Meeting Synopsis:

1. Call to order
2. Chair’s report
   a. Welcome / Introduction
   b. Explanation of Scope
   c. Useful Abbreviations
   d. Last Year and Next
3. Council orientation
4. Review of the minutes from June 9th, 2017
5. SCAP report
6. Using residency for matriculated admissions
7. Good of the order
8. Adjourn

1) Call to order

Stroup called the meeting to order at 1:30 p.m.

2) Chair’s report

   Welcome and introduction

Stroup welcomed new and returning members to FCAS for the 2017-2018 academic year. Introductions were made by both members and guests. Stroup read aloud FCAS’ charge within the Faculty Code.

   Explanation of scope

Two handouts were passed out as part of an orientation for new members (Exhibit 1) (Exhibit 2). The FCAS 2016-2017 Annual Report was highlighted as a resource for new members as it provides a synopsis of the council’s activities during the past academic year (Exhibit 1). Stroup gave brief descriptions of some of the listed items. The UW Seattle 1503 Approval Process Flowchart was also distributed to members as a useful resource in understanding FCAS’ role in that process (Exhibit 2).

Stroup then provided a brief background into current issues facing academic standards at the UW, mentioning the proliferation of capacity-constrained majors as one challenge. She explained budgeting issues campus-wide and in individual departments also increasingly intersect with FCAS’ work, and as a result, member Dan Ratner will sit on the Senate Committee Planning and Budgeting (SCPB) during 2017-2018 to act as a connection between the two bodies.

   Useful abbreviations
Stroup presented a handout with abbreviations used commonly during conversations in FCAS. She gave an overview of the program creation/change form (aka. “1503”) that included its uses, relation to the work of the Subcommittee on Admissions and Programs (SCAP) and FCAS, and how members may access completed 1503s via the SCAP agenda.

*Last year and next*

Stroup provided a brief overview of items expected to be addressed by FCAS during the 2017-2018 academic year – some of which continue from 2016-2017 as well as several new topics. These included issues of teaching capacity and suspension of programs, application pathways for certain academic programs, the question of implementing new transcriptable “academic concentrations,” using residency as a factor in selecting students for programs, and large changes planned for admissions processes in Computer Science.

3) Council orientation

Burgess (Council Support Analyst, Faculty Senate & Governance) gave an orientation to new members on FCAS’ role within the Faculty Senate and wider university using a PowerPoint (Exhibit 3).

4) Review of the minutes from June 9th, 2017

The minutes from June 9th, 2017 were approved as written.

5) SCAP report

*Old Non-Routine Business*

#1 – Early Childhood & Family Studies

The request is for revised admission requirements for the Bachelor of Arts in Early Childhood & Family Studies proposing that campus and online programs be recognized as different programs, as well as a revision to the distribution of electives required for campus students.

FCAS previously requested the department provide a name for the online program, which was forwarded by the Department soon after.

The request was approved by majority vote of council members.

#2 – Construction management

The request is for an open admission, 27-credit Minor in Construction Management. It was reported the Department chose to drop the prerequisite CM 323 (for the CM 331 course) following consultation with SCAP.

The request was approved by majority vote of council members.

#3 – Nursing
The request is for new admission requirements for the Bachelor of Science degree in Nursing to restrict admission to the traditional BSN (2-year) program to those without a prior bachelor’s degree.

There was some discussion of the proposal. It was noted the request is coming out of SCAP without any recommended course of action (e.g. approval, disapproval). Members settled on two distinct issues with the proposal: no comprehension of the line in the 1503 stating “the University of Washington has a cap on number of bachelor’s degrees that can be awarded to those with prior degrees,” and little comprehension of the numbers on post-baccalaureate applicants to the program listed in the 1503 and accompanying attachments.

The request was held until clarity could be brought to the above questions.

#4 – Public Health

The request is for a new Nutritional Sciences Option within the Bachelor of Science degree in Public Health.

#5 – Public Health

The request is for a new Education & Promotion Option within the Bachelor of Arts degree in Public Health.

#6 – Public Health

The request is for revisions to the program requirements for the Bachelor of Science degree.

#7 – Public Health

The request is for revisions to the program requirements for the Bachelor of Science degree and Bachelor of Arts degree in Public Health to add a diversity seminar requirement for all BA and BS students.

The Public Health requests were approved by majority vote of council members.

New Non-Routine Business

#8 – American Indian Studies

The request is for a new, open admission 25-credit Minor in Oceania and Pacific Islander Studies.

The request was approved by majority vote of council members.

6) Using residency for matriculated admissions

Stroup noted the item would be addressed in the next meeting.

7) Good of the order
Nothing was stated.

8)   Adjourn

The meeting was adjourned at 3:00 p.m.

Minutes by Joey Burgess, jmbg@uw.edu, council support analyst

Present:        Faculty: Radhika Govindrajan (Arts and Sciences), Mike Lockwood (ROTC Naval Science), Sarah Stroup (Arts & Sciences) (Chair), Daniel Enquobahrie (Public Health), Dan Ratner (Engineering), Phil Brock (Arts & Sciences), D. Shores (Business)
               Ex-officio reps: Conor Casey, Navid Azodi, Meera Roy
               President’s designee: Philip Ballinger
               Guests: Janice DeCosmo, Robert Corbett, Helen Garrett, Tina Miller

Absent:        Faculty: Ann Huppert (Built Environments) Lynn Dietrich (Education), Champak Chatterjee (Arts & Sciences), John Sahr (Engineering), Zhi Lin (Arts and Sciences)
               Ex-officio reps: Jennifer Payne, Robin Neal

Exhibits
Exhibit 1 – fcas_annualreport17-18.pdf
Exhibit 2 – uwseattle_1503_approvalprocess_flowchart.pdf
Exhibit 3 – orientation_universityfacultycouncils.pdf
Faculty Council on Academic Standards  
2016-2017 Annual Report  
Submitted by Sarah Stroup, Chair

Summary:

During the 2016-2017 academic year, the Faculty Council on Academic Standards (FCAS) met sixteen times in regular meetings, conducting its routine business of approval of new (or changed) undergraduate degrees, majors and minors for the University of Washington Seattle campus; evaluation of admissions and graduation requirements; and the selection of honors medalists and GPA cutoffs. Details of all of these actions may be found in the meeting minutes, which are located on the council’s page on the UW Faculty Senate website. In addition to the routine business outlined above, the following non-routine business was conducted.

Major topics the council worked to address and/or completed during the year include:

- **College of Engineering shift to Direct-to-College admissions**

  The College of Engineering (CoE) had been working on a Direct-to-College proposal for the past two years. This proposal—the largest and most complex FCAS has wrangled in past memory (and comprising 11,1503 forms)—first came to FCAS (through SCAP) in 2015–2016; Patricia Kramer and I continued work with CoE over the Summer of 2016, and at the start of the Autumn quarter, this proposal became FCAS’s primary non-routine business focus. To that end, in addition to our sixteen regular meetings, FCAS held a series of ex tempore online meetings and votes (using a catalyst discussion group) to facilitate and expedite the College of Engineering DtC proposal over the winter break. We were able to get this proposal unanimously voted through in late January 2017; the remainder of the year saw continued work with CoE to ease the proposal through successfully, and have it in place for the current (AU 2017) admissions cycle.

- **FCAS Policy on Internships**

  The council drafted a new FCAS policy on Service Learning and Internships in order to maximize the effectiveness of such opportunities and to set effective standards in terms of student learning, advising, and evaluation.

- **Term substitution: “competitive majors” to “capacity-constrained majors”**

  Due to the apparent and widespread misapprehension—by entering and current students, as well as those who advise them—of the term “competitive major” (that such majors are
more difficult, more valuable, or more respected) as well as the fact that such has never been any formal major designation at the UW, the council unanimously moved to substitute the term “competitive major” with the more accurate “capacity-constrained major.”

- **Class B legislation concerning changes to Scholastic Regulations (area of academic interest)**

The council moved to allow area of academic interest to be taken into consideration in the Holistic Admissions process for non WA residents, in order to hopefully reduce the percentage of students who accept offers of admission to the UW Seattle only to find that they are unable to gain entry into capacity-constrained majors.

- **Decision concerning “W” (Additional Writing) Credit**

The council wrote a new policy pertaining to the W (“Additional Writing”) credit specifying that as the purpose of the W requirement is to build upon the skills learnt in English Composition courses, all writing for these credits must be done in the English language.

- **Class B legislation concerning ROTC priority registration**

The council successfully passed legislation to allow contracted ROTC students priority registration.

- **Presentation of “Preferred Names” legislation to the Faculty Senate**

The council, working with the Registrar, presented legislation that confirmed all students’ rights to be listed—on email and class roster—by the name(s) they prefer to use. This does not affect names on transcripts or any official UW documentation.

- **Expansion of VLPA status for first year literary language courses**

Working closely with the UW Curriculum Committee, FCAS was able to establish VLPA status for first year literary language courses (that is, language courses for which literary and artistic texts are the primary means of language acquisition, and which are used as source material from the first quarter on). This has already had an ameliorative effect on the registration and retention of such courses.

- **New policy on Options and new policy on Minors**

The council drafted new policies on both Options and Minors in order to specify the balance of course overlap for such.
Update to Syllabus Guidelines

In response to some trends noticed by the UW Curriculum Committee, the council drafted an update to syllabus guidelines, specifying that peer evaluation, while a useful pedagogical tool, cannot replace instructor grading.

The council identified fiscal concerns arising from course overlap and reduplication, and, working with SCPB, has begun to move toward new processes of 1503 and new course proposals in order to reduce such in the future.

Council members during 2016-17 academic year

Faculty:
Presidential Designee:
Ex-Officio Representatives:
Regularly-invited guests:
**UW Seattle 1503 Approval Process Flowchart**

1. **Department/Program Approval**
2. **Chair/Director Approval***
3. **Dean & Committee Approvals***
4. **Curriculum Office Review***
5. **SCAP Review***
6. **FCAS Approval***
7. **ICRC FYI***

**New degrees and majors**

- **PNOI**
  - 30 Day review via **ICAPP**

**New Programs & non-Routine Changes**

- **Tri-Campus Review**
  - 15 business days

- **SCAP Review***

- **FCAS Approval***
  - 2 week approval minimum

**Routine Program Changes**

- **Provost Regents***
  - 10 week approval minimum

- **President***

*May contact or send back for more information.

ICRC: Intercollege Relations Commission
SCAP: Subcommittee on Admissions and Programs
FCAS: Faculty Council on Academic Standards
ICAPP: Interinstitutional Committee for Academic Program Planning

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**Exhibit 2**
Orientation to university faculty councils

JOEY BURGESS, UW FACULTY SENATE OFFICE
Welcome to the Faculty Senate

- Thaisa Way, Faculty Senate Chair
- George Sandison, Faculty Senate Vice Chair
- Zoe Barsness, Chair, Senate Committee on Planning and Budgeting
- Mike Townsend, Secretary of the Faculty
- JoAnn Taricani, Faculty Legislative Representative
- Nancy Bradshaw, Assistant to the Chair
- Jordan Smith, Assistant to the Secretary
- Joey Burgess, Council Support Analyst
Faculty councils

- Address issues of the faculty as a whole for the general welfare of the university
- Standing committees appointed by the Senate Executive Committee and confirmed by the Faculty Senate
- Advise both the provost and the Senate Executive Committee on issues of faculty and university concerns

Roles include:
- Prepare legislation and resolutions to the Senate Executive Committee
- Submit reports to the senate chair
- Receive and make recommendations on behalf of university faculty
- Request information/assistance and appoints ad hoc committees to address university concerns
- Receive reports from university administrators and provides recommendations/feedback
- Represent faculty through service on university-wide committees
Faculty councils and subcommittees

- Academic standards
  - Admissions and programs (SCAP)
  - Admissions and graduations (SCAG)
  - Honors
  - UW Curriculum Committee (UWCC)
- Benefits and retirement
  - Family Leave
- Faculty affairs
- Multicultural affairs
- Research
  - Classified/restricted research
- Student affairs

- Teaching and Learning
  - Best Practices in Online/Hybrid Teaching and Learning Environments
  - Cataloging Assessment and Improvement of Teaching & Learning Across Colleges
  - Teaching and Learning Effectiveness for Part-Time Lecturers
  - Diversity- and Equity-Informed Pedagogies
- Tri-campus Policy
  - Tri-campus Review
- University facilities and services
- University libraries
- Women in academia
Council membership

- Voting members of the university faculty (3-year terms)
  - Appointed by the Senate Executive Committee
- President’s designees (1-year terms)
  - Appointed by the president
- Ex officio members (1-year terms)
  - Associated Students of the University of Washington (ASUW)
  - Graduate and Professional Student Senate (GPSS)
  - Association of Librarians of the University of Washington (ALUW)
  - Professional Staff Organization (PSO)
Faculty council chairs

- Provide leadership of council activities and meetings
- Represent university faculty and their concerns to stakeholders across UW
- Work closely with Faculty Senate leadership to pass legislation/resolutions
- Work with other council chairs on issues that impact multiple stakeholder groups
- Serve as ex officio voting members of the Faculty Senate
Meetings

- Meetings last 1.5 hours
- Quorum is 50% of all voting members
- When quorum is met councils can take official actions (approve minutes/legislation/etc.)
- When quorum is not met councils can still meet, but not take official action on agenda items
- Please raise your hand if your name is: (you are a voting member)
Google drive

- Used to host council meeting materials and facilitate council collaboration
- No securities on folders, all are accessible via a hyperlink sent in meeting announcements
Senate legislative process – class A

- “All changes to the Faculty Code”
- Begins with a faculty council
- Approved by the Senate Executive Committee (1st round)
- Approved by the Senate (1st round)
- Reviewed by the code cops and the president
- Approved by the Senate Executive Committee (2nd round)
- Approved by the Senate (2nd round)
- Approved by a full faculty vote
- Approved by the president
Senate legislative process – class A

- Professor of Practice
- Updates to the Faculty Code
- Academic Freedom and Responsibility
- Modifying Procedures and Promotions
Senate legislative process – class B

“Legislation that is not class A”

- Begins with a faculty council
- Approved by the Senate Executive Committee
- Approved by the Senate
- Approved by the president
- Legislation is sent to the full faculty for feedback
- If less than 5% of voting members object, the legislation is approved
- If 5% or more object, the legislation returns to the senate to consider feedback
Senate legislative process – class B

- Updates to Scholastic Regulations Chapters 101-117
- Revisions of Scholastic Regulations to create a diversity graduation requirement for undergraduates.
- Revisions related to Scholastic Regulations.
- Procedures related to Honorary Degrees.
Senate legislative process – class C

- Senate resolutions, not legislation
- Begins with a faculty council
- Approved by the Senate Executive Committee
- Approved by the Faculty Senate
- Announced to the entire voting faculty
- Non-binding; therefore used sparingly to support specific policy actions or garner awareness on exceptional issues

Alternatives to Class C’s:
- Collaborating with other councils
- Consulting with Senate Leadership to find the most effective way to address the issue
Senate legislative process – class C

- Resolution Concerning Transgender Coverage
- Resolution Concerning University of Washington International & English Language Programs Extension Lecturers
- Resolution Addressing Faculty Demographic Concerns
- Resolution Concerning Repairing Shared Governance and the Faculty Salary Policy
- Resolution Concerning the Provost Search Process
- Resolution Concerning the Faculty Fund for Library Excellence
Questions?
Old Non-Routine Business:

Early Childhood & Family Studies (ECFS-20170430R) Revised Admission Requirements for the Bachelor of Arts in Early Childhood & Family Studies.

Background: The Department is proposing campus and online programs be recognized as different programs, and a revision to the distribution of electives required for campus students.

Action taken 06/02/2017: Approved and forwarded to FCAS.

Action taken 06/08/2017: FCAS requested the department provide a name for the online program.

Update 09/28/2017: Department has provided a revised 1503, which includes the name for the online program.

Action taken 10/06/2017: Approved and forwarded to FCAS.

Construction Management (CM-20170327) Minor in Construction Management.

Background: The Department is proposing an open admission, 27 credit Minor in Construction Management.

Action taken 05/19/2017: Was not discussed.

Action taken 06/02/2017: SCAP requested department either remove the CM 323 prerequisite for required course CM 331, or add CM 323 to the required course list.

Update 06/21/2017: Department updated CM 331 to remove CM 323 as a prerequisite course, effective SPR/2018.

Action taken 10/06/2017: Approved and forwarded to FCAS.

Nursing (NURS-20170328) New admission requirements for the Bachelor of Science degree in Nursing

Background: The Department is seeking to restrict admission to the traditional BSN (2-year) program to those without a prior bachelor’s degree.

Action taken 04/21/2017: Was not discussed.
Action taken 05/05/2017: Was not discussed.

Action taken 05/19/2017: SCAP has requested the department explain why they are pursuing this as a policy instead of informing students.

Update 06/21/2017: The department has responded, see attached (p.6-7).

Action taken 10/06/2017: Forwarded to FCAS with no recommendation.

Public Health (SPH-20170301A) Nutritional Sciences Option within the Bachelor of Science degree in Public Health.

Background: The Department is proposing the creation of a new Nutritional Sciences Option.

Action taken 05/19/2017: SCAP requested department provide one version of the catalog copy, check credit totals, and provide a list of approved electives.

Update 09/28/2017: The department checked the credit totals and provided one version of the catalog copy and an approved list of electives for this option (see p. 3-15).

Action taken 10/06/2017: Approved and forwarded to FCAS.

Public Health (SPH-20170301B) Education & Promotion Option within the Bachelor of Arts degree in Public Health.

Background: The Department is proposing the creation of a new Education & Promotion Option.

Action taken 05/19/2017: SCAP requested department provide one version of the catalog copy, check credit totals, and provide a list of approved electives.

Update 09/28/2017: The department checked the credit totals and provided one version of the catalog copy and an approved list of electives for this option (see p. 3-15).

Action taken 10/06/2017: Approved and forwarded to FCAS.

Public Health (SPH-20170301C) Revisions to the Program Requirements for the Bachelor of Science degree.

Background: The Department is proposing revising program requirements for the Bachelor of Science degree.

Action taken 05/19/2017: SCAP requested department provide one version of the catalog copy and check credit totals.

Update 05/22/2017: Single version provided (p. 3-10).
Action taken 06/02/2017: Some discussion ensued, no official comments at this time.

Update 09/28/2017: The department checked the credit totals and provided one version of the catalog copy (see p. 3-15).

Action taken 10/06/2017: Approved and forwarded to FCAS.

**Public Health (SPH-20170301D)** Revisions to the Program Requirements for the Bachelor of Science degree and Bachelor of Arts degree in Public Health.

Background: The Department is proposing revising program requirements to add a diversity seminar requirement for all BA and BS students.

Action taken 05/19/2017: SCAP requested department provide one version of the catalog copy and check credit totals.

Update 05/22/2017: Single version provided (p. 3-10).

Action taken 06/02/2017: Some discussion ensued, no official comments at this time.

Update 09/28/2017: The department checked the credit totals and provided one version of the catalog copy (see p. 3-15).

Action taken 10/06/2017: Approved and forwarded to FCAS.

**New Non-Routine:**

**American Indian Studies (AIS-20170815)** Minor in Oceania and Pacific Islander Studies.

Background: The Department is proposing an open admission, 25 credit Minor in Oceania and Pacific Islander Studies.

Action taken 10/06/2017: Approved and forwarded to FCAS contingent upon removal of points 2, 3, and 4, under ‘Other Requirements’ on p.009.

Update 10/10/2017: Dept. has removed points 2, 3, and 4, under ‘Other Requirements’ on p.009.