Meeting Synopsis:

1. Call to order
2. Welcome and Introductions
3. Review of the minutes from June 10th, 2016
4. Council orientation
5. FCAS orientation and subcommittee sign up
6. SCAP report
7. 2016-2017 council charge letter
8. Good of the order
9. Adjourn

1) Call to order

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

2) Welcome and Introductions

Members and guests of the council introduced themselves. There were four new faculty members on the council: Matthew Taylor (Anthropology), Lynn Dietrich (Early Childhood and Family Studies), Ann Huppert (Architecture), and John Sahr (Electrical Engineering).

3) Review of the minutes from June 10th, 2016

The minutes from June 10th, 2016 were approved as amended.

4) Council orientation

Burgess (Council Support Analyst) gave an orientation to the council on its role and function within the faculty senate and the larger university. He used a PowerPoint as part of his presentation (Exhibit 1). There was a question relating to FERPA compliance of the council’s file-share service, Google Drive. The response was that Google Drive is FERPA compliant, according to UW-IT’s website.

5) FCAS orientation and subcommittee sign up

Stroup held an FCAS orientation for new members. She asked subcommittee chairs to provide a brief description of the work and purview of their subcommittees before a sign-up sheet was passed around to facilitate new members joining subcommittees.

It was noted the Honors subcommittee typically meets once in fall quarter and twice during spring quarter, the Subcommittee on Admissions and Programs (SCAP) meets every other Friday during
academic quarters (with the exception of summer quarter), and the Subcommittee on Admissions and Graduation (SCAG) plans to poll its membership to find times for meetings.

6) SCAP report

Old Non-Routine Business

#1 - Bioethics and Humanities

The request is for revised program requirements and change of program name for the minor in Bioethics.

The request was approved by a majority vote of the council.

#2 - Early Childhood & Family Studies

The request is for updated requirements for the Bachelor of Arts degree in Early Childhood and Family Studies.

The request was approved by a majority vote of the council.

New Non-Routine Business

#1 – Economics

The request is for revised program requirements for the Bachelor of Arts degree in Economics.

Brock explained SCAP had concerns over the rationale behind a decision to set the minimum required GPA for course “ECON 382” at a 2.0. The department agreed to remove the requirement after consultation.

The request was approved by a majority vote of the council.

#2 – Economics

The request is for revised program requirements for the Bachelor of Science degree in Economics.

The request was approved by a majority vote of the council.

New Routine Business

#1 – Anthropology

The request is for revised requirements for the Option in Medical Anthropology and Global Health within the Bachelor of Arts degree in Anthropology.

The request was approved by a majority vote of the council.
**Additional Business**

Payne explained UW Tacoma had a question relating to overlapping courses (overlapping credits) for two or more minors:

“Tacoma raised a question regarding overlapping credits for two different minors, and asked whether we have a policy that determines what percentage of coursework must be applied toward a specific minor. The parallel was drawn to the policy which states that students must take 60% of minor coursework outside their major, but there does not seem to be anything specific minor to minor.”

There was a suggestion that FCAS create a “Guideline on Overlapping Minors.” It was noted this work should take place outside of the council’s meeting, with the draft result brought back to FCAS for approval.

There was a question of whether a student may receive a W (credit towards Writing requirement) in a course that is not in English. After discussion, it was suggested that FCAS needed more substantial data in the extent to which W credits have been offered for foreign language courses. Helen Garrett (University Registrar, Office of the Registrar) offered to help with the task of creating an audit of such courses.

**Held Business**

A question was raised concerning a request reviewed in SCAP from Comparative Literature, Cinema and Media. A member explained the question can be deduced to: “can a department offer both an option and a major within same area of focus?”

After some discussion, it was noted the council should deliberate the question as its own agenda item in a later meeting.

7) **2016-2017 council charge letter**

The council was asked to review the charge letter forwarded by senate leadership and to forward any concerns to Stroup; if no concerns are surfaced, the charge letter will be considered approved.

8) **Good of the order**

Kramer explained Class B legislation on Satisfactory/Not Satisfactory Courses forwarded by FCAS in the last year was approved by UW faculty via a vote for objections. She explained the council should review the state of any of its pending legislation.

9) **Adjourn**

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

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

**Present:**

**Faculty:** Phil Brock, Mark Johnson, Patricia Kramer, Sarah Stroup (chair), Lynn Dietrich, John Sahr, Matthew Taylor, Ann Huppert
Ex-officio reps: Jennifer Payne, Peter Digre, Kaitlyn Zhou, Donna Sharpe, Meera Roy
President’s designee: Philip Ballinger
Guests: Helen Garrett, Emily Leggio, Tina Miller

Absent: Faculty: Dan Ratner, D. Shores, Daniel Enquobahrie, Champak Chatterjee, 
Ex-officio reps: N/A

Exhibits
Exhibit 1 - Orientation to University Faculty Councils_082216.pdf
Orientation to university faculty councils

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

- Zoe Barsness, Faculty Senate Chair
- Thaisa Way, Faculty Senate Vice Chair
- Paul Hopkins, Chair, Senate Committee on Planning and Budgeting
- Mike Townsend, Secretary of the Faculty
- JoAnn Taricani, Faculty Legislative Representative
- George Sandison, Deputy 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
  - Honors
- Benefits and retirement
- Faculty affairs
- Multicultural affairs
- Research
  - Classified/restricted research
- Student affairs
- Teaching and learning
- 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
Class A Legislation

Faculty council drafts legislation

Legislation is sent to SEC 10 days prior to meeting

Amendments

SEC reviews legislation

Legislation is sent to Senate

Senate reviews legislation

Amendments

Legislation is sent to SEC

Are changes required?

Yes - original legislation with recommended changes sent to Senate

President reviews legislation within 14 days

Code cops review legislation

Approval/disapproval and suggestions

Suggestions

No - original legislation is sent back to Senate

President reviews legislation to consider feedback from the President and Code Cops only

Legislation is sent to SEC

SEC reviews legislation to consider feedback from the President and Code Cops only

Legislation is sent to President and Code Cops

Senate approves final legislation

Legislation is sent to full faculty for vote within 14 days. Faculty have 21 days to vote.

To become effective the legislation requires approval by a majority of eligible voters, or 2/3 majority of those casting ballots.

President reviews legislation within 14 days

Legislation is sent to President

Legislation is effective on the date of presidential approval

Approval/disapproval and suggestions

Yes - original legislation with recommended changes sent to Senate

Legislation is sent to full faculty for vote within 14 days. Faculty have 21 days to vote.

To become effective the legislation requires approval by a majority of eligible voters, or 2/3 majority of those casting ballots.

President reviews legislation within 14 days

Legislation is sent to President

Legislation is effective on the date of presidential approval

Exhibit 1
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.
Class B Legislation

Faculty council drafts legislation

Amendments

Legislation is sent to SEC 10 days prior to meeting

SEC reviews legislation

Legislation is sent to Senate

Senate reviews legislation

Senate approves legislation

Amendments

Approval/disapproval

President reviews legislation within 14 days

President approves legislation

President approves legislation

Legislation is sent to full faculty for feedback within 10 days. Faculty have 14 days to submit objections

Yes - revised legislation is sent to President

President reviews legislation

President approves legislation

Legislation is sent to full faculty for vote within 14 days. Faculty have 21 days to vote

No - legislation is sent to full faculty for vote within 14 days. Faculty have 21 days to vote

Legislation becomes effective when majority of eligible voters approve, or 2/3 majority of casting ballots approve.

Did at least 5% of voting members of the faculty, or 2/3 eligible voting faculty of either UW Seattle, Tacoma or Bothell object in writing?

No

Yes - individuals may express views to SEC and/or Senate

Senate considers feedback

Senate amends disputed action?

Yes

Senate considers feedback

Senate amends disputed action?

No

Legislation is approved

Exhibit 1
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
Old Non-Routine Business:

Bioethics and Humanities- (BH-20160307) Revised program requirements and change of program name for the minor in Bioethics.

Background: The Bioethics and Humanities department is requesting to eliminate the two core course lists (due to faculty retirement) and move to a model of any 18 credits of B H courses +7 additional credits from an approved list. This will also increase the minimum number of required B H credits from 15 to 18. Department is also requesting change of name of minor from Bioethics and Humanities to Bioethics.

Action Taken 04/08/2016: Rationale behind increasing the minimum number of required B H credits from 15 to 18 was requested.

Update 05/04/2016: BH provided rationale, see attached.

Action Taken 05/06/2016: Approved and forwarded to FCAS

Action Taken 05/20/2016: Posted for Tri Campus Review, 2 comments received.

Update 06/14/2016: Catalog copy updated.

Action Taken 10/07/2016: Approved, forwarded to FCAS.

Early Childhood & Family Studies- (ECFS-20160209) Updated requirements for the Bachelor of Arts degree in Early Childhood and Family Studies.

Background: The Early Childhood & Family Studies Department is requesting a course prefix change from EDSPE 419 to ECFS 419 to reflect revised course content and purpose, and is requesting to update the catalog language to match. See proposal and rationale.

Note: Request to change course prefix has been made and will be reviewed by UWCR on 03/15/2016.

Action Taken 3/11/16: Approved pending UWCC course change approval.

Update 03/15/2016, 04/04/2016, 04/19/2016, 04/19/2016, 05/04/2016, 05/17/2016, 06/03/2016: Course change pending.

Update 06/07/2016: Course change approved, to be sent to FCAS for approval.
New Non-Routine Business

Economics- [ECON-20160720A] Revised program requirements for the Bachelor of Arts degree in Economics

Background: The Department of Economics has revised the requirements for their BA and BS, removing courses which are no longer offered, adding new courses, as well as other changes with the objective to standardize both programs.

Action Taken 10/07/2016: Approved pending 2.0 be removed for ECON 382.

Economics- [ECON-20160720B] Revised program requirements for the Bachelor of Science degree in Economics

Background: The Department of Economics has revised the requirements for their BA and BS, removing courses which are no longer offered, adding new courses, as well as other changes with the objective to standardize both programs.

Action Taken 10/07/2016: Approved pending 2.0 be removed for ECON 382.

New Routine Business:

Anthropology- [ANTH-20160407] Revised requirements for the Option in Medical Anthropology and Global Health within the Bachelor of Arts degree in Anthropology

Background: The Department of Anthropology is requesting to add an alternative upper division course within the Medical Anthropology and Global Health Option.

Action Taken 10/07/2016: Approved, forwarded to FCAS.

Additional Business:

Tacoma raised a question regarding overlapping credits for two different minors, and asked whether we have a policy that determines what percentage of coursework must be applied toward a specific minor. The parallel was drawn to the policy which states that students must take 60% of minor coursework outside their major, but there does not seem to be anything specific minor to minor.

Action Taken 10/07/2016: Jennifer Payne commented that up to this point, this has been left up to departments to determine. She also reached out to Tacoma and suggested they speak with Marine Biology since they have established overlap rules for their minor.

The question of whether a student can get a W in a course that is not in English, was raised.

Action Taken 10/07/2016: SCAP concluded that only courses in English can be assigned a W grade, and therefore language to that effect will be presented at FCAS shortly.
**Held Business:**

**Comparative Literature, Cinema and Media -** ([CLIT-20151221A](#)) Revised program requirements for the Bachelor of Arts degree in Comparative Literature and for the option in Cinema Studies.

Background: The Comparative Literature, Cinema and Media Studies department proposes changes to more accurately reflect the relationship between the options in the major, as well as the distinction between the Cinema Studies option within the Bachelor of Arts degree in Comparative Literature, and the new/proposed Bachelor of Arts degree in Cinema and Media Studies. Additionally, the department seeks to replace one required course, National Cinema, with a choice of critical concept courses. The new selection of courses would not require foreign language proficiency and would thus be more accessible to students given the University’s reduced language skills requirement.

**Action Taken 04/08/2016:** SCAP requested that the UW Curriculum Office contact the department for more information regarding the need for both an option and a major in Cinema and Media, and suggest an RCEP for the option in Cinema Studies.

**Update 05/17/2016:** The department states they would reconsider an RCEP in 5 years, full response is attached.

**Action Taken 05/20/16, 06/03/2016:** SCAP considers this proposal opens up a larger question of whether a department can offer both an Option and a Major in the same area of focus. Since there is no recent precedent, this question is being forwarded to FCAS for guidance.