

University of Washington  
Faculty Council on Academic Standards  
October 25, 2013, 1:30 pm – 3:00 pm  
Gerberding 142

**Meeting Synopsis:**

1. Call to Order
  2. Review of the Minutes from October 11, 2013
  3. SCAP Report
    - a. Consent Agenda (Routine Actions)
    - b. Non-routine Actions
  4. Chair's Report
  5. Old Business
    - a. Proposed Class B Legislation
  6. New Business
    - a. Discussion of Draft of Integrated Social Science Online Degree Completion Major
  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 1:33 p.m.

**2) Review of Minutes from October 11, 2013**

Janssen had several changes to wording of the minutes which he had previously shared by email to Chair Kramer. These included changing a reference to Independent Continuing Education Programs to "Independent Continuing Education", adding a sentence on the inclusion of program specific students to restrictions on enrollment placed on nonmatriculated students, and deleting a sentence.

The minutes were approved as amended.

**3) SCAP Report [Exhibit A]**

***Consent Agenda (Routine Actions)***

At this meeting, all routine actions were considered one by one, rather than on a consent agenda.

**Old Non-Routine Business:**

The Jackson School is proposing a new minor in Russian, East European, and Central Asian studies (REECAS) to complement the major (item#1). The minor will allow non-Jackson School majors interested in REECA regional studies the opportunity to further their studies and demonstrate they have specialty knowledge about the region.

**ACTION:** Taggart moved to approved old non-routine business item #1 (Jackson School) as the department had responded to SCAP's request that the program require 18 credits outside of the

students major for completion of the minor, as required for interdisciplinary minors. Item #1 (Jackson School) was approved unanimously.

### **Old Routine Business**

Speech and Hearing Sciences is revising their program requirements to align with the new professional certification requirements and to better prepare students who want to continue to graduate level studies (item #1)

ACTION: Taggart moved to approve old routine item #1 (Speech and Hearing Sciences). Item #1 was approved unanimously.

Landscape Architecture is revising their admission and program requirements to align with the new professional certification requirements, and to better reflect actual course offerings for general education and within the department (item #2)

Janssen voiced his concern that the program required courses only available at the UW for admission to the program, which could pose a barrier to transfer students and would require them to be admitted as premajors. Kramer said that this practice was not a change and so was not up for approval by the council. Janssen asked that the minutes reflect that the sense of the Council would not approve programs that required (for admission to a major) courses only available at the university in the future.

ACTION: Taggart moved to approve old routine item #2 (Landscape Architecture). Item #2 was approved unanimously.

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

The Biology department is requesting to move to competitive admissions and implementing a continuation policy effective SUM/2014 as they feel unable to sustain 1700 undergraduate majors due to resources and a low level of student academic readiness to engage in a natural sciences major (item#1). The new admissions requirements would ensure students are adequately prepared to enter the major and the continuation policy will ensure they are meeting the University's Satisfactory Progress Policy.

Taggart introduced the proposal from Biology to make both their BS and BA programs competitive admissions. She noted that the proposal was the latest in a series of proposals to a major competitive, in part because enrollment pressure. Kramer said she had shared the proposal with Phil Ballinger, who said he would not be raising objections to the proposal. Kramer said the rationale for the change was two-fold: (1) to reduce the number of majors from 1700 to 1200; (2) to focus the major on students interested in studying biology, rather than fulfilling requirements for medical and allied health graduate programs. Kramer said also that their admission requirements would be rigorous and their proposed continuation policy relatively strict. Kramer said she was particularly concerned about those students, whose background had not prepared them for college level laboratory science. However, she noted that FCAS has always held that departments control their admissions processes as long as they did not conflict with general university policy.

Kollet asked about what bodies review these requirements. Kramer said that the department had to receive approval from their dean as well as a college curriculum council. Janssen said that students who could not get the major would in effect remain in the College of Arts & Science. Kramer said it was possible they could go to the College of the Environment. DeCosmo said she found it problematic for the department to say that biology was not relevant to a professional program in a health or medical field. Hoff said the department preferred students interested in the major, but also it was a case that the department feels overwhelmed by the number of students. DeCosmo remarked that the university had just admitted more a 1000 more students than the previous year, so this move is a significant decrease in the number of majors. Wensel said that Biology was also concerned about admitting a significant number of students planning on a health or medical career who are not competitive.

McNerney said that it was his impression that a more competitive major would admit more, not fewer, students interested in a pre-health career curriculum, as they are more competitive. Kramer said that Biology wanted students who did well in initial classes because they tend to do well in further biology classes. Biology also wants students who are interested in broader aspects of biology such as ecology and evolution. DeCosmo asked if the plan then was to limit enrollment in specific options, since admissions policy may not address the mismatch between what the department offers and what students want. Kramer said that could be the case, but the role of the Council in this instance was to advise. McNerney said he worried that the change could negatively affect faculty as well as students in a very short time. Kramer said her thinking was that FCAS was obliged to assume that they had considered these issues before making the proposal.

Kramer said the change is not before the Council today, and that SCAP would review the proposal on November 1<sup>st</sup>. She added that in the initial review, SCAP had asked about the number of students who would be affected by the proposed continuation policy, and Biology had replied that during the summer only 1 out of 600 students would have been affected; rather, it seems that the admissions process will be relied on to manage the number of majors. Kollet said it would be helpful to see these requests against the larger background of departments limiting admissions and requiring stricter graduation requirements. Kramer said that was a good question, but she was not sure it was a part of FCAS's charge to do oversee the capacity of majors. She said that this issue is a reason to have the President's designee on the Council, so that concerns can be communicated to a higher level. Janssen said that a survey of capacity had been done about ten year ago, and that it could help to have another survey done. Kramer said she would make that request to the President's designee. Janssen said he still had concerns about implementing the continuation policy on current students. Taggart said that SCAP would consider it.

**ACTION:** Will be discussed at SCAP on November 1<sup>st</sup>.

The Evening Degree Program is asking to immediately suspend admission to their Humanities major as the program is undergoing an extensive curricular review and at present lacks intellectual focus and rigor (item #1).

Taggart this proposal was to in effect change the admissions policy of the Evening Degree Humanities major, since suspension would make it impossible to be admitted to the major. She noted that Kramer had requested that Arts & Sciences submit a 1503 to communicate the change to FCAS. Taggart that said no classes would be cancelled because of the suspension, and the change would affect only a few students and no faculty. The suspension would be for six months, after which Arts & Sciences would have to revert to open admission, submit another 1503 or put the program through an RCEP.

Taggart said that this change had been published on the program's website, which has happened before in other cases of suspending a major, but that it was a bad practice. Conceivably, this action could require an RCEP as the intent was to review the major, but submitting a 1503 for a limited period suspension was acceptable.

Wensel said she had a question about the timing of the review of the Humanities Evening Degree major in conjunction with the ongoing proposal to offer a regular major in Humanities, as one thought is that the new "day" major will spur the revision of the existing major. Would it create an obstacle to approval of a revised Evening Degree Humanities major? Taggart said that, whatever happens with the current program, members of the committee would review a proposal for a revised major on its merits. Corbett asked whether it would be possible that Arts & Sciences could submit a 1503 requesting suspension of the major for a further year. Kramer said that the College could certainly ask, but it would be better that a plan was put forward or an RCEP was requested. Kollet said that it seemed that the concern was this opened a route for departments to sidestep the formal process to eliminate or revise the major. Kramer said that she had the same concerns, but at the present time, getting a program to submit a 1503 to formally suspend admissions was a step forward.

**ACTION:** A motion was made and seconded to approve suspension of admissions to the Evening Degree Humanities major. It was approved unanimously.

#### **4) Chair's Report**

Kramer announced that David Pengra had agreed to be the nominee the Provost's Taskforce on Online Education. Pengra said he would prepare a document for the next meeting including points he would like to be addressed by the taskforce, and to which FCAS members could add. Kramer said she would go to the first Enrollment Taskforce Meeting which she would report on at the next meeting. She noted she had spoken to Brett Rubio, chair of the Faculty Council on Multicultural Affairs about implementing the diversity requirement. Kramer said she would continue to update FCAS on the activities of these various groups.

#### **5) Proposed Class B Legislation in Response to Implementation of "Limited Admission Students" Regulations – Changes to 1XX Chapters of Student Governance and Policies**

Kramer said that, based on the previous meeting's discussion, the changes required to implement policies on "limited admission students" [now "program specific admission"] to the following chapters of Student Governance and Policies had been reviewed and were ready for approval by the Council: Chapters 104, 112, 113, 114, and 117. A motion to approve the chapters with changes was moved and seconded. It was approved unanimously.

**Chapter 102:** Kramer then discussed the chapters where additional changes or interpretations had been made by FCAS, starting with Chapter 102.3.A. She said since distance learning courses were not considered counting for a "home campus," then program specific students would not be able to take courses at Bothell or Tacoma. Edwards said that this referred to the requirement that students admitted above freshman standing must take 15 credits on their home campus before enrolling on another UW campus. Kramer said since there were no further changes asked for the chapter, she was asking for a motion to approve. The motion was seconded, and approved unanimously.

Chapter 110: Kramer said that references to “ROTC” courses needed to be removed in this chapter, as the courses referred no longer are taught. The motion was made, seconded and approved unanimously.

Chapter 101: Kramer asked if there was alternative to changing the name for this type of matriculated student besides “program specific student”. There was no further suggestion for names, so a motion was requested to use the previously discussed names (“program-specific” and “generally admitted”). The motion was made, seconded and approved unanimously.

Chapter 109: Kramer said for 109.2.B.3, concerning the clause for “other continuing education”, the term referred to continuing education classes still offered by the Medical School that had not yet been merged. The courses are few, but they do exist so the clause is needed. Kollet asked about whether there was a difference between UWEO and Professional & Continuing Education (PCE). It was said that they were essentially the same, though PCE is used on websites for programs and courses. Kramer then moved on to 109.3.A concerning the Evening Credit Program. This term applies to classes previously paid for by the state for to the university offer to nonmatriculated students.

Chapter 109 (cont.) Lastly, Kramer moved to the interpretation of Chapter 109.3.C.2.c. This chapter concerns the limitation to 20% enrollment for nonmatriculated students in any state-funded class. Kramer said that the issue for applying this to program specific students is that only after 25% or more of the enrollment in a regular class consists of these student does UWEO contribute money to instructional costs, and in that case only the faculty salary is paid (no money for teaching assistants or overhead). Wensel said that in her experience, there are never very many students from the Evening Degree Program who are admitted into “day” classes, in part because they are enrolled in the program due to life circumstances. Kramer said the issue is that they would not pay tuition, since their program fee would allow them to take the classes on a space available basis. Hoff said it might be a non-issue since a faculty member could decide to enroll them as an overload or not. Janssen said that some departments had the advisors deal with overloading classes, so faculty member might not even be aware.

Chapter 109 (cont.) Kramer said the Evening Degree aspect of the question was not addressed by the limitation, but by including them in the clause would mean that their inclusion in a course (if it was over 25%) would never be compensated for. Corbett said that the clause was probably included because of the number of fee-based graduate programs. Salehi-Esfahani said that the possibility seemed very hypothetical. Janssen said that this could change if more fee-based or program specific program undergraduate programs were created. Kramer said the question was whether FCAS would allow program specific students to take one or more courses outside their program, and then whether the Council wanted to change Chapter 109 so they would be included in the 20% calculation for nonmatriculated students. Janssen said it would be best to taken in steps, first whether to allow, and then second whether they should be included in the limitation. Hoff said that limiting the students seemed problematic, but not giving them more right than a nonmatriculated students. Kramer said that the original proposal in the legislation did not allow program specific students to take courses outside their program. Edwards said matriculated students can (and in the past have) enroll in courses in the registration period for nonmatriculated students.

Chapter 109 (cont.) Kramer said that the original decision to limit program specific students to courses in their program had been very deliberate, and that there was no reason that if the policy was changed in this legislation under review it would not be revised by the Senate Executive Committee or at a Faculty Senate meeting. Edwards said that one reason the limitation had been placed on these students is that

they were paying for access to university at a discounted rate, so to allow them access at that rate disadvantaged generally admitted students and others paying full cost. Kollet said that the concern was in the case of programs which have residential equivalents, a student could take the class for their degree yet not pay for it. Wensel said there is also a concern for courses in the program specific programs losing their enrollment. Edwards added that if students were allowed to take the regular courses on a fee-basis, it would present problems for Student Fiscal Services, who would have to charge them for tuition for the program and a fee for the course.

Janssen said that in making the case for this interpretation clear to the SEC and the Faculty Senate, he suggested that FCAS pass a motion. He moved that the following motion be approved:

ACTION: (Motion) That it is sense of FCAS that program specific students not be allowed to take regular tuition based courses.

The motion was seconded. There 8 votes in favor, none against, and 4 abstention.

Kollet suggested that the Council needed to vote to remove all of 109.3.A. A motion was made, seconded and approved unanimously.

Kramer then said the Council needed to approve all the other changes that had been to Chapter 109 that had presented at the previous FCAS meeting. A motion was made, seconded and approved unanimously.

## **6) Integrated Social Science Online Degree Completion Major – Discussion of Draft Proposal**

Kramer said, in lieu of a discussion of the preliminary proposal for the online degree completion major, she proposed that Council members send an email to her with details about changes that should be made to the program. A 1503 would be forthcoming soon, as the finalized proposal was to go to the Social Science chairs by November 5<sup>th</sup>. As the Council had had time to review the proposal, it was incumbent upon them to raise any concerns so that the proposing faculty could address them in time for the proposal's submission to SCAP. Hoff asked if there were faculty members behind the written proposal. Kramer said the proposal had been drafted with Matt Sparke, who is proposed as Director of the program, Judy Howard, Associate Dean for Social Sciences, and Kevin Mihata, Associate Dean for Educational Programs. She noted that also Professor Haideh Salehi-Esfahani was involved in developing courses for the program, and that Mel Wensel, ex-officio representative for advisors, had accepted a position as director of student services for the program. While the final proposal was now being reviewed by the Social Science chairs, the proposal itself had been developed in ongoing meetings the previous year with their input.

Kramer noted that there was one outstanding issue, raised by David Melin, which was how can FCAS approve something where the classes had not been approved, and there had been no piloting of the core ISS classes as "ground" or "online" courses. Kollet said that there were precedents for FCAS requiring a review of a program after it had been approved. Kramer said a review of the program would be required by the code that authorized the petition to waive the undergraduate residency requirement. Wensel said the problem for a program with no students to pilot a course as opposed to an existing program. Kramer said that in the case of the Integrated Science program, a course was piloted the year previous to its approval. Since time was running out, Kramer asked that any questions

about the program be sent to her by email, and that she would compile them to send to the appropriate faculty.

## **7) Adjourn**

The meeting was adjourned by Chair Kramer at 3:10 p.m.

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*Minutes by Robert Corbett, Coordinator of New Programs - Undergraduate Education, rcorbett@uw.edu*

**Present:**       **Faculty:** Kramer (Chair), Brock, Cunningham, Melin, Hoff, Janssen, Pengra, Salehi-Esfahani, Taggart

**Ex-Officio Reps:** Kollet, Chin Roemer, McNerney, Wensel

**Guests:** Robert Corbett, Janice DeCosmo, Virjean Edwards, Emily Leggio

**Absent:**       **Faculty:** Keil (sabbatical), Harrison,

**President's Designee:** Ballinger

Subcommittee on Admissions and Programs (SCAP) Summary

1:30-3:00 pm

October 18, 2013

Gerberding 036

**Old Non-Routine Business:**

1. **Jackson School - ([JSIS-20130415](#))** New minor in Russian, East European, and Central Asian Studies.

Background: The Jackson School is proposing a new minor in Russian, East European, and Central Asian studies (REECAS) to complement the major. The minor will allow non-Jackson School majors interested in REECA regional studies the opportunity to further their studies and demonstrate they have specialty knowledge about the region.

Action Taken: 10/04/2013 - Pending. Confirm 17 credits must come from outside of major, that the grade requirements is 2.0 cumulative GPA not a 2.0 in each course, and that the departments listed in the approved list of electives have signed off.

Update 10/15/2013: The department will require a minimum of 18 credits to be taken from outside of the student's major.

Action Taken: 10/18/2013 - Approve and forward to FCAS.

**Old Routine Business**

1. **Speech and Hearing Sciences - ([SPHSC-20130807](#))** Revised program requirements for the Bachelor of Science degree in Speech and Hearing Sciences.

Background: The department is revising their program requirements to align with the new professional certification requirements and to better prepare students who want to continue to graduate level studies.

Action Taken: 10/04/2013 - Pending. Ask department for more information on the intent of the recommended courses. Do they anticipate the reduced mathematics/statistics options to pose a roadblock for students?

Update: 10/8/2013 - Hold due to lack of response from the department.

Update: 10/15/2013 - See comments from department

Action Taken: 10/18/2013 - Approve and forward to FCAS.

2. **Landscape Architecture - ([LARCH-20130618](#))** Revised admission and program requirements for the Bachelor of Landscape Architecture degree.

Background: The department is revising their admission and program requirements to align with the new professional certification requirements, and to better reflect actual course offerings for general education and within the department.

Action Taken: 10/04/2013 - HOLD for next SCAP meeting. SCAP wants the department to provide more information about the courses required for admission that transfer students are to take via PCE/EO? What is their plan for advising transfer students, how is financial aid impacted by the PCE/EO classes?

Update: 10/15/2013 - Department had requested additional edits thinking the 1503 was being held until 10/15. See final draft.

Action Taken: 10/18/2013 - Approve and forward to FCAS.

**NEXT MEETING: November 1, 2013**

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

1. **Biology** - ([BIOL-20130827](#)) Revised admissions requirements and establishing a continuation policy for both the Bachelor of Arts and the Bachelor of Science degrees in Biology.

Background: The Biology department is requesting to move to competitive admissions and implementing a continuation policy effective SUM/2014 as they feel unable to sustain 1700 undergraduate majors due to resources and a low level of student academic readiness to engage in a natural sciences major. The new admissions requirements would ensure students are adequately prepared to enter the major and the continuation policy will ensure they are meeting the University's Satisfactory Progress Policy.

Action Taken: 10/18/2013 - HOLD. SCAP would like the department to answer the following:

- Have they considered adding Direct Freshman admissions?
- Suggest they retain the more detailed paragraph on what will be considered in admission decisions so students don't try to only take "easy" classes.
- When are students expected to apply?
- Will current students (students admitted prior to SUM/2013 be exempted from the continuation policy?)
- Suggest a fixed time period for advising plan (1-2 quarters) and if not why not?
- Is it a 2.0 CUM in all courses applied to the major or only BIOL courses - it varies in the supporting documents?
- What happens in the scenario where a student has been on probation before and drops below a 2.0 at the end of winter quarter of their senior year, are they kicked out of the major per the only 1 probation policy?

2. **Humanities** - ([HUM-20131014](#)) Immediate suspension of admissions to the Evening Degree Program's Bachelor of Arts degree in Humanities.

Background: The Evening Degree Program is asking to immediately suspend admission to their Humanities major as the program is undergoing an extensive curricular review and at present lacks intellectual focus and rigor.

Action Taken: 10/18/2013 - Forward to FCAS for discussion. Tentative approval to suspend admissions for AUT/2013, WIN/2014, and SPR/2014 quarters only. At the start of May SCAP recommends FCAS ask for the program to either reopen admissions, submit a 1503 to change the admissions/program requirements, or submit a RCEP to eliminate the program. Jennifer to ask the program if any classes were or will be canceled or if any faculty were otherwise reassigned to other duties as a result of the suspension.

### **Other Business:**

1. Preliminary discussion of online [Integrated Social Sciences](#) major. Anticipate 1503 at Nov. 12 deadline.

**NEXT MEETING: November 1, 2013**