy Faculty Legislative Representative as ex officio members without vote.

78 **Section 22-45 Apportionment of Senators**
 79

- 80 A. From data available on the last business day of January 45 of each year the Secretary of the Faculty
 81 shall apportion the number of senators to be elected from each school, college, or campus, and
 82 inform the appropriate elected faculty council of the number of positions that shall be filled.

Rationale: The current university personnel database may not by January 15 accurately include all faculty whose appointments change (i.e. New appointment or ending of appointment) effective Winter Quarter. In order to assure the most accurate count of faculty for the apportionment of Senators to each academic unit holding elections, the date for apportionment is changed to this later date.

83 **Section 22-53 Election of Senate Officers**

84

- 85 B. The Vice Chair shall be chosen from among the voting members of the faculty by a majority vote of
 86 the Senate ~~at the first regular meeting~~ of each Winter Quarter. The Chair of the Senate, with the
 87 approval of the Executive Committee, shall publish in the agenda for ~~that~~ a regular Senate meeting
 88 the name of at least one nominee. Additional nominations may be made from the floor. If no nominee
 89 receives the required majority vote in the election, all but the two highest shall be eliminated and a
 90 second ballot shall be cast.

Rationale: The requirement to conduct a vote on the Vice Chair at the first meeting of Winter Quarter has been difficult in some years because a full slate of candidates has not been able to be finalized. While conducting the vote during Winter Quarter is best, there has been no hardship created when the vote has occurred later in Winter Quarter. Also, the rewording allows for the practice of conducting an electronic vote following the meeting, a practice that has been approved by the Senate for each of the past several years.

91 **Section 22-61 Advisory Committee on Faculty Code and Regulations**

92

- 93 C. The Advisory Committee on Faculty Code and Regulations is advisory to the Senate Executive
 94 Committee and is responsible to it. Members ~~It~~ shall be appointed by ~~that~~ the Executive Committee
 95 subject to confirmation by the Senate. Members shall serve three-year terms and may be
 96 reappointed to an unlimited number of consecutive terms.

Rationale: These changes clarify the terms of members of this committee.

97 **Section 22-62 Membership of the Executive Committee**

98

- 99 B. Ex officio members without vote are:

100

- 101 1. The Provost;
 102 2. The Faculty Legislative Representative and Deputy Faculty Legislative Representative;
 103 3. The President of the Associated Students of the University of Washington;
 104 4. The President of the Graduate and Professional Student Senate;
 105 5. The Secretary of the Faculty.

Rationale: This addition makes the membership list in this section of the Code consistent with Section 44-31 of the Code.

106 **Section 22-74 Senate Procedure: Class B Actions**

107

- 108 A. Each Senate action in Class B shall be duplicated in a *Class B Bulletin* and a copy sent by the
 109 Secretary to each member of the faculty within ten days of approval of the action by the President. A
 110 Class B action is suspended if written objections to its substantive nature, ~~signed~~ by 5% or more of
 111 voting members of the faculty or by two-thirds of the eligible voting faculty of either the University of
 112 Washington, Bothell, or of the University of Washington, Tacoma, ~~are~~ presented to the Secretary
 113 within ~~24~~ 14 days of its publication in a *Class B Bulletin* during the instructional period in Autumn,
 114 Winter, or Spring Quarters of a given academic year. Persons offering such an objection shall be
 115 invited to express their views, orally or in writing, at the next meeting of the Executive Committee and,
 116 if they desire, of the Senate. If the Senate amends the disputed action, the legislation shall be

117 submitted in its revised form to the President and, if approved by him or her, made subject to review
 118 by the faculty in the manner prescribed for the original Class B action. If the Senate reaffirms the
 119 disputed action, the legislation shall be distributed to the faculty for a vote within 14 days following the
 120 announcement of the Senate's reaffirmation in a *Class B Bulletin*. A vote of the faculty shall be
 121 conducted in the manner provided by Chapter 29, Section 29-36, Subsection B. At the next regular
 122 meeting of the Senate, the Chair shall announce the results of the vote of the faculty.

Rationale: Due to technological changes (i.e. use of electronic communication v hard copy mailings), the time limits on responses can be reduced with no meaningful reduction in opportunity for faculty response. Data available on response patterns of faculty on prior electronic Class B legislation shows that the vast majority respond within several days of initial posting.

123 Section 28-41 Brief Adjudications

124
 125 Section 28-41.A.5.

- 126
 127 5. Any other issue which the Chair and two members of the Brief Adjudication ~~Application~~ Panel
 128 ("~~Application Panel~~") determine is appropriate for brief adjudication. In making determinations of
 129 whether a brief adjudication is appropriate for a particular case pursuant to this section, if the Chair
 130 determines that:
- 131 a. The case does not fall clearly within one of the categories specified in Subsections A.1 through
 132 A.4 above but which may nevertheless be appropriate for a brief adjudication, or
 - 133 b. It is unclear for any other reason whether a brief adjudication would be the appropriate procedure.

134
 135
 136
 137 The Chair shall convene a committee consisting of himself or herself and any two members of the
 138 ~~Application~~ Brief Adjudication Panel. The ~~Application~~ Brief Adjudication Panel shall be a standing
 139 committee consisting of five members of the Adjudication Panel appointed from time to time by the Chair
 140 of the Adjudication Panel. The Chair and the two members of the ~~Application~~ Brief Adjudication Panel
 141 shall review the matter, confer, and make a decision whether a brief adjudication is appropriate for the
 142 case at issue. The review shall include consultation with any faculty member whose interests would be
 143 directly affected by the adjudication and review of records of any previous ~~Application~~ Brief Adjudication
 144 Panel decisions for similar cases. The decision shall be made with sufficient speed so that the Chair may
 145 make the necessary determinations and appoint a hearing officer and a hearing panel, if necessary,
 146 within the time limits specified in Section 28-36, Subsection C. The Chair shall prepare a written report
 147 summarizing the nature of any case submitted to an ~~Application~~ Brief Adjudication Panel, the decision
 148 made as to the type of adjudication to be used and the basis of such decision and shall include such
 149 report in the records of the Adjudication Panel. If the Chair and the two members of the ~~Application~~ Brief
 150 Adjudication Panel decide that a comprehensive adjudication is appropriate, none of the members of the
 151 ~~Application~~ Brief Adjudication Panel making such decision will serve on the hearing panel for that case.

Rationale: The term "application panel" has fallen into disuse. This change provides improved clarity of terminology.

Approved by:
 Senate Executive Committee
 January 13, 2014

Approved by:
 Faculty Senate
 January 30, 2014