

UNIVERSITY OF WASHINGTON FACULTY COUNCIL ON ACADEMIC STANDARDS

The Faculty Council on Academic Standards met on Friday, **November 5, 2004** at 1:30 p.m. Chair Don Janssen presided.

Synopsis

1. Approval of the minutes of the October 22, 2004 FCAS meeting (see attachment).
2. Subcommittee Business.
 - SCAP (Subcommittee on Admissions and Programs)
 - Honors
3. Other New Business.
 - Transfer Credits Legislation Justification (to be handed out at meeting)
 - Other?
4. Reports.
 - Program Reviews (Graduate School)
 - Tri-Campus Retreat Follow-up
 - Future Informational Presentations
 - Other?
5. Adjourn.

Approval of the minutes of the October 22, 2004 FCAS meeting

The minutes of the October 22, 2004 FCAS meeting were approved as written.

Subcommittee Business

SCAP (Subcommittee on Admissions and Programs)

It was noted that the English Department wants to change the admission requirements to allow for new gateway courses. These gateway courses would be inaugurated in Spring 2005, and could be substituted for the current admission requirement of ENGL 210-213, or ENGL 228-230, 250.. The gateway courses would become admission requirements for majors starting in Autumn 2005. The question was asked: What do advisors know about what needs to be checked off, with respect to these programs. It was then pointed out that advisors are empowered to make this kind of substitution. Corbett stressed that this would be an accommodation for transfer students. Corbett agreed to follow up on this and report back to the council. Asked about the normal approval process, Washburn said that, once SCAP and FCAS approve a proposal, he drafts a letter for the president, who signs off on the proposal. President Emmert, however, may be transferring this task to the provost. Carol Niccolls is checking to see if any Executive Order changes need to be made if the provost assumes this responsibility.

Honors

The Honors Subcommittee chair Steve Buck said the sophomore, junior and senior medalists have been selected, and that the next work before the subcommittee is to select the President's Medalist in Spring 2005. Buck said it is "always amazing to look at the transcripts of these students," and he noted that the sophomore candidates were a particularly strong group this year.

Transfer Credits Legislation Justification

As a result of council discussion, the memo by FCAS Chair Don Janssen to the Senate Executive Committee was slightly modified to read as follows:

SUBJECT: Explanation of Proposed Changes to the University Handbook – Transfer Credits

Brief History

The University of Washington had been limiting community college transfer credits to a maximum of 90, while allowing students to transfer more than 90 credits from four-year institutions (even if those credits were lower-division). Substitute House Bill 2382 was passed by the 2004 legislative session and signed by the governor with an effective date of June 10, 2004. SHB 2382 requires Washington public baccalaureate institutions to treat the transfer of lower-division community college credit the same way they treat lower-division credit from four-year institutions. The Faculty Council on Academic Standards (FCAS) approved a temporary recommendation to the Provost last spring, but now needs to make the necessary Handbook changes to officially bring us into compliance with SHB 2382.

Proposed Changes

Our proposed Handbook changes are easiest understood in three parts:

First – We propose that lower-division transfer credits be limited to 90 at the time of admission to the University. (first sentence of Section B). The reference to two-year community colleges is removed. This brings us into compliance with SHB 2382.

Second – We recognize that there are legitimate reasons within specific majors to permit the transfer of more than 90 lower-division credits. The mechanism we propose for the transfer of these additional credits (second sentence of Part B and following two subsections) is that they advance a student toward a degree, and this transfer has the approval of the student's school or college. This approach has the additional benefits of not transferring credits that a student may not use (possibly pushing them into UW's "too much credit" category), and giving the student the option of deciding which credits are transferred.

Third – We clearly state the maximum number of credits that a student can transfer (New Section C). Students must complete a minimum of 45 credits at the university to earn a baccalaureate degree and more than 135 transfer credits would therefore be unnecessary.

Text of SHB 2382 can be provided if requested. The above explanation was prepared in order to acquaint members of SEC with the rationale behind the proposed legislation. The council commended Janssen for an excellent letter explaining the justification for the proposed legislation.

UW Bothell: Heads-up

The council was informed that a minor in "Policy Studies" is forthcoming from UW Bothell. If the procedure goes as it should, the proposal will be sent, after completing its process at Bothell, to the president, who will then send it to Faculty Senate Chair Ross Heath, who will then send it to FCAS. The Subcommittee on Admissions and Programs (SCAP) and the council will address the proposal as soon as possible. Washburn noted that a student cannot declare a minor from another campus, but can be granted a minor from another campus upon graduation, if all the requirements of that minor have been fulfilled.

Reports:

Graduate School Program Reviews

Janssen said it became apparent to the council last year that there was no feedback mechanism with new programs. Janssen contacted Gail Dubrow, Associate Dean for Academic Affairs in the Graduate School, and reminded her that, per her discussion with the council last year, she had agreed to offer feedback to the council whenever she had information on new programs that FCAS should know about. Dubrow passed this request on to Augustine McCaffrey, Manager of Academic Programs in the Graduate School, who was with Dubrow at the FCAS meeting.

Tri-Campus Task Force Retreat

Janssen, Woods, Washburn and Corbett attended the Presidential Tri-Campus Task Force Retreat. Janssen said generous discussion was devoted to specific tri-campus issues. The retreat's purpose, he reiterated, was not to resolve issues, but to share as many viewpoints and concerns about the direction of the tri-campus University as possible. He said it became apparent that the University can: 1) move in the direction of merging the three campuses; 2) move in the direction of developing three autonomous campuses; 3) or move in the direction of partially merging the campuses, with each campus retaining a high degree of autonomy, while clearly being part of a single University.

Janssen said there are certain existing tri-campus related problems that the council can work on now, from the point of view of academic standards. Washburn noted that other campuses have replicated what UW Seattle has done with its Home Page on the Internet with their own Home Pages; but he stressed that there is no Website containing all three campuses together. "The University presence is missing in all of this," he said. "We need a Website representing a University presence, a listing for both undergraduate and graduate level programs." Janssen said such a Website would have a public relations value as well. It was mentioned that UW Tacoma has a chart of "concentrations" on a listing it has set up for its campus. Janssen said, "We don't know what Tacoma and Bothell feel about this idea." He said he would check with them to see if they're interested. Washburn said, "We just need to assign responsibility. There is value for the University in doing this."

Woods said of the Presidential retreat that it was "one of the classiest conferences in my 30 years at the University of Washington. It was an excellent coming together of people from the entire University." President Emmert stayed for both days of the retreat and spoke briefly, but mostly he was intent on listening to what others had to say. Three members of the Board of Regents also were in attendance. There were upwards of 100 people in all. Janssen said the main campus is seen in some measure, by faculty and administrators at UW Bothell and UW Tacoma, as "an impediment to the other campuses getting on with their programs," and that this perception was one of the issues that the retreat addressed.

Ghost Majors – Tim Washburn

Washburn distributed a chart showing the "Declaration of Graduating Majors in Five Quarters prior to Graduation: Spring Quarter 2004 Graduates." He said, "We looked at quarters to see when students came into their majors." As for students having more than one major, he noted that students can carry three majors at a time. He emphasized that a student must be admitted into a major in order to get a degree in that major.

Navin conducted a survey of advisors on the presence of ghost majors in various departments. While the survey is still in progress, she distributed a chart showing the responses from the 25 units that have thus far responded, and noted that "most departments report that ghost majors is not a problem, or that it is a small problem." This is consistent with what the University has found out in its scrutiny of ghost majors. Janssen said, "The problem, where it does exist, is basically the department's own problem." Labossiere said, "We allow students from other majors, as long as they affirm that they will never be a major in Mechanical Engineering."

Woods noted that, in Nursing, all students who declare their major as juniors stay to complete their degree. Students cannot declare their major in Nursing as a senior, however.

Janssen said he thought it was good that the council looked at this issue. Departments should be able to deal with any problems they have with respect to ghost majors, he concluded.

Undergraduate Advisory Council – Steve Buck

Buck said the Undergraduate Advisory Council has yet to have its first meeting of the academic year. He will report on UAC's first meeting at the next FCAS meeting.

Topics for the remainder of Autumn Quarter

- “Challenge Index” Report: The Challenge Index is a follow-up of Course Evaluations, and concerns the “effort spent per credit in specific courses.”
- “Academic Progress” – Wiegand will report to FCAS on this ongoing issue.
- HEC Board activity – Corbett will present a summary of HEC Board activity at a council meeting late in the quarter or early in Winter Quarter. (The HEC Board next meets on December 10, 2004.) Corbett will speak specifically about the policy proposals developed by the Board as part of their Strategic Master Plan.
- Upper Division Major Requirements – Phillip Hoffman, Director of the Office of Institutional Studies, was recommended as someone the council would profit from hearing on this issue.
- List of all students who graduated in Spring 2004. Washburn said the list he has in mind would reveal the lowest number of upper division credits per major, etc. He said he would get the minimum and the maximum of upper division courses taken by students graduating in their cohort.
- UW Extension 2005. Janssen said he discovered that a Libraries Information Science 498 course and a URBDP 498 course are being offered via UW Extension in 2005. He reminded the council that it decided it found 498 Distance Learning courses problematic, and passed a resolution to that effect. “These courses have special titles which, he stressed, are not the University’s titles.” He said he could ask the University Curriculum Committee if they have approved these courses as DL courses, and if so, why, if the courses have not gone through the normal University academic approval process. The council encouraged Janssen to do so. Washburn recommended checking with Matt Winslow, Assistant Registrar in the Registrar’s Office. Janssen said he would.
- Admission Subcommittee. Washburn said he was contacted by the Athletic Department. The department is interested in expanding the number of special admissions to the University. Washburn said that he would ask for an Admissions Subcommittee meeting in December, and needs more members. Janssen and Stygall are current members. Janssen will ask Simon and Wiley if they can serve. Woods offered to sit in temporarily, if others cannot be found for the December meeting. Todd Turner, the new Athletic Director, will attend the December meeting.

Next meeting

The next FCAS meeting is set for Friday, November 19, 2004, at 1:30 p.m., in 36 Gerberding Hall.

Brian Taylor, Recorder

- PRESENT:** *Professors* Janssen (Chair), Buck, Keith, Labossiere and Woods;
Ex officio members Navin, Pitre, Richards and Washburn;
Regular guest Robert Corbett, Coordinator of New Programs.
- ABSENT:** *Professors* Montine, Newell, Reusch, Simon, Stygall and Wiley;
Ex officio members Bridges, Nyquist, Siddiqui and Wiegand.