

University of Washington  
Faculty Council on Academic Standards  
January 24, 2014, 1:30 pm – 3:00 pm  
Gerberding 142

**Meeting Synopsis:**

1. Call to Order
  2. Review of the Minutes from January 10, 2014
  3. Chair's Report
  4. SCAP Report
  5. Good of the Order
  6. 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 January 10, 2014**

Discussion ensued regarding admittance to the online Integrated Social Science (ISS) degree. ISS will admit students to the program as long as they meet the eligibility requirements. However, if there is a red flag in a student application, such as a student disclosing their unease of online education, ISS will notify the admission's office. It was clarified that ISS conducts the review while the Office of Admissions conducts the admissions. Discussion ensued about the particulars of the admissions process such as minimum GPA requirements, personal statements and eligibility. ISS is still developing the questions that will be asked of applicants. Wensel clarified that the questions are more of an evaluative tool for advising purposes rather than determining admissions. For example, the questions would address the applicant's interest in the program, background in social sciences, and specific interest in the thematic areas. It was clarified that the ISS degree will basically admit those who meet the requirements for admissions.

The minutes from January 10, 2014 were approved as amended.

**3) Chair's Report**

Kramer reported that the Senate Executive Committee (SEC) is still not thrilled with the choice of descriptors for different types of students. Currently, the suggested names are "generally admitted" and "program specific" students. Other options include "campus-specific" for "generally admitted", "restricted"/"unrestricted" students, "full admission"/"focused admission", and "purple"/"gold". Kramer mentioned that "campus-specific" is a technically correct classification since newly-enrolled students are admitted to specific campuses. Additionally, this is why "restricted" is also correct since students are restricted to the admission at only one campus. Discussion ensued about the different terms/definitions and how they impact students.

A question was raised asking who will actually be using these classifications. For example, if students are not really seeing these classifications then this appears to be a minor problem. Kramer explained that

the wording would only exist within the Student Regulations and be used to identify categories of students. Kramer stated that she would prefer to leave the language unless a Senator introduces a change on the floor.

A comment was raised that the term “unrestricted” student may be confusing because it may lead students to believe they can enter any program they want. Kramer reiterated that the Class B legislation is about to be reviewed by the Faculty Senate, which is related to last year’s Class B legislation adjusting language in the student handbook that addresses this special category of students. A question was raised asking if advisors and registrars like the current proposed changes. Virjean Edwards (University Registrar) stated that the current language is very clear. Kramer reiterated that the group dedicated to the Class B legislation had discussed the terminology for a very long time and much effort has gone into the current wording.

#### **4) SCAP Report**

##### ***Old New Routine Business***

#1: Public Health (SPH-20130924) Revised admission and program requirements for both the Bachelor of Arts and Bachelor of Science degrees in Public Health. The School wants to allow NUTR 300 to count as an option for admissions, replace the current foundations courses with an integrated SPH core (courses under development), add selective coursework in the BA and BS degrees, add 5 additional upper division elective credits, and replace the one quarter capstone with a two-quarter sequence. The proposal received unanimous approval.

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

- #1: History - (HIST-20131018A) New minor in History of Empire and Colonialism.
- #2: History - (HIST-20131018B) New minor in History of War and Society.
- #3: History - (HIST-20131018C) New minor in History of Religion and Society.
- #4: History - (HIST-20131018D) New minor in History of Race, Gender, and Power.

The History department is trying to better showcase their depth of comparative fields and is proposing four new minors for students to take. Kramer was not sure if Jennifer Payne had confirmed with the department that an RCEP would be required should History want to consolidate the minors in the future. All History proposals received unanimous approval.

Taggart removed #5: School of Music - (MUSIC-20131001) from the agenda since SCAP still has questions about this proposal.

##### ***New Routine Business***

#2: History - (HIST-20131202) Revised program requirements for Bachelor of Arts degree in History. This proposal was removed from the agenda due to possible curriculum prefix revisions.

#1: Biology - (BIOL-20131108) Revised program requirements for both the Bachelor of Arts degree and the Bachelor of Science degree in Biology. The Biology department wants to allow either GENOME 361 or GENOME 371 to count for the majors. Discussion ensued. A comment was raised that GENOME 361 can be satisfied by taking other courses so the proposal is adding something that already exists.

McNerney mentioned that Biology's course catalogue currently mentions this policy and an additional course FISH/BIO 340 is also accepted. Given that the catalog and online Biology advising documents are different from the proposal, Taggart removed the proposal and will follow up with Biology regarding the discrepancy.

#4: Electrical Engineering - (EE-20131203) Revised admission requirements for the Bachelor of Science in Electrical Engineering degree. The Electrical Engineering department is changing its upper-division admissions requirements to allow students to apply earlier which makes its early admissions process obsolete. Students would be able to apply for Direct Freshman admission or upper division admission, which should cause less confusion for students. Concern was raised about available space for transfer students. Taggart removed the proposal and will follow up with Engineering.

#3. Statistics - (STAT-20131107) Revised program requirements for the minor in Statistics. The Statistics department is proposing to restrict the amount of overlap between their minor and students' majors to 5 credits. The proposal received unanimous approval.

### **Guideline Proposals**

#### *Revising FCAS guidelines on Admissions to Majors*

Kramer introduced proposed changes to FCAS guidelines on admissions to majors. The last time the guidelines were drafted was in 2003. In reviewing the language everything appears to be accurate except for the following section:

*No more than 20 specifically required credits should be required as admission to majors in the College of Arts and Sciences.*

There are other majors within Arts and Sciences which have more than 20 credits and this specific guideline has never really been followed.

One important change was made to address the issue with departments suspending admissions to majors without any oversight. The following language was proposed to change admission requirements for an undergraduate program:

*Submission of UW Form 1503 is required to create or change admission requirements for an undergraduate program. Suspending admission to an undergraduate program is considered a change in admission requirements. Before implementation, a temporary suspension of admissions, not to exceed one academic year, must be approved by FCAS (via form 1503) at least one quarter prior the suspension and may require a RECP.*

Discussion ensued. The goal is to ensure that suspending admissions is not a trivial issue, but a major change to a department. Kramer explained that this language will be provided in FCAS' policy code which should be used as a reference when departments want to make adjustments to their programs. A question was raised about temporary suspension. Even "temporary" suspensions of a major are a change in admissions policy and need to undergo this process.

Discussion ensued about rewording the language and the timeframe in which departments can suspend admissions to majors.

### *Defining Option Guidelines*

The proposed language is meant to distinguish the difference between “options” and “minors”. UW has a number of terms that are used differently across campus including “track”, “concentrations”, “options”, and “focus areas” which can be very confusing.

The proposed revisions would make the following changes:

- Removing the terms “track” and focus area”
- Removing specific programs that currently offer options
- Removing the following phrases:
  - a. *Options must have at least a 50% overlap with the general program requirements*
  - b. *Options do not need HECB approval, programs only need to submit a 1503 for internal University approval.*
  - c. *Here is a sample transcript that includes a Degree, Major, Option, and Minor*
- Add the following phrases:
  - a. *A program may offer a standard major with options that a student may choose. (For example, a student can earn a BA in Anthropology or a BA in Anthropology with an option in Archaeological Sciences.) Alternatively, a program may require every student to choose one of several options. (For example, students in the Applied and Computational Mathematical Sciences program must choose an option when they declare the major.)*
  - b. *Each option within a major, including the standard major, must share at least a 50% common core.*
  - c. *The number of total credits for an option should differ by no more than 10 credits from any other option in the major, including the standard major.*
  - d. *Open and minimum admission requirement majors may have competitive options as long a non-competitive option is available.*

A question was raised about majors having competitive options as long as a non-competitive option is available. An open major with only competitive options would not be not truly “open.” Discussion ensued about open/competitive majors and general options that students can take in different programs. Discussion moved to adjusting the proposal in order to make the language clear for readers.

Taggart will incorporate the changes discussed today and present the updated proposal to the council at its next meeting.

### **5) Good of the Order**

A question was raised about the online ISS degree program report that FCAS will request once the tri-campus review is finished. Kramer will delay this discussion for the next meeting in order to gather feedback from the Faculty Senate meeting scheduled for January 30<sup>th</sup>.

Melin introduced Captain Deehr who will take over his role as the Naval ROTC Unit Commanding Officer on February 6<sup>th</sup>.

Pengra reported on recent developments with the online joint task force. The task force has met 3 times in mostly been informational sessions, such as presentations from Dan Grossman and Matthew Sparke.

During its recent meeting the task force went into further detail about online learning. While there were few results the group is raising many questions that can be addressed. Kramer stated that the online joint task force, in addition to the enrollment task force, will be a future agenda items once substantive progress has been made.

## 6) Adjourn

The meeting was adjourned by Chair Kramer at 2:30 p.m.

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

**Present:**           **Faculty:** Kramer (Chair), Cunningham, Hoff, Janssen, Melin, Pengra, Salehi-Esfahani, Taggart, Brock  
**President's Designee:** Ballinger  
**Ex-Officio Reps:** Kollet, Chin Roemer, McNerney, Wensel  
**Guests:** Robert Corbett (Coordinator of New Programs), Virjean Edwards (University Registrar), Emily Leggio (Senior Associate Director for Enrollment Policy), Janice DeCosmo (Associate Dean of Undergraduate Academic Affairs)

**Absent:**           **Faculty:** Harrison, Keil (sabbatical)  
**Ex-Officio Reps:**

Subcommittee on Admissions and Programs (SCAP) Summary**1:30-3:00 pm****January 17, 2014****Gerberding 036****Old New Routine Business**

1. **Public Health** - ([SPH-20130924](#)) Revised admission and program requirements for both the Bachelor of Arts and Bachelor of Science degrees in Public Health.

Background: The School wants allow NUTR 300 to count as an option for admissions, replace the current foundations courses with an integrated SPH core (courses under development), add selectives coursework in the BA and BS degrees, add 5 additional upper division elective credits, and replace the one quarter capstone with a two-quarter sequence.

Action Taken: 11/01/2013 - Hold for approval of new SPH core courses. Clarify BS science credits.

Update: SPH will allow the basic science and BS science selectives to double count. So the credits would be 97-119 total for the major and a minimum of 20 additional science selectives if students double count BIOL 180 and CHEM 142 in both requirements.

Action Taken: 01/17/2014 - Approve and forward to FCAS pending approval of SPH 380, 381, 480, and 481 at the January 21st Curriculum Meeting.

**New Non-Routine Business:**

1. **History** - ([HIST-20131018A](#)) New minor in History of Empire and Colonialism.

Background: The History department is trying to better showcase their depth of comparative fields and is proposing four new minors for students to take.

Action Taken: 01/17/2014 - Approve and forward to FCAS pending departmental approval of a change to a 2.0 cum GPA and 5 maximum credit overlap for all new history minors,. Suggestion to department to submit 1503's to include these restrictions in the existing history minors.

Update: History has agreed to the 2.0 cum GPA and the overlapping credit restriction. They will start 1503 paperwork for the existing minors once the new minors are approved.

2. **History** - ([HIST-20131018B](#)) New minor in History of War and Society.

Background: The History department is trying to better showcase their depth of comparative fields and is proposing four new minors for students to take.

Action Taken: 01/17/2014 - Approve and forward to FCAS pending departmental approval of a change to a 2.0 cum GPA and 5 maximum credit overlap for all new history minors,. Suggestion to department to submit 1503's to include these restrictions in the existing history minors.

Update: History has agreed to the 2.0 cum GPA and the overlapping credit restriction. They will start 1503 paperwork for the existing minors once the new minors are approved.

**NEXT MEETING: January 31, 2014**

3. **History** - ([HIST-20131018C](#)) New minor in History of Religion and Society.

Background: The History department is trying to better showcase their depth of comparative fields and is proposing four new minors for students to take.

Action Taken: 01/17/2014 - Approve and forward to FCAS pending departmental approval of a change to a 2.0 cum GPA and 5 maximum credit overlap for all new history minors,. Suggestion to department to submit 1503's to include these restrictions in the existing history minors.

Update: History has agreed to the 2.0 cum GPA and the overlapping credit restriction. They will start 1503 paperwork for the existing minors once the new minors are approved.

4. **History** - ([HIST-20131018D](#)) New minor in History of Race, Gender, and Power.

Background: The History department is trying to better showcase their depth of comparative fields and is proposing four new minors for students to take.

Action Taken: 01/17/2014 - Approve and forward to FCAS pending departmental approval of a change to a 2.0 cum GPA and 5 maximum credit overlap for all new history minors,. Suggestion to department to submit 1503's to include these restrictions in the existing history minors.

Update: History has agreed to the 2.0 cum GPA and the overlapping credit restriction. They will start 1503 paperwork for the existing minors once the new minors are approved.

5. **School of Music** - ([MUSIC-20131001](#)) New Bachelor of Music degree in Percussion with options in Orchestral Percussion & Contemporary Percussion and Mallet Keyboard.

Background: The School of Music would like to offer a major in Percussion within its Bachelor of Music degree to support the growing student interest in percussion studies. . The catalog copy mentions two options within the percussion major and calls it both Percussion and Percussion Studies.

Action Taken: 01/17/2014 - Hold for confirmation of program requirements. 6 credits of the School of Music Core are excluded from this major. The School needs clarify and also submit a 1503 to change the Music core in the General Catalog to exclude the Percussion major. Need clean catalog copy.

Update: The catalog copy is clean, but the faculty will need to discuss the music core requirements and then respond.

**New Routine Business:**

1. **Biology** - ([BIOL-20131108](#)) Revised program requirements for both the Bachelor of Arts degree and the Bachelor of Science degree in Biology.

Background: The Biology department wants to allow either GENOME 361 or GENOME 371 to count for the majors.

Action Taken: 01/17/2014 - Approve forward to FCAS.

**NEXT MEETING: January 31, 2014**

2. History - ([HIST-20131202](#)) Revised program requirements for Bachelor of Arts degree in History.

Background: The History department wishes to modify how student gain breadth of historical knowledge within the major. They are proposing to eliminate their "broad" U.S. European, and non-Western designations and require students to instead take at least one five credit course in four of six areas they teach. This will require them to reduce their electives by 5 credits.

Action Taken: 01/17/2014 - Hold for possible curriculum prefix revisions.

3. Statistics - ([STAT-20131107](#)) Revised program requirements for the minor in Statistics.

Background: The Statistics department is proposing to restrict the amount of overlap between their minor and students' majors to 5 credits.

Action Taken: 01/17/2014 - Approve and forward to FCAS.

4. Electrical Engineering - ([EE-20131203](#)) Revised admission requirements for the Bachelor of Science in Electrical Engineering degree.

Background: The Electrical Engineering department is changing its upper-division admissions requirements to allow students to apply earlier which makes its early admissions process obsolete. So students will now be able to apply for Direct Freshman admission or upper division admission which should cause less confusion for students.

Action Taken: 01/17/2014 - Approve and forward to FCAS.

#### **Other Business:**

1. Revising FCAS guidelines on [Admissions](#) to Majors. Jenny T and Jennifer P to work on proposed language. View links for language.
2. Defining [Option](#) guidelines. Spreadsheet of [current degrees/majors with options](#) at the Seattle campus.- Jenny T and Jennifer P to work on proposed language. View links for language.

**NEXT MEETING: January 31, 2014**

Current:

## Guidelines for Admission Requirements to Majors

1. Admission course prerequisites should be generally available to freshman or sophomores, and should apply to general education requirements if the student is not subsequently admitted.
2. Admission course prerequisites should generally be available at community colleges.
3. Prerequisite courses for admission to the major should be at the 100 or 200 level.
4. ~~No more than 20 specifically required credits should be required as admission to majors in the College of Arts and Sciences.~~

Adopted by the Faculty Council on Academic Standards on May 2, 2003.

Proposed:

## Guidelines for Admission Requirements to Undergraduate Programs

Submission of UW Form 1503 is required to create or change admission requirements for an undergraduate program.

1. Admission course prerequisites should be generally available to freshman or sophomores, and should apply to general education requirements if the student is not subsequently admitted.
2. Admission course prerequisites should be generally available at community colleges.
3. Prerequisite courses for admission to the major should be at the 100 or 200 level.

NOTE: Suspension of admission to an undergraduate program is considered a change in admission requirements. A temporary suspension of admissions, not to exceed one academic year, requires FCAS approval (via Form 1503) at least one quarter prior to implementation and may require an RCEP.

Revised by the Faculty Council on Academic Standards on January 24, 2014. Adopted by the Faculty Council on Academic Standards on May 2, 2003.