

**UNIVERSITY OF WASHINGTON**  
**FACULTY COUNCIL ON EDUCATIONAL OUTREACH**

The Faculty Council on Educational Outreach met at 9:00 a.m. on Thursday, **October 10, 2002**. Chair Steve Buck presided.

**Introductions: new and returning members**

New and returning members introduced themselves and spoke briefly about their involvement with, and interest in, issues related to Distance Learning and educational outreach.

**Approval of the minutes**

The minutes of the March 20, 2002 and April 22, 2002 FCEO meetings were approved.

**Voting rights of FCEO ex officio members**

By a unanimous vote of all FCEO faculty members in attendance, the council's ex officio members were accorded voting status with one exception. David Szatmary, Vice Provost of UW Educational Outreach, serves as an invaluable resource for this council. But traditionally (it is the same with the Director of the Libraries on the Faculty Council for University Libraries), his position is not accorded voting status.

**Proposal in the Senate Executive Committee to realign faculty councils into "University Councils"**

Buck said there is currently a proposal in the Senate Executive Committee (SEC) to realign faculty councils and current administratively-appointed committees into "University Councils." As the letter from the Rose Committee to Faculty Senate chair Sandra Silberstein states, "The heart of our proposal is to replace current Faculty Senate Councils and the Senate Planning and Budgeting Committee with University Councils. These councils are to be focused on the university-wide functions or activities within the purview of the President's portfolio and those of the Provost and the Executive Vice President. On each of these councils an equal number of representatives shall be designated by the Senate on behalf of the faculty and by the President, Provost and Executive Vice President on behalf of the administration."

The "Rose Report" (named for Professor Emeritus Norman Rose of UW Bothell, who chaired the committee assigned to assess the faculty council structure) will be discussed by FCEO at subsequent council meetings.

**Report on the revision of the Evening Degree Program and an update on current and upcoming UWEO programs: David Szatmary, Vice Provost, UW Educational Outreach**

Szatmary discussed several directions in which UW Educational Outreach is going in the 2002-03 academic year.

"Fee-Based Degree Programs" are self-sustaining degree-granting programs, both onsite and online, that have increased significantly in number during the economic downturn of the last few years. Szatmary said that, because of the financial duress gripping the University, the University decided to look at programs that could be operated on a fee-based basis. Thus far, these programs appear "to have gone smoothly for the students taking them," Szatmary noted.

Tuition has been kept at a normal rate for some of the fee-based degrees, especially those formerly having state funding. Szatmary said there may be new fee-based degree programs at the Master's level, *if* they can be fee-based. It is not certain that they can be.

“In units that have lost a major, the students who have been affected can complete their degree programs,” Szatmary said. “We’ve done all *we* can to meet the needs of the affected students.”

Szatmary said there are currently 60 courses in the Arts and Sciences evening degree program. One thing this does is to allow the University greater flexibility; it means the University can accommodate students who are not able to attend classes in the daytime. “And we can deal with the students who are among those the University cannot reasonably accommodate in the daytime,” Szatmary said. He noted that, with the significant increase in fees for regular students at the University, the fee-based programs can operate without financial loss.

Buck asked Szatmary if there were any plans to develop some fee-based single classes. Szatmary said, “We could develop self-sustaining classes in Psychology and in other departments, *if* the demand were there. Because we need the revenue to pay instructional and administrative expenses, enrollment numbers do matter.”

Szatmary turned to “Fee-Based Online Classes in the Time Schedule.” He said reactions from students thus far have been quite positive. “We may try more of these, especially as we can now get the ‘C’-designation removed from such courses,” he said. These courses “are limited to 40 students; larger classes would not be effective.” He stressed that “balancing the budget is tricky with these courses.” Students, in most cases, come to campus only for the final examination in these courses. All the material covered in these courses is online.

Szatmary mentioned the “Open UW: A Free Course Initiative.” This program provides online self-study courses free-of-charge to the general public. The hope is that interest in the free courses will lead to enrollment in the longer, more intensive online programs at the University. “These courses are a subset of the regular and longer Distance Learning courses,” Szatmary noted. There have been upwards of 1,000 students a month in these courses since they began in June. “These are excellent numbers.”

As for “Certificate Programs in Educational Outreach,” Szatmary said, “There are more than 100 active programs now. Many are in the Information Technology area. Some of the IT courses have suffered, while others have expanded. Most of these programs are onsite, and not online, programs.” Buck said the University does not have certificate programs as an academic distinction on the transcript for undergraduates. “These are considered post-baccalaureate programs.” Szatmary added that “most of these students are *not* interested in a degree.”

Szatmary said he is serving on a Digital Virtual Learning Commons for the State of Washington. He said that, in a conversation with Governor Gary Locke, he discussed possible state funding for some of these high school courses. The governor was sympathetic to Szatmary’s suggestion, but nothing concrete has evolved.

Szatmary next addressed the “UW in the High School Program.” These are University of Washington credit courses taught in high schools. They will be taught by high school teachers who have received training consistent with the highest University of Washington standards, and who have been approved by the appropriate UW academic units. In some instances the training will have taken place at the University. Last year there were over 1,600 students in this program. The cost of these courses is less than that of regular UW courses. Szatmary said UW department representatives visit the high schools to observe the courses in the program.

Lastly, Szatmary spoke of the “UW-Apex Partnership.” The goal of the partnership is to provide online content applicable to high school students in 29 state virtual high schools. The courses will meet the

essential learning standards, academic needs and technology requirements of these virtual schools and high school students.

University of Washington faculty, high school teachers and UW instructional designers will work with Apex to develop online course content from its existing classes that will be appropriate for high school students.

Apex will serve as the integrator for the classes by marketing the courses, identifying the teachers, and providing the support platform for these high school teachers, students and courses.

As Szatmary said, "If someone were to take one of these courses, they would be properly prepared when they came to the University."

**Review of Distance Learning course applications: Tim Washburn, University Curriculum Office**  
Buck distributed a sheet detailing the "Resources" and "Guidelines" to assist in the "Design and evaluation of DL-suffix courses at the University of Washington," from the Faculty Council on Educational Outreach, March, 2002.

The introduction states: "In Autumn 2001, a new category of Distance-Learning course was approved at the University of Washington. Such courses are designated with a DL suffix, and are treated in all respects like other credit courses offered at UW. Specifically, all DL-suffix courses (hereafter termed just DL courses) must be evaluated and approved through the standard curriculum review process at department, school or college, and university levels.

"The intent of the present document is to highlight resources and general issues to help guide both those faculty who wish to teach DL courses and those who are involved in their review and approval."

Buck said, "The first set has come in using the new course application form. Tim Washburn, Director of Admissions and Records, said, however, that people have not supplied the information they should have. The Curriculum Office has asked for FCEO advice on the sufficiency of information requested on the form. Some of the courses in question are undergraduate courses that previously were "C"-prefix courses. Several courses that have applied are from the Information School; these are all 500-level courses. Buck noted that any graduate online programs do not need to be approved by the Faculty Council on Academic Standards, and its Subcommittee on Admissions and Programs.

Buck asked the council to consider whether it wanted to comment on the graduate-level courses or suggest that the Graduate School look at them. The council expressed a wish to revisit this issue.

Buck said, "We should look at the eight undergraduate-level courses." To this end, the council agreed that all who are interested, and who are able to attend, would convene at 26 Gerberding Hall on Thursday, October 17, at 9:30 a.m., in 36 Gerberding Hall. Buck, DeYoung and Wells said they will be able to attend, and others said they would if it were possible.

Buck said, "All these courses have been offered previously as 'C'-prefix courses; many of them will apply for DL status." Buck said Washburn voiced the opinion that "these courses seem a bit 'thin'."

"All of these are issues we made recommendations on last year," Buck pointed out. Szatmary said, "Units may need more guidance and clarification on this. And some of them may not be true online courses, but courses aided by technology."

Buck said, “There are concerns regarding acceptable practices, and related issues. We need to move quickly, as these courses are now on hold.” He stressed that FCEO did not say, last year, that a unit could not have an entirely Web-based course, though there are not now – nor can there be without the approval of the Faculty Council on Academic Standards – any entirely Web-based undergraduate courses.

Szatmary said the Curriculum Committee needs criteria for quality issues, as well as for other issues.  
Brian Taylor, Recorder

**PRESENT:** *Professors* Buck (Chair), Berger, DeYoung, Goldsmith, Warnick and Wells;  
*Ex-officio members* Warbington, Johnston and Szatmary;

**ABSENT:** *Professors* Jenkins, Kim and Noble;  
*Ex-officio members* Deardorff.