

**University of Washington**  
**Faculty Council on Educational Outreach**  
Thursday, January 4, 2007  
36 Gerberding Hall

Chair Rogers called the meeting to order at 3:02 p.m.

**Meeting Synopsis:**

1. Approval of Minutes
2. Attendance at Meetings
3. Finalize Talking Points Document
4. Lifelong Learning Award
5. Degree Programs with Embedded Certificates
6. Agenda Items for the Next Meeting

**1. Approval of Minutes**

Rogers moved to approve the minutes from the December 4, 2006 FCEO meeting. The motion was unanimously approved.

**2. Attendance at Meetings**

Erdly suggested that if an agenda is sent out ahead of time, a quorum can be established. It allows people to get an approved absence. Rogers agreed and requested that committee members let her know in advance if they cannot attend the meeting.

**3. Finalize Talking Points Document**

The talking points document will be finalized today so that it can be ready for the February meeting of the Senate Executive Committee.

Rogers distributed her notes for the talking points document and requested that the committee review the notes for problems or redundancies. Rogers also suggested ordering the points.

Corbett suggested emphasizing that the proposed changes are minute. The committee should state what the change is and legislation of relevance that will not change. Erdly agreed that the committee should illustrate what is not changing and reiterate that the university will still be able to do internal tracking. Erdly suggested including the rationale behind the proposed changes.

The committee agreed that DL studies will not be included, unless the Senate Executive Committee requires supporting evidence.

Corbett is still working on gathering information about whether other large universities designate DL courses on their transcripts. Todd Mildon, the Registrar, may have some of this data.

The committee agreed to emphasize that courses undergo a curriculum review by the department. Courses are designated as DL during the official process of curricular review and should be defined by that process.

Szatmary suggested keeping the discussion as simple as possible. The committee should make three descending points:

1. The proposed changes do not affect the residency requirement.
2. FCEO is proposing the removal of the date stamp on official transcripts.
3. FCEO is proposing the removal of the DL suffix on official transcripts because DL courses go through the same approval process as classroom courses.

The committee will respond to definitional questions, but should not initiate discussions on this topic.

Lam questioned if the committee should mention the timeline. Zierler suggested that since the timeline is the same for DL and classroom courses, the topic should not be included in the talking points document.

The committee agreed that the document will apply only to undergraduate courses. Erdly proposed that the committee clarify the matter by calling the proposal “DL Designators for Undergraduate Transcripts”.

Rogers will make sure this is on the February agenda of the Senate Executive Committee. Erdly will present at the meeting. Erdly requested that the minutes be made available as soon as possible so that he will have time to put together a short Power Point presentation and send it to the committee for comments.

#### **4. Lifelong Learning Award (Szatmary)**

The Lifelong Learning Award is a faculty award for contributions to lifelong learning and is given out with the teaching awards. If the committee knows of any faculty members who should be recognized for their work in continuing education in non-degree programs for two to three years, please nominate them. The award is a \$5,000 stipend. A few have already been nominated, but there is still time for a few more nominations.

#### **5. Degree Programs with Embedded Certificates (Szatmary)**

There are some fee-based degree programs that have embedded certificates. An example is Medical Engineering, which has four certificates that roll up into the degree. In Technical Communication, there is an embedded User-centered Design certificate. These certificates were created for a secondary audience of non-matriculated students, many of whom do not go on to complete the degree. The problem we are trying to resolve relates to matriculated degree students. Should they get the certificates as well as the degree? If so, then it seems that they are receiving two credentials for the same work. Currently, each unit is handling the matter independently.

According to Lam, Pharmacy students have to take additional courses to qualify for a degree. Lam stated that it depends on the definition of the certificate. What kind of coursework is required? How would the student achieve all the competencies? Lam believes that it is fair to award both the certificate and the degree if there is additional work and effort involved.

In Erdly's opinion, if there is additional work involved, then it justifies getting the additional credential. It should be noted that a certificate of completion is not the same as a certification, which implies having demonstrated competency through a testing process.

Olavarria suggested making the description of the degree more explicit.

Corbett is concerned that awarding the certificates muddies the value of the degree. He compares it to the AA degree, which is part of the process of getting the four-year degree.

In Ting's opinion, if there is no extra work involved, it is wrong for the student to get double credit.

Zierler agreed and thinks it is false advertisement for students to list both the degree and the embedded certificates. It would make sense if the certificate shows a specialization area, but most of the professional masters are lockstep.

The consensus of the committee is that matriculated students may get the certificate, in addition to the degree, if there is additional work involved. Szatmary will submit a proposal for the committee's review.

## **6. Agenda Items for the Next Meeting**

Rogers requested that the committee consider its next steps and bring forth any possible future agenda items.

Szatmary suggested considering the enrollment issue. How do fee-based programs fit into the enrollment mix?

The meeting was adjourned at 4:06 p.m. *Minutes by Shannon Tang, Administrative Assistant, University of Washington Educational Outreach.*

**Present:**     *Faculty members:* Erdly, Lam, Olavarria, Rogers, Zierler  
                  *President's designee:* Szatmary  
                  *ALUW:* Deardorff  
                  *PSO:* Corbett  
                  *ASUW:* Ju  
                  *GPSS:* Ting

**Absent:**     *Faculty members:* Keifer, Kyes, Larson