Meeting Synopsis:
1. Call to order
2. Review of the minutes from June 4, 2019
3. Introductions
4. Review FCSA charge letter
5. Hardship withdraw Class B legislation (Bree Callahan)
6. Good of the order
7. Adjourn

1. Call to order

The meeting was called to order at 1:30 p.m.

2. Review of the minutes from June 4, 2019

The minutes from June 4, 2019 were approved as written.

3. Introductions

Laws, the chair, welcomed the council members and guests. The members introduced themselves.

4. Review FCSA charge letter

The chair shared the FCSA charge letter that Joe Janes, Faculty Senate Chair, sent to the council (Exhibit 1).

The chair shared that he will send draft Class C resolution language regarding medical excuse notes after the meeting to discuss and vote on at the next council meeting (November 12).

The chair noted that the council also sends representatives to attend the Advisory Council on Intercollegiate Athletics (ACIA), Faculty Senate task forces, student conduct, etc.

5. Hardship withdraw Class B legislation (Bree Callahan)

Bree Callahan, ADA/Section 504 Coordinator, attended the council informed the members of the current language around hardship withdraw in Scholastic Regulations Chapter 113. The University has been advised by the Attorney Generals Office to strike the language, “physical and/or mental debilitation or...” The Faculty Senate Office provided a Class B template for this legislation (Exhibit 2).

The council discussed the proposed change. Members debated whether students ability to receive hardship withdraw might be further constrained if the language was removed.
Members felt that “physical and/or mental debilitation” was problematic, but saw value in keeping the language to recognize circumstances that may be part of a student’s life not circumstances that occurred to a student. Callahan responded that the current level of burden for students to prove their “physical and/or mental debilitation” is too great. Another member commented that the Registrar’s office would need procedural guidelines for what might be considered “unusual or extenuating circumstances” before removing the current language.

Callahan responded that she will take the council’s feedback to the University Registrar and prepare a new draft (including examples, annual drop, medical leave, procedural elements, etc.) for a future meeting.

6. **Good of the order**

Nothing was stated.

7. **Adjourn**

The meeting was adjourned at 2:55 p.m.

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

**Present:**

*Faculty:* Ann Culligan, Bruce Hevly, Chris Laws (chair), Dean Heerwagen, Andrea Carroll, Christopher Campbell, Kivanc Dincer, Clark Musselman, Selma Powell  
*Ex-officio reps:* Matthew Emery  
*President’s designee:* Lincoln Johnson  
*Guests:* Bree Callahan, Sam Akeyo

**Absent:**

*Faculty:* Gail Joseph  
*Ex-officio reps:* Erin Conor

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**Exhibits**

Exhibit 1 – fcsa_chargeletter_2019-20_draft.docx
Exhibit 2 – Class B Hardship Withdrawal.docx
September 16, 2019

Christopher Laws
Chair, Faculty Council on Student Affairs

Dear Professor Laws,

The Faculty Council on Student Affairs is charged with “responsibility for all matters of policy relating to non-academic student affairs such as financial aid, housing, regulation of social affairs, eligibility rules, intercollegiate athletics, and general student welfare” (Faculty Code, Sec 42-38). Activities historically performed include addressing a prioritized list of student-related concerns, inquiries, and interests in council meetings, especially by way of inviting key administrators and stakeholders to provide supplementary information and to receive faculty and student feedback on the issues at-hand.

Our recommendation is that the council identify specific goals that can be accomplished by the end of the 2019-20 academic year.

The Senate office did a background review to help identify goals for your council. This included review of minutes from last year’s meetings, review of discussions at Faculty Senate meetings, and selected outreach for topics. Recommended goals and / or topics for discussion include:

- Develop a Class C resolution that addresses issues around required medical excuse notes and a desired University policy that might address both faculty and student concerns.
- Work with Student Life and ASUW to address and support student mental health concerns.
- Continue to monitor various Student Life-related ongoing initiatives and provide feedback.

After your first council meeting we will be available to discuss the goals your council identified. Thereafter, we will post your council’s goals on the Faculty Senate website to communicate the important work you are doing.

Many thanks to you and the members of your council, on behalf of Senate Leadership and the faculty of the University, for all your time and work this coming year. I wish you all the best and look forward to working with you.

Sincerely,

Joseph Janes
Chair, Faculty Senate
Class B legislation regarding Hardship Withdrawal

Class B Legislation
Student Governance and Policies
Scholastic Regulations
Chapter 113; Section 3 (Dropping a Course), A (Officially Dropping a Course), 3 (Hardship Withdrawal)

Background and Rationale

3) Hardship Withdrawal

After the 14th calendar day, a student may petition the Registrar’s Office in writing to drop a course. The Registrar will grant such a petition if in his or her judgment the student is unable to complete the course in question because of physical and/or mental debilitation or unusual and extenuating circumstances, beyond the student's control, which have arisen after the 14th calendar day of the quarter. Petitions must be filed with the Registrar's office promptly after the occurrence of the event that gave rise to the need for dropping. Approved drops will be entered on the transcript with a grade of HW.

Submitted by: