

University of Washington
Faculty Council on Academic Standards
May 16, 2014, 1:30 pm – 3:00 pm
Gerberding 142

Meeting Synopsis:

1. Call to Order
 2. Review of the Minutes from May 2, 2014
 3. SCAP Report
 4. Revisions to the 1503 Instructions
 5. UW Curriculum Committee
 6. Undergraduate Diversity Graduation Requirement
 7. Good of the Order
 8. Adjourn
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1) Call to Order

The meeting was called to order by Chair Kramer at 1:30 p.m. ,

2) Review of Minutes from May 2, 2014

The minutes from May 2, 2014 were approved as written.

3) SCAP Report [Exhibit A]

Old Non-Routine Business

1. School of Art - (DESIGN-20131210A) Revised program requirements for the Bachelor of Design degree in Industrial Design.

The proposal received unanimous approval.

2. Laboratory Medicine - (LABM-20140228) Revised program and continuation requirements for the Bachelor of Science degree Medical Laboratory Science.

Taggart reported Laboratory Medicine is changing their continuation policy to include a list of essential requirements to work in the profession. Taggart explained that an individual would be removed from the program if they demonstrate they are unable to show mastery in the essential requirements. However, these requirements are often vague while others are very specific. SCAP is concerned about Title 9 implications, especially for women who are pregnant. For example, if the continuation policy applies as it reads it would be possible for a female student to be removed because they cannot stand or sit due to their pregnancy. SCAP will be meeting with representatives from Laboratory Medicine shortly to discuss this issue. A comment was raised expressing skepticism that this policy would be enforced to penalize pregnant students, but there is no certainty in how this would work in practice. The proposal is on hold until further notice.

New Routine Business

Taggart moved to approve the consent agenda which is composed of the following new routine business items:

- 1. Comparative History of Ideas - (CHID-20140311) Revised program requirements for the Bachelor of Arts degree in Comparative History of Ideas.*
- 2. Mathematics: ACMS - (ACMS-20140227) Revised admission requirements for the Bachelor of Science degree in Applied and Computational Mathematical Sciences.*
- 3. Mathematics - (MATH-20140317) Revised program requirements for both options within the Bachelor of Science degree in Mathematics*
- 4. Philosophy - (PHIL-20131118) Change name of program from a minor in Values in Society to a minor in Ethics.*
- 5. Political Science - (POLS-20140212) Revised admission requirements for the Bachelor of Arts degree in Political Science.*

The motion received unanimous approval.

New Non-Routine Business

- 1. English - (ENGL-20140203) New minor in English.*

The proposal received unanimous approval.

- 2. Evening Degree: Communication - (COM-20140321) Suspend admissions for the Communication major within the Evening degree program through SPR/2015.*

The Evening Degree Program (EDP) is suspending admissions to all of its Arts and Sciences majors. ED will admit cohorts in Summer Quarter 2014 then be given a year to decide how to proceed. Kramer reported that EDP will make its decision soon and anticipates an RCEP in the fall. Kramer explained that if approved she will not sign the paperwork until Monday to be absolutely sure that the program wants to suspend admissions. Kramer clarified that EDP still has the weekend to change their mind if they receive a flood of new applications. Kramer explained that she gave a report to the Faculty Senate about EDP's situation so they are aware of this as well. The proposal received unanimous approval.

- 3. Evening Degree: English - (ENGL-20140321) Suspend admissions for the English major within the Evening degree program through SPR/2015.*

Kramer explained this proposal is the same as EDP-Communications. The proposal received unanimous approval.

- 4. Evening Degree: Social Sciences - (SOCSCI-20140430) Suspend admissions for the Communication major within the Evening degree program through SPR/2015.*

Kramer explained the proposal will result in a major that UW is losing. Otherwise, the proposal is exactly the same as the other 1503s. The proposal received unanimous approval.

5. School of Public Health - (SPH-20140401) Revised program and continuation requirements for both the Bachelor of Arts and the Bachelor of Science degrees in Public Health.

SCAP may need to have a conversation with the School of Public Health because the continuation policy allows dismissal from the program if a student is found guilty of violating the UW student conduct code. Taggart explained this might not be appropriate because sanctions are not supposed to be considered punitive. Rather, sanctions should be relative to the student's actions.. Taggart believes this standard cannot be extended to remove a student from the major. Members discussed if this may be related to a specific problem or is connected to the school's accreditation. SCAP believes this issue should be reviewed and is putting the proposal on hold until they hear back from the School of Public Health.

4) Revisions to the 1503 Instructions

Corbett is revising FCAS's 1503 instructions to be more accurate about the current process. A suggestion was made to include a note that any proposal which makes changes to the UW transcript would require tri-campus review. This is to address the fact that all three UW campuses share the same university transcript.

Members discussed the 1503 review process and the steps required before final approval. Kramer stated that she will work to ensure that future 1503s are submitted professionally without handwritten notes. Discussion ensued regarding the recent trend towards competitive majors, elimination of academic programs and the naming of academic programs. Kramer asked members to contact Corbett if they have additional editorial changes to make.

Discussion moved towards the method in which FCAS develops certain policies and procedures. Kramer explained the intent is to collect information from around campus regarding policies that effect academic standards and create documents which clarifies the process. If there are any substantial changes then they must be approved by FCAS.

5) UW Curriculum Committee

Kramer presented a draft proposal which would establish the UW Curriculum Committee (UWCC). Kramer explained that once FCAS reviews the proposal she will present it to faculty leadership for feedback before submitting it to Jerry Baldasty (Senior Vice Provost for Academic and Student Affairs). The UWCC has been a topic of conversation between FCAS and the Office of the Registrar for some time and this document is the result of the negotiations.

A suggestion was made to include definitions of certain titles, such as what constitutes lectures, quiz sections and labs. The point was made that in the College of Engineering a course may be approved for 4 credits (3 hours lecture, 1 quiz) but is listed as meeting 4-hours per week. Discussion ensued about the definition of a quiz section. Kramer reported that the Curriculum Management Task Force discussed this issue and will likely address this problem next academic year. However, Kramer feels FCAS should be involved in the larger part of the conversations and suggested including the Faculty Council on Teaching and Learning into the discussions. A comment was raised that the definition of online courses and its delivery should be included as well as this has been a long-standing problem. Kramer explained online

and hybrid learning are complex and difficult issues to discuss but there are no guidelines to solve the problem. Future efforts should be directed toward solving some of these difficulties.

Discussion moved to developing guiding principles over ownership of curricular content. Kramer explained the department is the authority on what goes into the content of courses and should be monitoring this issue since faculty of the department regulate this type of material. Members discussed the difficulty in coordinating the content of courses that are jointly listed. Kramer clarified that the authority lies in the initiating department which primarily “owns” the course. If there is a conflict in course material then the departments should create separate courses.

Discussion moved to “course equivalency” and the definition describe in the document. Both departments have to agree on the course content for courses to be considered equivalent. Any department can break out of the arrangement and if they change their course, the equivalency is broken. Members discussed equivalency between UW-Seattle and UW-Tacoma units. A comment was raised stressing that sometimes similar departments on different campuses do not agree on similar courses. Discussion moved to the differences between equivalency of community college courses and UW courses. The word “equivalency” does not apply in this case. Rather, units use the term “transfer credit”. The process is technically different, but the effect of the student entering into the system is the same.

Members discussed language related to instructors interacting with students. This issue was first brought up in the context of distance-learning. In some DL proposals, faculty were not providing instruction to thier students. The implicit expectation is that instructors to provide instruction. Members discussed their limited interaction with students since they are taught directly by teaching assistants. A comment was raised that the students receive instruction, just through teaching assistants. Discussion ensued about the line between course curriculum content and how it is taught in the purview of the faculty. Kramer explained this is described in the 1503 when the program is proposed.

Kramer will edit the final proposal and approach faculty leadership for feedback.

6) Undergraduate Diversity Graduation Requirement

Kramer reported on a recent conversation she had with Kevin Mihata, Judy Howard and Jack Lee regarding the implementation of the undergraduate diversity graduation requirement that was passed last year. There have been concerns about how the College of Arts and Sciences Curriculum Committee is interpreting the diversity requirement and FCAS felt that the discrepancies need to be addressed. Kramer provided an example of the College of Arts and Sciences’ interpretation and explained that Jack Lee (Chair of the Faculty Senate) will speak with the diversity implementation committee. Kramer anticipates that there was a misunderstanding regarding who has the final decision in determining what is considered “diversity” as described in the legislation.

A suggestion was made to delay implementation by one year to begin in Fall Quarter 2015. Kramer explained there was no deadline established in the legislation and feels that would be appropriate. However, Jim Gregory (past Chair of the Faculty Senate) does not like the idea. A comment was raised suggesting there may be a lot of graduation petitions if there are insufficient courses available. A comment was raised that that students have 4 years to complete the requirements, but some may be restricted if they are enrolled in a program with a structured curriculum such as the College of Engineering.

Discussion ensued about the task force's recommendations. Kramer clarified the diversity implementation task force recommended this criteria which was accepted by the College of Arts and Sciences. Discussion ensued about how the legislation should have been properly interpreted. A question was raised asking who has the authority to enforce the intention of the legislation. Kramer explained that work is still being done to determine this and stressed the need to work together with the UW community. Kramer explained that if necessary she will report back to the Faculty Senate regarding implementation, but for now she will continue to work closely with other stakeholders across campus.

A comment was raised expressing surprise towards the significant reinterpretation of the legislation when the council attempted to broaden the definition of "diversity" in order to make it possible for students to complete the requirements. Currently, "diversity" is now defined by the A&S Curriculum Committee as focusing on "historical and contemporary inequities" which is not a correct interpretation. A question was raised asking if the implementation committee had minutes of their meetings in order to determine the rationale for this interpretation. Kramer will follow up with Betty Schmitz (co-Chair of the task force) to determine if the minutes are available to review. A comment was raised that FCAS made concessions in order for the legislation to pass and this reinterpretation ignores the negotiations that resulted in the final draft.

7) Good of the Order

Pengra (Chair of the Honors Subcommittee) reported the subcommittee has chosen its two medalists. Pengra mentioned that one of those awarded was a student in the Evening Degree Program who completed three majors. A comment was made to invite the student to speak during the RCEP process.

8) Adjourn

The meeting was adjourned by Chair Kramer at 3:00 p.m.

Minutes by Grayson Court, Faculty Council Support Analyst, gcourt@uw.edu

Present: **Faculty:** Kramer (Chair), Brock, Hoff, Janssen, Pengra, Taggart
Ex-Officio Reps: Kollet
President's Designee: Ballinger
Guests: Robert Corbett (Coordinator of New Programs), Emily Leggio (Senior Associate Director for Enrollment Policy), Tina Miller (Associate Registrar)

Absent: **Faculty:** Keil (sabbatical), Cunningham, Harrison, Deehr, Salehi-Esfahani
Ex-Officio Reps: Chin Roemer, McNerney, Wensel

Subcommittee on Admissions and Programs (SCAP) Summary

1:30-3:00 pm
May 23, 2014
Gerberding 036

Old Non-Routine Business:

1. **Laboratory Medicine - ([LABM-20140228](#))** Revised program and continuation requirements for the Bachelor of Science degree Medical Laboratory Science.

Background: The department has submitted course applications to split the required LAB M 428 into two courses, 428 and 435, effective AUT/2014 for the April 15th Curriculum Committee. They also would like to extend their current grandfathered 2.0 grade in each LAB M course required for the major to all didactic and clinical rotation courses (add IMMUN and MICROM courses). These changes will also require the continuation policy to be updated.

Action Taken: 03/14/2014 - Hold. Need to more information about when students take the IMMUN and MICROM courses in the program. Also need a probationary period and an appeals process in the Continuation Policy. Make 2.0/2.00 consistent in the catalog copy and continuation policy.

Update: The department has reinstated their probation and appeals process into the continuation policy and provided the first year schedule for students which show that the IMMUN and MICROM courses are taken within the first 3 quarters of the program. They also edited the existing document to show that they meant a 2.0 in all places the 2.00 was listed. They will have the document edited in Word once it is approved to post on their website.

Action Taken: 04/25/2014 - Hold. What is LAB M 427 and why is it worth dismissing students from the major if they do not receive credit? For dismissal policy remove 1 & 2 and move #5 to #1.

Update: Passing LAB M 427 has been removed from the updated continuation policy and dismissal criteria have been streamlined per suggestions.

Action Taken: 05/09/2014 – Pending SCAP chair conversation with Bree Callahan on the continuation policy.

Action Taken: 05/23/2014 – Approve and forward to FCAS with edits to the continuation policy. Jennifer to encourage LAB M program, on the behalf of SCAP, to work with DRS and SoM offices ensure the “essential requirements” and student handbook comply with University and ADA rules.

2. **School of Public Health - ([SPH-20140401](#))** Revised program and continuation requirements for both the Bachelor of Arts and the Bachelor of Science degrees in Public Health.

Background: The School of Public Health is asking to add a minimum grade of 1.7 to the four core SPH courses for the majors (SPH 380, 381, 480, 481) to align with accreditation criteria being developed for baccalaureate programs by the Council of Education for Public Health (CEPH). This change will also require updating the continuation policy for the 1.7 minimum grade and they would also like to add criteria for student conduct to contention policy.

Action Taken: 05/09/2014 – Hold. SCAP chair to investigate the University Community Standards/Conduct Code and whether inclusion of conduct in a continuation policy (i.e grounds for removal from the major) is double jeopardy for the students.

Update: Susan Inman from SPH to visit to discuss Continuation Policy.

Action Taken: 05/23/2014 – Hold for SPH edits of continuation policy.

NEXT MEETING: June 6, 2014

New Routine Business:

1. **Program on the Environment** - ([ENVIR-20140411](#)) Revised program requirements for the Bachelor of Arts degree in Environmental Studies.

Background: The Program on the Environment is proposing changes to the major requirements to rename and reorganize categories. They feel that the changes will improve student understanding of the requirements and better reflect the selection of courses that can be used to complete the major.

Action Taken: 05/23/2014 – Approve and forward to FCAS.

NEXT MEETING: June 6, 2014