

UNIVERSITY OF WASHINGTON  
FACULTY COUNCIL ON ACADEMIC STANDARDS  
FRIDAY April 4, 2008, 1:30-3:00 p.m.  
224 Mary Gates Hall

Chair George Dillon called the meeting to order at 1:35 p.m.

**Meeting Synopsis:**

1. Approval of minutes
2. Chair's report
  - Provost's Task Force on English Language Proficiency
  - Joint ad hoc committee with FCTCP to draft Cross Campus Enrollment policy
  - Joint ad hoc committee with FCIQ on Academic Rigor
3. Subcommittee reports:
  - SCAP
  - Admissions and Graduation
4. Old Business
5. New Business
6. Adjournment

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**1. Approval of minutes**

Chair George Dillon said the statement in his report about tests a student can take to demonstrate English Language Proficiency should be expanded since there are several other tests besides the TOEFL and the SAT that can be used to demonstrate English Language Proficiency. He also said a link to the Registrar's webpage on the tests would be useful to include in the minutes. With this change, the minutes were approved.

<http://depts.washington.edu/registra/elr/>

**2. Chair's report**

• **Provost's Task Force on English Language Proficiency**

Chair Dillon said that the Provost's Taskforce on English Language Proficiency had met once, and would meet again on April 18, when it would appoint subcommittees to deal with specific tasks, such as developing an in-house test for proficiency and how students should be asked to pay for courses if they need to take them. The aim would be to bring legislation to the Senate Executive Committee, for consideration by the Faculty this spring or in the fall. Chair Dillon noted it was evident that the program had not had faculty oversight in some time, as that was essentially given to Extension (as UW Education Outreach was known then) in the 80s. Management of the program was not necessarily a part of either the Taskforce's mandate or an issue that FCAS, aside from recommending faculty oversight, would be involved in, but there was a major policy issue at stake. Technically, English proficiency is a graduation requirement, but the University also had a responsibility to assure that students admitted could fulfill the requirement, rather than find themselves in limbo.

- **Joint ad hoc committee with FCTCP to draft Cross Campus Enrollment policy**  
Chair Dillon reported that after Monday's SEC meeting he would meet with Janet Primomo to draft the proposal to include in the code a policy on cross campus enrollment. The proposal--to allow students to take 15 credits a year after they have completed 25 credits (for entering freshman) or 15 credits (for other admitted students), and up to 45 credits over their career--had been worked out with FCTCP, the Registrar's Office, and FCAS, but finalizing the changes to the code was required to present the proposal at SEC this quarter and having the proposal voted on during the spring.
- **Joint ad hoc committee with FCIQ on Academic Rigor**  
There was no report on this committee, which includes former FCAS members Don Janssen and Laura Newell.

### 3. Subcommittee reports:

SCAP Chair Jay Johnson presented the committee's recommendations on four proposals, two of which were routine and the two of which were non-routine.

The following routine items were approved and forwarded to the Registrar for inclusion in the catalog.

1. **Dance** – (DANCE-20080214A) Revise program requirements for the major in dance within the Bachelor of Arts  
Background: Requesting to revise program requirements for the Bachelors of Arts major in dance.  
Justification: In order to assure that students are proficient in ballet and modern technique at the intermediate level, the department must change the dance technique requirements for the major. Due to the changes that are being made, it is appropriate to remove DANCE 102 and DANCE 103 from the list of approved technique courses for the Dance major.  
**SCAP Recommendation: 03/14/2008 - ROUTINE**
2. **Dance**– (DANCE-20080214B): Revise requirements for minor in dance  
Background: Requesting to revise requirements for the minor in dance by adding elective courses?  
Justification: Department wishes to add dance program electives to the list of approved courses for fulfillment of the minor in order to offer minors more options from the dance program's numerous curricular offerings  
**SCAP Recommendation: 03/14/2008 - ROUTINE**

The following item, a proposal to offer a minor in Korean, had undergone tri-campus review with positive comments, but also a question about how many independent study or special topics courses could be used to fulfill the minor. SCAP recommended capping the number of credits in these courses to be used at 10 and the Department agreed. The proposal was approved by FCAS unanimously.

1. **Asian Languages and Literature** – (KOREAN-20071031) Create a new minor in Korean.  
Background: Requesting create a minor in Korean.  
Justification: Will meet unmet student demand and compliment the existing Korean major.  
**SCAP Recommendation: 01/18/2008 – Approve non-routine, forward to FCAS for preliminary approval for Tri-Campus Review; NONROUTINE.**

SCAP Recommendation: 02/29/2008 – Post Tri-Campus Review. Dept has approved recommended changes. Forward to FCAS as; NONROUTINE.

Johnson presented the following proposal, a request for changes to admission and major requirements in the BS in Informatics degree as well as the addition of two transcribed options within the degree in "Human-Computer Interaction" and "Information Architecture" for preliminary approval by FCAS in order to forward it for Tri-Campus review. (This review is required because the proposal would make additions to the transcripts of students.)

2. **Information School**– (INFO-20080311): Revised admissions and program requirements for the major

Background: Requesting to revise admissions and program requirements in Informatics major; including creating two options within the major.

Justification: Over the past year the Information School has engaged in a major strategic planning effort that focused on all aspects of the school. As part of the effort each academic programs with input from faculty, staff, students, alumni, employers, and other stake holders. Based on that review, the faculty of the Information School wants to change and improve their undergraduate informatics program, effective for students who enter fall 2008.

SCAP Recommendation: 03/14/2008--Forwarded to FCAS as nonroutine for Tri-Campus review, pending revision addressing the following questions: why is INFO 100/CSE 142 language taken out of the admission requirements? Why are freshman admits missing from the continuation policy? SCAP would also like explanation of the oversight in place for all the units involved. NONROUTINE

It was recognized that the changes to the Informatics degree, while not in themselves major, had implications for the entire catalog statement, so that was reproduced in its entirety. In the course of the discussion, members of the Council raised questions about that statement, particularly a listing of three areas of specialization at the beginning, since the proposal itself was only for two new options. There was also some lack of clarity about how INFO 100 was supposed to function in the revised curriculum, as the course no longer overlapped with CSE 142, a course in programming. Due to these questions, the Council asked that the proposal be tabled until the next FCAS meeting and that the catalog copy be cleaned up. It was felt that this delay was in the interest of the program since inevitably comments would be made about these issues at Tri-Campus review, and the Information School would have to deal with them.

#### 4. Old Business

Policies on outreach for new minors and options.

Regular Guest Robert Corbett said that one issue which had arisen during the approval of changes to programs that don't go to the HECB was at what time in the process a department could begin doing outreach in anticipation of the change. He said it was a problem that there are no guidelines for departments and, since web sites for programs are not "interoperational" with the official online catalog, it was completely possible to advertise an option that had not been approved.

Council Member Brad Holt suggested that further bureaucracy could be created and a notice of intent process created for such internal changes. Corbett agreed that further

"process" would not help here. GPSS representative Dave Iseminger said that knowing what program starts when could affect how students plan their education and, until they are accepted as majors, they have no say about what requirements they must fulfill. Dillon suggested that an advisory memo on the issue could be placed on the FCAS website, similar to a recent memo on interdisciplinary minors. Corbett said that Todd Mildon and Matt Winslow of the Registrar's Office should be involved in this discussion because they manage the catalog and are more familiar with rules around it.

## 5. New Business

Consent agenda for SCAP business

Holt suggested that, instead of presenting all changes approved by SCAP, whether or not they had been deemed as minor, that those which are "routine" be placed on a consent agenda and passed as whole without discussion. He said that this was the practice usually followed by councils and boards with subcommittees who perform many routine tasks. Johnson said that originally the distinction between routine and non-routine proposals had been made because when FCAS as a group discussed proposals, those discussions took considerable time over minor changes of curriculum. Holt said that the consent agenda was typically used when a committee is faced with a surfeit of proposals, many of which were innocuous and need not consume committee time better spent on issues of policy. In any case, selected items from--or the entire--consent agenda could be brought up for discussion at the discretion of members of FCAS.

Corbett noted that previously SCAP had used the consent agenda format, though interest of FCAS in curriculum had led to longer discussions. Council member Rick Keil said that, with a consent agenda, members needed it earlier and should be able to get access easily to the full proposal in order for the process to function properly. Council Member Rich Fitzpatrick said that SCAP would have to provide that information earlier, but it should be possible. Chair Dillon said that the change could be made in practice at the next meeting, since it was not a change in how FCAS does business, but really a formalization of the way they have been doing it. He advised SCAP to present proposals on a consent agenda at the April 18<sup>th</sup> meeting of the Council.

## 6. Adjournment

The meeting was adjourned at 2:45 p.m.

*Minutes by Robert Corbett, Coordinator of New Programs*

**Present:** ` **Faculty:** Dillon (Chair), Fitzpatrick, Holt, Keil, Johnson  
**Ex Officio Reps:** Fugate, Iseminger, Rocha  
**Regularly Invited Guests:** Corbett, K. Etzkorn (for Sahr), Wiegand

**Absent:** **Faculty:** Almgren (excused), Cunningham (excused), Antony (excused), Stroup (excused), Schaufelberger  
**Ex Officio Reps:** Haag Day (excused), Fugate (excused), Mildon (excused), McManaway (excused)  
**Regularly Invited Guests:** Ballinger, Sahr, Winslow