

University of Washington
Faculty Council on Academic Standards

February 8, 2019
1:30pm – 3:00pm
Gerberding 142

Meeting Synopsis

1. Call to order
 2. Review minutes from January 25, 2019
 3. Chair's report
 4. Stage zero (Helen Garrett and Scott Fallgren)
 5. SCAP report
 6. Good of the order
 7. Adjourn
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1. Call to order

The meeting was called to order at 1:45 p.m.

2. Review minutes from January 25, 2019

The minutes from January 25, 2019 were approved as written

3. Chair's report

Due to inclement weather, Stroup, the chair, chose push updates to the next meeting.

4. Stage zero (Helen Garrett and Scott Fallgren)

Helen Garrett and Scott Fallgren presented changes to the 1503 approval process (Exhibit 1). The UW Curriculum Office (UWCO) and the Faculty Council on Tri-Campus Policy (FCTCP) worked together last year to simplify the overall process. Tri-Campus review is no longer a responsibility of FCTCP council members. Instead a Notice of Proposal (NOP) form is submitted during Stage Zero, before the Academic Unit moves forward with their 1503 proposal.

Council members discussed the changes. If members have specific questions they should contact Garrett or Fallgren.

5. SCAP report

Routine business:

#1 – Dance

The request is for revised requirements for the Minor in Dance. The department is proposing to remove the courses listed in the general catalog, and instead refer to an approved list of courses.

The request was approved and will be forwarded for tri-campus review.

Non-routine business:

#2 – Applied and Computational Mathematical Sciences

The request is for revised requirements and name change for the Mathematical Economics and Quantitative Finance Option within the Bachelor of Science degree in Applied and Computational Mathematical Sciences. The department is proposing to revise the Mathematical Economics Option requirements to add CFRM courses. The department is also proposing change the name of the option to the Mathematical Economics and Quantitative Finance Option.

The request was approved and will be forwarded for tri-campus review.

#3 – Drama

The request is for a new minor in Theatre Studies.

The request was approved and forwarded for tri-campus review.

#4 – English

The request is for revised admission and program requirements for the Bachelor of Arts degree in English.

The request was approved and forwarded for tri-campus review.

#5 – English

The request is for revised requirements for the Creative Writing Option within the Bachelor of Arts degree in English.

The request was approved and forwarded for tri-campus review.

#6 – Scandinavian Studies

The request is for revised program requirements for the Bachelor of Arts degree in Scandinavian Area Studies.

Members were still concerned that learning goals were not clearly defined or met with the proposed program change.

The request was tabled by the council. The council chair will meet with the department to discuss the council's concerns.

6. Good of the order

Nothing was stated.

7. Adjourn

The meeting was adjourned at 2:30 p.m.

Minutes by Lauren Hatchett, lehatch@uw.edu, council analyst

Present: **Faculty:** Sarah Stroup (Arts & Sciences) (chair), D. Shores (Business), John Sahr (Engineering), Phil Brock (Arts & Sciences), Dan Ratner (Engineering), Ann Huppert (Built Environments), Radhika Govindrajan (Arts & Sciences), Joel Thornton (Environment), Lynn Dietrich (Education), Mike Lockwood (Naval ROTC)

President's designee: Philip Ballinger

Ex-officio reps: Meera Roy, Conor Casey

Guests: Michaelann Jundt, Robin Neal, Robert Corbett, Helen Garrett, Scott Fallgren, Emily Leggio, Tina Miller

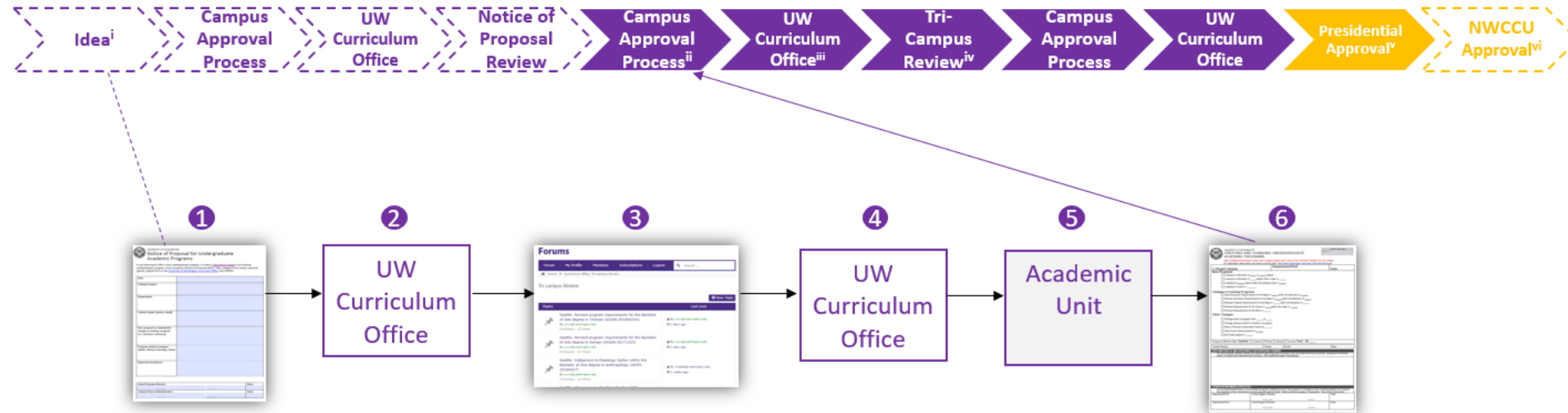
Absent: **Faculty:** Champak Chatterjee (Arts & Sciences), Zhi Lin (Arts & Sciences)
Ex-officio reps: Angelia Miranda, Jennifer Payne, Dan Feetham, Melissa Saiz-Matheny

Exhibits

Exhibit 1 – NOP_FCAS.pptx

1503 Process – Notice of Proposal

New Program or Substantive Program Changes



1. Notice of Proposal (NOP) completed by academic unit, sent to UW Curriculum Office (UWCO)
2. UWCO reviews NOP, prepares for Tri-Campus review
3. NOP electronically posted for review; email notification sent to: (1) the voting faculty of all UW campuses, (2) Office of the Provost, (3) the Deans, Directors, and Chairs, (4) the Chair of each academic program review committee, and (5) Chair of FCTCP
4. After 15 business day review period ends, UWCO documents comments (if any)
5. UWCO notifies academic unit
 - No comments (or comments of support), proceed to step 6
 - Significant comments to be resolved shall be reviewed by the Office of the University Registrar
6. Academic unit moves forward with developing proposal and following 1503 approval process for their campus

ⁱReported to ICAPP as "Idea" ⁱⁱSent to ICAPP as a "Notice of Proposal" ⁱⁱⁱRC FYI occurs at this stage, if necessary ^{iv}Sent to ICAPP for "30-Day Review" ^vNorthwest Commission on Colleges and Universities (NWCCU) approval may not be required depending on the type of substantive change; if not, no advertising or enrollments are permitted until UW Presidential approval has been received ^{vi}No advertising or enrollments are permitted until NWCCU approval has been received



Notice of Proposal Form



UNIVERSITY OF WASHINGTON

Notice of Proposal for Undergraduate Academic Programs

A unit planning to offer a new undergraduate program, or make a [substantive change](#) to an existing undergraduate program, must complete a Notice of Proposal (NOP). After college/school review, send the signed, original form to the [University of Washington Curriculum Office](#), Box 355850.

Date	
College/Campus	
Department	
Contact (name, phone, email)	
Program delivery (campus, offsite, distance learning, other)	
Expected enrollment	
New program or substantive change to existing program (1-4 sentence summary and rationale)	

Chair/Program Director:	Date:
<small>PRINTED NAME</small>	<small>SIGNATURE</small>
College/School Administrator:	Date:
<small>PRINTED NAME</small>	<small>SIGNATURE</small>

