Meeting synopsis:

1. Call to order
2. Review of the minutes from November 18th, 2016
3. SCAP Report
4. Vote on revised Policy on Options
5. New Policy on W Credit
6. Changes to Scholastic Regulations, Chapter 102
7. College of Engineering 1503 charge
8. Good of the order
9. Adjourn

1) Call to order

Chair Stroup called the meeting to order at 1:30 p.m., the agenda was approved as amended. Amendments: 1. Item number 6, changes to scholastic regulations was removed. Since the proposed change is meant to bring the university into compliance with state mandate, it was approved by the Secretary of the Faculty as a housekeeping change. Therefore, it does not have to go through the Class B process. 2. Remove first item of SCAP report, Engineering – establishing a new admission process for all programs in the College of Engineering, and discuss at a future meeting.

2) Review of the minutes from November 18, 2016

The minutes from November 18th, 2016 were approved as presented.

3) SCAP report [Exhibit 1]

With the exception of the engineering admission process, Phil Brock provided a brief description of the actions on the SCAP report. Details of each can be found in Exhibit 1 attached to the minutes.

New non-routine business:

- Engineering- (ENGR-20161128) Establishing a new admission process for all programs in the College of Engineering.

  Action: Moved from the agenda to be discussed at a future meeting.

New routine business:
- Sociology- (SOC-20161112) Revised admission requirements
  A small revision and minor clarification to the admission requirements was proposed.

  Action: After a motion and second, change was approved.

Proposed revisions to the following three engineering programs were similar; all were updates to the catalog reflecting changes in prefixes and cleaning up course offerings.

- Materials Science and Engineering- (MSE-20161012) Revised program requirements for the Bachelor of Science in Materials Science and Engineering degree, and Option in Nanoscience and Molecular Engineering.

  Action: After a motion and second, changes were approved.

- Industrial Engineering- (INDE-20161010) Revised program requirements for the Bachelor of Science in Industrial Engineering degree.

  Action: After a motion and second, changes were approved.

- Chemical Engineering- (CHEME-20161028) Revised program requirements for the Bachelor of Science in Chemical Engineering degree.

  Action: After a motion and second, changes were approved.

- Laboratory Medicine- (LABM-20161117) Revised program requirements for the Bachelor of Science degree in Medical Laboratory Science.

  Proposed changes to program requirement and course offerings.

  Action: After a motion and second, changes were approved.

Additional business:

- Academic Explorer- College of the Environment

  University Registrar Helen Garrett gave a brief overview of MyPlan, an academic planning tool for UW students. When the program was presented to the council last February it was decided that the school / college / campus information going into the plan would be vetted by FCAS, but the group indicated that they would like the Registrar’s Office to report on these, instead. The College of the Environment is the first to submit materials for review. Materials are meant to be general in nature and not requirements for degrees or minors. The program is potentially due to go live winter quarter. Getting the word out to the campus was a concern. However, the group was told that there is a robust communication plan already in place.

  The consensus of the council was to move forward with the College of the Environment’s materials and receive updates from the Registrar’s Office as they arise.
4) Vote on revised policy on options [Exhibit 2]

The council completed a final review of FCAS Policy on Options. A minor amendment was made to clarify the language in number 6 of the policy.

After a motion, second and amendment the FCAS Policy on Options was approved as indicated in Exhibit 2.

5) New policy on W credit [Exhibit 3]

The new Policy on W credit is an FCAS policy, however, it will be used by advisors and others for clarification regarding the W credit. The council previously decided that the requirement pertains to writing in the English language. After discussion, some light wordsmithing of the draft policy took place.

After a motion and second, (with amendment) the FCAS Policy Pertaining to W (“additional writing”) Credit was approved as indicated in Exhibit 3.

6) Changes to Scholastic Regulations, Chapter 102 [Exhibit 4]

The agenda was amended to remove this item.

7) College of Engineering 1503 change [Exhibit 5]

The 1503 for the College of Engineering (Exhibit 5) has been reviewed by SCAP but is not ready for FCAS action. The proposal is complex and council members need adequate time to review and comprehend the content. Stroup asked members to please study the materials over break and be ready for a deeper discussion at a meeting(s) in January. The substance of the plan is in the first 12 pages; appendices are added for clarification. It is critical to get this right as this proposal has the potential of having profound changes to undergraduate admissions.

Comments: Have other schools / colleges signed off on the proposal? While they did not actually sign the curriculum forms, they were consulted. Another recommendation was to be sure and notify the Faculty Council on Tri Campus Policy of the proposal and ask their input.

Robert Corbett agreed to create a Catalyst go post for council members to use in posting questions and comments on the proposal.

8) Good of the order

Information School minor, where are we at in that process? The minor hasn’t been approved by SCAP and will come through to FCAS when it’s ready.

Language update on policy for competitive minors. This will be addressed at a future meeting.

A major in public policy from Evans School and another major from Environmental Engineering with a restricted admission process is forthcoming.

Seeing movement on the BS in Marine Biology.
9) Adjourn

The meeting was adjourned at 2:33 p.m.

Minutes by Nancy Bradshaw, bradsn@uw.edu, assistant to the faculty senate chair

Present: Faculty: Phil Brock, Patricia Kramer, Dan Ratner, Sarah Stroup (chair), Daniel Enquobahrie, Lynn Dietrich, John Sahr, Matthew Taylor, Ann Huppert
Ex officio reps: Philip Ballinger, Jennifer Payne, Kaitlyn Zhou, Donna Sharpe, Conor Casey
Guests: Janice DeCosmo, Robert Corbett, Helen Garrett, Emily Leggio, Tina Miller

Absent Faculty: Mark Johnson, D. Shores, Champak Chatterjee
Ex-officio reps: Jayda Greco Meera Roy

Exhibits
Exhibit 1 – Faculty Council on Academic Standards (FCAS) Policy on Options
Exhibit 2 – FCAS Policy Pertaining to W (“additional writing”) Credit
Exhibit 3 – Scholastic Regulations Chapter 102 Registration changes
Exhibit 4 – COE DTC 1503 with rationale dec 7
Faculty Council on Academic Standards (FCAS) Policy on Options

An option is a formal, University-approved concentration within a major that appears on a student’s transcript. Informal tracks, concentrations, or pathways in a major that do not appear on student transcripts are not subject to the following policies.

1. A program may offer a standard major with options that a student may choose. (For example, a student can earn a BA in Anthropology or a BA in Anthropology with an option in Archaeological Sciences.) Alternatively, a program may require every student to choose one of several options. (For example, students in the Applied and Computational Mathematical Sciences program must choose an option when they declare the major.)

2. Each option within a major, including the standard major, must share at least a 50% common core.

3. The number of total credits for an option should differ by no more than 10 credits from any other option in the major, including the standard major.

4. Open and minimum admission requirement majors may have competitive options as long as a non-competitive alternative is available.

5. Programs offering options may limit the number of options for which a student may enroll within that program.

6. A student with multiple majors cannot receive an Option in one major that is the same as another of their majors.

7. Each option offered within a degree program must be distinct.

8. Here is a sample transcript that includes a Degree, Major, Option, and Minor

Revised by the Faculty Council on Academic Standards on February 7, 2014
Faculty Council on Academic Standards (FCAS) Policy Pertaining to W ("additional writing") Credit

As the purpose of the W ("additional writing") requirement is to build upon the skills learnt in the English Composition courses, all writing for these credits must be done in the English language.
2. Methods of Registration

A. Registration

All students, except those in self-sustaining programs, register using the University's online registration system. Students in self-sustaining programs register through the means established by the administrative unit of the self-sustaining program.

The University has a continuous registration system organized into three distinct priority periods that are referred to as periods 1, 2, and 3. Undergraduates cannot enroll in more than 19 credits prior to the beginning of the quarter so that all students will have a chance to develop basic programs. Credits beyond 19 can be added, subject to college restrictions, after the quarter begins.

B. Registration Period 1

Registration period 1 is designed primarily to accommodate currently registered matriculated students. It occurs during the latter half of the quarter preceding that for which the student is registering excluding Summer Quarter. Registration priority dates are assigned according to the following sequence: disabled students, athletes, veterans, military active duty and ROTC students contracted for future military service; students with graduating senior priority status, graduate students, seniors, juniors, sophomores, and freshmen.

C. Registration Period 2

Registration period 2 occurs just prior to the beginning of the quarter and is intended primarily to accommodate new and former students, returning students, and students from other UW campuses.

D. Registration Period 3

Registration period 3 occurs during the first seven calendar days of the quarter and is intended for registration changes. ACCESS students and tuition exempt faculty and staff may register from the third day through the seventh day of the quarter in period 3. Washington State employees register on the fourth day. Non-matriculating students who are affiliated with the University through UW Educational Outreach are registered by the UWEO staff into available courses.
**College/Campus**  Seattle  
**Department/Unit**  Engineering  
**College of**  
**Date**  Nov 28, 2016

**New Programs**
- [ ] Leading to a Bachelor of ____ in ____ degree.
- [ ] Leading to a Bachelor of ____ degree with a major in ____.
- [ ] Leading to a ____ Option within the existing major in ____.
- [ ] Leading to a minor in ____.

**Changes to Existing Programs**
- [X] New College Admission Requirements for entering freshmen.
- [ ] Revised Admission Requirements for the Major in ____ within the Bachelor of ____.
- [ ] Revised Program Requirements for the Major in ____ within the Bachelor of ____.
- [ ] Revised Requirements for the Option in ____ within the major in ____.
- [ ] Revised Requirements for the Minor in ____.

**Other Changes**
- [ ] Change name of program from ____ to ____.
- [ ] Change delivery method or location of program.
- [ ] New or Revised Continuation Policy for ____.
- [ ] New Honors Requirements for ____.
- [ ] Eliminate program in ____.

Proposed Effective Date: **Quarter:** X Autumn  [ ] Winter  [ ] Spring  [ ] Summer  **Year:** 2018

**Contact Person:** Scott Winter  **Phone:** 5-4074  **Email:** swinter@uw.edu  **Box:** 352180

**EXPLANATION OF AND RATIONALE FOR PROPOSED CHANGE**
For new program, please include any relevant supporting documentation such as student learning outcomes, projected enrollments, letters of support and departmental handouts. *Use additional pages if necessary.*

The College of Engineering proposes to change to an admissions model in which 50% of its annual cohort is admitted directly to the College as incoming freshmen, and the remaining 50% admitted as transfer students and interest-changers. This change is required to ensure early and adequate student access to high-demand departments, to remain competitive with our peer institutions, and to ensure the continued quality of the student experience and outcome. See attached materials.

**OTHER DEPARTMENTS AFFECTED**
List all departments/unit(s) or co-accredited programs affected by your new program or changes to your existing program and acquire the signature of the chair/director of each department/unit listed. Attach additional page(s) if necessary. *See online instructions.

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Admission

Students follow a variety of pathways in gaining admission to programs in the College of Engineering. Details on the processes and information on prerequisite coursework are available on the individual department websites or from the Student Academic Services advising office in 301 Loew Hall. The information below provides an overview of the admission processes.

Direct Freshman Admission: All engineering departments enroll a small number of high-achieving students directly from high school, prior to completion of University-level prerequisites. Freshman applicants who have been accepted to the UW and who have specified a department with a direct admission program as their preferred major are automatically considered. Consult individual department listings for more information on Direct Freshman Admission. Direct Freshman Admission is for the autumn quarter only. All students not admitted directly to an engineering department are admitted to the College of Engineering with pre-engineering status. Students without pre-engineering status who wish to pursue an engineering degree may have their coding changed to pre-engineering upon request at the Student Academic Services advising office (301 Loew Hall). To retain pre-engineering status, students must maintain a cumulative GPA of 2.50 in prerequisite courses in mathematics, chemistry, physics, engineering fundamentals, English composition, and technical writing; maintain a minimum quarterly GPA of 2.00; and complete a minimum of 25 credits of the prerequisite and other specified courses per academic year. A detailed description of pre-engineering continuation requirements is available from the Student Academic Services advising office, 301 Loew Hall.

Early Admission: Most engineering programs offer an Early Admission option at the end of the freshman year. In general, Early Admission application requirements include one year of calculus, English composition, and 10 to 20 credits of required chemistry or physics. Early Admission is for the autumn quarter only.

Upper-Division Admission: All engineering programs offer an Upper-Division Admission process. In general, Upper-Division Admission occurs at the end of the sophomore year. Chemical Engineering and Bioengineering, however, admit their upper-division students for spring quarter of the sophomore year. Typical application requirements include one year of calculus, differential equations or linear algebra, one or two quarters of general chemistry, two to three quarters of physics, English composition, and several engineering fundamentals courses. Student Academic Services or the individual department or program has a list of specific entrance requirements. All departments, with the exception of Bioengineering and Chemical Engineering, offer Upper-Division Admission for the autumn quarter. Bioengineering and chemical engineering offer Upper-Division Admission for a spring-quarter start. Several other departments also offer a spring quarter option.

To apply for admission to an engineering program, enrolled students must submit the online College of Engineering application. The application deadline for autumn admission is July 1. For programs that accept students for spring quarter, the application deadline is February 1.

Transfer Students:

After completing the University transfer student application, transfer students who have completed all upper-division application requirements for their desired program also need to submit the online College of Engineering application by the specified deadline. Transfer students who have not completed upper-division application
requirements may apply for admission to the University as pre-engineering students.

PROPOSED CATALOG COPY

Reflecting requested changes (Include exact wording as you wish it to be shown in the printed catalog. Please underline or otherwise highlight any additions. If needed, attach a separate, expanded version of the changes that might appear in department publications). Please note: all copy will be edited to reflect uniform style in the General Catalog.

Admission

Students follow three different pathways to gain admission to programs in the College of Engineering:

1. **Direct-to-College** – This pathway is for freshman applicants who indicate an engineering major as their first-choice major on their University application. Students admitted through this pathway enter the UW with Engineering Undeclared status and usually place into an engineering major after completing freshman level requirements. A majority of engineering students will enter majors through the Direct-to-College pathway. Additional details are provided below.

2. **Transfer Students** - Students transferring from another college or university must apply to the University of Washington by the published deadline. Applicants must also submit an application to the engineering major. The quarters of admission for transfer students vary by department. See individual department listings for course requirements and departmental application deadlines. Admission is competitive.

3. **Other enrolled UW students** – Enrolled UW students who are not admitted through the Direct-to-College pathway may apply for admission to engineering majors. Admission to majors through this pathway will be limited. See individual department listings for course requirements and departmental application deadlines. Admission is competitive.

**Direct-to-College Admission**

Freshman applicants who are admitted to the UW and who indicated an engineering major as their preferred major will be considered for Direct-to-College admission. Direct-to-College admission is the standard admission pathway for engineering students entering the UW as freshmen. In selecting students for Direct-to-College admission, many factors will be considered through a comprehensive holistic review process.

Students admitted through the Direct-to-College process enter the UW with Engineering Undeclared status. Engineering Undeclared students must complete placement requirements prior to requesting placement into an engineering major. The process for requesting placement into an engineering major will occur twice per year, after completion of spring and autumn quarters. The deadlines for requesting placement are July 1 and January 15.

Students requesting placement will submit a ranked list of majors along with supporting materials. As a result of capacity constraints, some majors will not be able to take all students who request placement. Therefore, students seeking placement into capacity constrained majors will need to identify alternative majors to ensure placement.

Capacity constrained departments will review students’ academic records and supporting materials to determine a departmental priority for placement. The departmental priority and student department ranking will be used to determine final placement.

**Engineering Undeclared Placement Requirements**

Engineering Undeclared students may request placement in to an engineering major after completion of minimum requirements as specified by the department. Placement requirements for all majors will include the following:
1. MATH 124, 125, & 126

2. English Composition

3. A minimum of three science, programming and/or advanced mathematics courses. While requirements vary, most engineering majors require a combination of three or more courses from CHEM 142, CHEM 152, CHEM 162, PHYS 121, PHYS 122, and PHYS 123. Computer Engineering includes CSE 142 and CSE 143 as part the placement requirement. Human Centered Design & Engineering includes a statistics course as part of the requirement. See individual department listings for details.

4. MATH 126 and the course used to satisfy the English composition requirement must be completed with grades of 2.0 or higher.

5. Completion of at least 12 credits as a matriculated student at the UW. Some departments require a higher number of credits. See departmental listings for additional information.

A GPA of 2.50 in prerequisite courses is required to request placement in to an engineering department. The prerequisite GPA is determined from required mathematics, science, programming, and English composition courses. See individual department listings for specific science and programming course requirements.

Continuation Policy for Engineering Undeclared Students

While the University has general regulations governing scholastic eligibility for continuation, the College of Engineering and the engineering departments have adopted additional requirements in order to make the best use of the limited facilities and resources available and to provide reasonable assurance of academic success. The following criteria and procedures will be applied to Engineering Undeclared students for determining continuation in the College.

1. Engineering Undeclared students must complete at least one required mathematics, science, computer programming, or engineering course each quarter.

2. Students are required to maintain a GPA of 2.50 or higher in their mathematics, science, English composition, computer programming, and engineering courses.

3. In general, students are expected to be declared in to a major after completion of 3 or 4 quarters at the UW. Students must be placed in to an engineering major after completion of 6 quarters at the UW(excluding summer quarters). Students who are unable to place in to a major before exceeding this requirement will be dropped from Engineering Undeclared status.

Review and Notification of Progress

The progress of students will be reviewed each quarter. If a student's performance fails to meet the standards outlined above, the student will receive a warning letter suggesting that they meet with an engineering advisor. Students on warning status who fail to meet satisfactory progress requirements after one quarter will be placed on probation and a hold will be placed on their registration. To remove the hold, students must meet with a College of Engineering advisor. Students on probation status who fail to meet satisfactory progress requirements after one quarter will be dropped from Engineering Undeclared status.

Students dropped from Engineering Undeclared status as a result of not meeting continuation requirements may appeal for continuation as an Engineering Undeclared student by writing a letter to the Associate Dean for Academic Affairs. The letter should describe any extenuating circumstances and may include any additional
information in support of the appeal that the student believes is relevant.

**APPROVALS**

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<tr>
<th>Role</th>
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<tr>
<td>Chair/Program Director:</td>
<td>Brië Fabiën</td>
<td>12/6/2016</td>
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<td>College/School/Campus Curriculum Committee:</td>
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<td>Dean/Vice Chancellor:</td>
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<td>12/6/2016</td>
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<td>Faculty Council on Academic Standards/ General Faculty Organization/Faculty Assembly Chair:</td>
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**POST TRI-CAMPUS APPROVAL (when needed)**

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College of Engineering Direct-to-College Admission Proposal

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A. General Overview

Over the past 4 years, multiple College of Engineering committees involving students, faculty, and staff have identified a change to the College admission process as the top priority for improving the academic experience of engineering students. In Fall 2014, Dean Michael Bragg formed the Future Admissions Committee to recommend a new structure for departmental admission processes. The committee researched various admission models. After extensive input from a broad range of stakeholders, the committee recommended a Direct-to-College (DTC) admission model as the normative pathway to engineering majors for students who enter the UW as freshman.

The core component of the proposal is a new Direct-to-College (DTC) admission pathway for entering freshman. The expectation is that 50% of the students graduating with engineering degrees will be admitted to departments through this pathway. Freshman applicants selected for DTC admission will enter the UW with Engineering Undeclared status. Engineering Undeclared students will be eligible to request placement in to an engineering major after completion of freshman level requirements as determined by the engineering departments. Engineering Undeclared students who meet minimum requirements will be assured of the ability to enter an engineering major.

The admission pathway for transfer students to directly enter engineering majors upon admission to the UW will be maintained. The course requirements for transfer student application to engineering majors will be very similar to the current requirements. The primary change for transfer students will be earlier departmental application deadlines that will allow for earlier selection and notification. For departments that admit transfer students for autumn, the departmental application deadline will move from July 1 to April 5. For departments that admit students for spring quarter, the deadline will move from February 1 to January 15. Currently, approximately 25% of engineering degrees are awarded to transfer students. While there will be variation across departments, College-wide engineering admission processes will be managed to maintain the number of degrees awarded to transfer students at historical levels. Transfer student admission processes will remain competitive.

Finally, an admission pathway to engineering majors will be available to enrolled UW students who were not admitted through the DTC process. The primary purpose of this pathway is to serve students who identify their interest in engineering after entering the UW. Course requirements and application timing varies by department, but will mirror the requirements and timing for transfer students. Admission through this pathway will be competitive. While there will be variation across departments, the current expectation is that engineering admission processes will be managed to allow for approximately 20% of engineering degrees being awarded to students who enter a major through this pathway.
B. Relationship to CoE Mission and Priorities of the College and UWS

The overall goal of the DTC selection process is to select a diverse group of outstanding students who the College will do its best to engage and support in their pursuit of an engineering degree. A DTC process will allow us to recruit and retain top student applicants in this capacity constrained field by providing them assured places in the College upon admission, allowing the College, and the UWS as a whole, to continue to be competitive with the top engineering programs in the top universities in the country. Further, it is the goal of this proposal to maintain and indeed increase diversity across the College, especially in terms of the representation of women and underrepresented minorities. This proposal will enable the College to respond more actively to the UW's stated goals of fostering and increasing diversity across the campus. Finally, this proposal will allow more effective enrollment management across the university.

Impact on other Colleges and schools is inevitable. Predicted impact includes:

**The College of Arts and Sciences:** The Dean and Divisional Dean of Natural Sciences from A&S have been briefed on the proposed DTC admissions model. A&S leadership supports the implementation of the DTC admissions model. A&S is aware that the proposed DTC model may result in fewer students requesting placement in lower division chemistry, physics and mathematics courses as well as a possible reduction in demand for certain A&S majors.

**The College of the Environment:** The Dean and Associate Dean for Academic Affairs have been briefed on the proposed COE DTC admissions model. The College of the Environment supports the implementation of the COE DTC admissions model. Because the College of the Environment also possesses an engineering major (Bioresource Science & Engineering, BSE), the College of Engineering will work with BSE leadership to ensure that admitted freshmen are fully aware of this academic choice as part of the DTC process. The BSE program will be presented as another engineering program available to DTC admits. Once the DTC admissions process has been approved in the College of Engineering, it is anticipated that BSE will begin the process of adjusting its degree program accordingly in a separate 1503 through the College of the Environment in order to meet projected transition timing to DTC for the Autumn 2018 Freshman Cohort. The BSE program will fully cooperate with and support the DTC admissions process.

The faculty in the College of Engineering and the College of the Environment will continue to work closely in support of the Bioresources Sciences and Engineering. In particular, the advising staff in the College of Engineering will continue to work with students interested in the Bioresource Sciences and Engineering degree program.

**The Information School:** The Information School’s Dean, the Associate Dean for Academic Affairs and academic advisors have been briefed on the proposed DTC admissions model. The Information School leadership supports the proposed model.
C. Demand for the Program

The College of Engineering is historically one of the most in-demand colleges on campus. Currently, the majority of students enter engineering majors after spending one to two years completing prerequisite courses. Appendix A provides historical data for UW students applying to College of Engineering majors through the current departmental admission processes. The highly competitive nature of these processes has created an environment where students feel high degrees of pressure and uncertainty. As a result, they tend to carefully manage their course load and extracurricular activities to avoid compromising academic performance. They often must take courses required by "back-up" majors that they otherwise would not have taken. Qualified students not admitted to an engineering major at a late point in their career are forced to identify an alternative major (an increasingly competitive process), or transfer to another institution several years into their studies. These options are often disheartening, disruptive to their studies, result in increased time to graduation, and can present additional financial hardship to the students and their families.

D. Relationship to Other Campuses

There are none; enabling a DTC admissions process at UWS should not affect enrollment or completion at either UWB or UWT.

E. Curriculum

i. Freshman Direct to College

Freshman applicants who are admissible to the UW and who have indicated an engineering major as a first-choice major on their University application (a draft screenshot of the major selection page of the application is provided in Appendix B) will be considered for DTC admission. The College will work closely with the Admissions Office to ensure that freshman application contains clear messaging to prospective engineering applicants about the importance of specifying an engineering major as a first choice option.

The DTC review and selection process will be based upon the principles, factors, and methods described in the University’s general holistic review and admission policy.

In general, students directly admitted to the College of Engineering should have an academic area assessment (ACAD) of 10 or higher and an SAT mathematics score (or ACT equivalent) of 550 or higher. Additionally, in determining enrollment goals for DTC admissions, CoE leadership, while recognizing the academic and educational benefits of a geographically diverse student body, will meet the University’s primary obligation to residents of the state.
The CoE will provide DTC enrollment targets to the Admissions office annually in the autumn prior to the freshman application deadline. The Admissions Office will use historical yield information to establish appropriate offer targets.

The engineering major requested on the application will not be a factor in the selection for DTC admission. This approach will be monitored and reconsidered if imbalance in interest is creating negative outcomes for students.

Freshmen applicants will be notified of their DTC admission status as a part of the notification of admission to the University. A draft message informing applicants of their direct admission to the College is provided in Appendix C. A draft message informing applicants that they were not admitted to the College is provided in Appendix D. The notification process is a crucial element of DTC admissions, and the College will work consistently with Admissions to make sure that notification is both timely and clear.

Freshmen applicants who accept an offer of DTC admission will enter the UWS as Engineering Undeclared students and, with successful completion of minimum requirements, will be assured of the ability to be placed into an engineering major.

Freshman Engineering Undeclared students will be placed into an engineering major as follows:

**Requirements for Placement**
The course work required for placement of Engineering Undeclared students into a major consists of first-year mathematics, science, computer programming, and English composition. All programs will require the following courses:

- MATH 124, MATH 125, and MATH 126
- English composition

The additional required courses will vary by department and will generally consist of first-year chemistry and/or physics courses. The table below provides a projected summary of the additional requirements by major. Complete requirements for placement are detailed in the individual departmental 1503 forms.

**Table 1 - Science/Programming Requirements for Placement**

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<thead>
<tr>
<th>Department</th>
<th>Proposed Engineering Undeclared additional placement requirements</th>
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<tbody>
<tr>
<td>Aeronautics &amp; Astronautics</td>
<td>- PHYS 121, PHYS 122, &amp; PHYS 123/CHEM 142&lt;br&gt;- 2.0 grade in all of the above.</td>
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<tr>
<td>Bioengineering</td>
<td>- CHEM 142, CHEM 152, &amp; CHEM 162&lt;br&gt;- 2.5 grade in CHEM 162</td>
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<tr>
<td>Chemical Engineering</td>
<td>For July 1 deadline:&lt;br&gt;- CHEM 142, CHEM 152, CHEM 162, &amp; PHYS 121&lt;br&gt;- 2.0 in grade in each prerequisite course.&lt;br&gt;For January 15 deadline:&lt;br&gt;- CHEM 142, CHEM 152, CHEM 162; MATH 307; PHYS 121, PHYS 122&lt;br&gt;- CHEM 237 strongly recommended&lt;br&gt;- 2.0 in grade in each prerequisite course.</td>
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- Two courses may be in-progress at the time of application

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<thead>
<tr>
<th>Engineering</th>
<th>Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Civil Engineering</td>
<td>PHYS 121 and two additional courses from CHEM 142, CHEM 152 &amp; PHYS 122</td>
</tr>
<tr>
<td></td>
<td>2.0 grade in PHYS 121</td>
</tr>
<tr>
<td>Computer Engineering</td>
<td>PHYS 121, CSE 142, CSE 143</td>
</tr>
<tr>
<td></td>
<td>30 credits of graded college coursework.</td>
</tr>
<tr>
<td>Electrical Engineering</td>
<td>CHEM 142, PHYS 121, &amp; PHYS 122</td>
</tr>
<tr>
<td></td>
<td>2.0 grade in PHYS 122</td>
</tr>
<tr>
<td>Human Centered Design &amp; Engineering</td>
<td>One course from CHEM 142, PHYS 121, or BIOL 180</td>
</tr>
<tr>
<td></td>
<td>CSE 142 or 160</td>
</tr>
<tr>
<td></td>
<td>One course from STAT 220, STAT 221, STAT 311, or IND E 315</td>
</tr>
<tr>
<td>Industrial &amp; Systems Engineering</td>
<td>PHYS 121 and two additional courses from CHEM 142, CHEM 152 &amp; PHYS 122</td>
</tr>
<tr>
<td></td>
<td>2.0 grade in PHYS 121.</td>
</tr>
<tr>
<td>Materials Science &amp; Engineering</td>
<td>CHEM 142, CHEM 152, &amp; PHYS 121</td>
</tr>
<tr>
<td></td>
<td>2.0 grade in PHYS 121.</td>
</tr>
<tr>
<td>Mechanical Engineering</td>
<td>PHYS 121 and two additional courses from CHEM 142, CHEM 152 &amp; PHYS 122</td>
</tr>
<tr>
<td></td>
<td>2.0 grade in PHYS 121.</td>
</tr>
</tbody>
</table>

A GPA of 2.50 in prerequisite courses will be required to request placement in to a major. A 2.50 GPA in prerequisite courses is also specified as a continuation requirement for Engineering Undeclared students. The goal of these requirements is to avoid situations where students will unduly struggle to complete program requirements. Supporting data for the 2.50 GPA requirements comes from the Mathematics department. In 2012, the Mathematics department received approval for a continuation policy requirement of a 2.50 cumulative major GPA for students in the BS Comprehensive degree option. The department provided data on students which demonstrated that students with calculus GPAs of less than 2.50 struggled in the 300-level mathematics courses. It is believed that the rationale behind this continuation requirement is applicable to engineering majors as well, and that engineering students who have GPAs of less than 2.50 in prerequisite courses will unduly struggle to complete engineering major requirements.

**Placement Process**

The process for placing Engineering Undeclared students into majors will occur twice per year, in the summer (July 1 deadline) and in early winter (January 15 deadline). The goal is for at least 50% to 60% of the students to be placed during the summer following their freshman year with the large majority of the remaining students placed during the winter of their second year. The final point of placement will be the summer following the second year.

Below is a list of steps for the placement process:

**Step 1** - Engineering Undeclared students will be surveyed in spring of their first year to determine intended major/s and timing for their placement requests. This information will be used to guide messaging to the students and to help departments plan for the placement process.
Step 2 – Students requesting placement at the end of their first year submit requests by July 1. The request may identify one or multiple majors. If multiple majors are listed, the student will need to provide a ranking of the majors. The request will also include one or more personal statements.

Step 3 – The request data will be analyzed to determine which majors have more requests then they can accommodate (constrained). Lists of the students requesting constrained majors will be provided to the departments for ranking. Efforts will be made to ensure departments are ranking students only when necessary. For example, if a student has ranked an unconstrained major first and a constrained major second, the student will be placed in the unconstrained major and not submitted to the constrained department for ranking.

Step 4 – The students’ rankings of the majors and the departments’ ranking of the students will be used in a matching process that will be modelled after the algorithm used by the National Resident Matching Program. The algorithm does not penalize an applicant for identifying a high demand option and has been recognized as producing the best possible result for the applicant. More information on the algorithm is available at the following web site - http://www.nrmp.org/match-process/match-algorithm/.

Step 5 – Students are informed of their placement and major changes are submitted to the Registrar. Students who are not placed continue as Engineering Undeclared students.

Step 6 – Students continuing in Engineering Undeclared status are surveyed late autumn quarter to determine intended major/s.

Step 7 - Students submit placement requests by January 15. The request may include one or multiple majors. If multiple majors are listed, the student will need to provide a ranking of the majors. The request will also include one or more personal statements.

Step 8 – Steps 3, 4, & 5 are repeated.

Step 9 – College advising staff work with students who have not placed to ensure they have a plan that will allow for placement following completion of the second year or redirection to an alternate major outside of the College of Engineering.

Factors used in the department evaluation of students for the matching process will include performance in prerequisite courses, quality of the overall academic record, content of personal statements, applicable work or extracurricular activities, and other special circumstances as disclosed by the applicant.

The goal is that 70% to 80% of students be placed in to their first choice major. Clearly presenting the range of engineering majors available and the positive attributes of the majors will be an important part of distributing student interest across the majors.
Engineering departments that have capacity will not have the option of denying a student who meets minimum requirements. However, it may not be possible to successfully place all students who have only requested constrained majors. It will be made clear to Engineering Undeclared students that to ensure placement, they will need to include an unconstrained major in their placement request. Since it will not always be possible to accurately project whether or not a specific major will be unconstrained, the College recognizes there will be situations where it will be necessary to negotiate a placement for a student. Appendix E provides some scenarios for students focused on high demand majors.

ii. Transfer Applicants

Transfer applicants will be considered for admission directly to engineering majors through competitive upper/regular admission processes very similar to the current processes. The primary change will be to the departmental application deadlines.

Transfer applicants must first submit a University transfer application by the published deadlines of February 15 for autumn admission and December 1 for spring admission. In addition, they must submit a departmental application. This proposal moves the departmental application deadlines from July 1 to April 5 for autumn admission and February 1 to January 15 for spring admission.

Eight of the ten engineering departments admit transfer applicants for autumn quarter. The current July 1 deadline results in very late notification regarding applicants’ admission to the major. With the April 5 deadline, departmental admission decisions will be made in time to integrate the decisions into the University admission evaluation and communication processes. The College will work consistently with Admissions to make sure that notification is both timely and clear.

Two departments, Bioengineering and Chemical Engineering, begin the major-level portion of their curriculums in spring quarter, and therefore, admit transfer students for spring quarter only. Timing of the departmental application has been less of an issue for the spring admission process. However, the proposal is to move the deadline to January 15.

For most departments, course prerequisites for admission to the majors will remain unchanged from the current upper/regular admission requirements. Several departments are proposing minor changes to their requirements. Details are provided in the departmental 1503 forms.

iii. Current UW Students

Enrolled UW students who do not have Engineering Undeclared status will be considered for admission to engineering majors through competitive upper/regular admission processes at the same time and with the same requirements as transfer students.
Admission requirements for five majors – BioE, ChemE, CmpE, HCDE, and EE – consist of mathematics, science, and programming courses that are routinely available to all UW students. These five departments historically have the largest number of students who redirect from other UW majors. The remaining majors have one or more sophomore level engineering courses required for admission. While non-“Engineering Undeclared” students will have access to these courses, if necessary, engineering majors and Engineering Undeclared students will be given registration priority.

Engineering Undeclared students who have placed into an engineering major and decide to pursue a different engineering major will be required to apply through the competitive process used for non-“Engineering Undeclared” students.

Details of departmental admissions requirements will be specified in the departmental 1503 forms.

F. Outreach

Freshman Applicant Outreach
The Office of Admissions, in collaboration with the College of Engineering and the Multicultural Outreach and Recruitment Office, will implement a comprehensive communication strategy to prospective freshman and other influencers about the change to the direct-to-college admission model. An outline of activities is provided in Appendix F.

Additionally, the College of Engineering Diversity & Access recruitment team regularly visits underserved communities to talk about College programs such as Math Academy and the STARS programs. Once the new DTC process is approved, the recruitment team will be key messengers about the new process to counselors, teachers, parents, and students. Some of the high schools visited this year include Blaine, Ferndale, Mount Vernon, and Squalicum.

In addition to these strategically targeted outreach and recruitment activities, the Diversity & Access team participates in community based activities such as the Champions of Diversity program and a partnership with OMA/D’s GEAR-UP Program. The Champions of Diversity selection process and subsequent awards celebration coordinated by Skagit Valley College provides the opportunity to reach students and teachers from high schools throughout Skagit, San Juan and Island counties. The partnership with the GEAR-UP Rural Initiative in STEM Education (RISE UP) program provides an avenue to reach over 5,000 students in 13 high schools in the following districts: Burlington-Edison, East Valley, Goldendale, Grandview, Granger, Mt. Adams, Mt. Vernon, Royal, Sunnyside, Toppenish, Wahluke, Wapato, and Zillah.

Transfer Student and Community College Outreach
The University of Washington’s College of Engineering has a long history of accepting a robust number of community college transfer students. In order to maintain the strong
pipeline of transfer students the College of Engineering will engage in the following steps to ensure information reaches as many prospective transfer students as possible.

Representatives from the College of Engineering meet twice per year with the Washington Council for Engineering and Related Technical Education (WCERTE), which is the statewide organization of engineering programs in Washington. WCERTE is comprised of members from the four-year and two-year schools that offer engineering or technology programs. At the past two WCERTE meetings engineering faculty and advisers from Washington State community colleges have expressed support for the proposed changes admissions especially as it relates to the earlier deadline for departmental application. The College of Engineering plans on continuing outreach via WCERTE via regular meetings as well as the listserv that serves WCERTE members.

Engineering advisers regularly visit community college engineering classes at the largest transfer schools (North Seattle, Seattle Central, Bellevue, Highline, Green River, Edmonds, Shoreline and Everett). Advisers share relevant admissions information with students during these visits and will be able to update prospective transfer students on changes in requirements and dates. For those schools that engineering advisers are unable to visit, advisers are in regular contact with engineering faculty and advisers regarding admission questions and will share relevant updates via email.

In addition to specific engineering faculty and classroom visits the College of Engineering will send direct emails to all of the Washington State community college advising offices as well as supporting programs (Washington MESA, “Ready, Set, Transfer”, etc.) The College will also publish an article in the UW’s Transfer Newsletter. Website changes will be made to notify prospective transfer students and advisers will notify students during our weekly Transfer Thursday sessions.

Finally, the College will continue to partner with Admissions, OMA-D and UAA to make sure that prospective transfer students are notified of the changes to our admissions requirements and deadlines.

G. Support and Student Services for DTC Students

Applicants admitted through the DTC selection process will enter the UW with Engineering Undeclared status. The College of Engineering advising staff will have principle responsibility for advising and engaging Engineering Undeclared students. Through the advising process and engagement activities, students will learn about the academic and experiential opportunities available to them. They will also learn the specific mechanics of the major placement process, be advised of special considerations regarding selection and ranking of majors as well as develop a rationale for their selection and ranking.

Specific activities to engage and support Engineering Undeclared students will include but not be limited to:
• **Freshman Orientation** - In partnership with First Year Programs, provide a focused orientation for all new engineering students (assistance with selecting first year coursework, identifying co-curricular opportunities, issues with adjustment to college life, etc). Currently, the Engineering Advising Center provides staffing for the academic portion of Freshman Advising and Orientation for all incoming pre-engineering students. Implementation of the DTC model will allow for a more focused approach to these activities.

• **Academic Advising** - Engineering Advisers provide support so that students are able to construct short and long term academic plans consistent with an assessment of their abilities, expectations, interests and values. As a result of advising, students are able to use complex information from various sources to set goals, make decisions as well as take responsibility for meeting academic program requirements. Advising takes place in one-on-one appointments (drop-in and scheduled), group advising sessions, targeted communications, as well as through various other avenues designed to assist students in their academic pursuits.

• **ENGR 101 – Exploring Engineering**. With a smaller group of students identifying as engineering students, the Engineering Academic Center will be able to ensure that every student who wants to take ENGR 101 in their first year will be able to do so. The course is focused on the exploration of the various types of engineering. This course explores the variety of ways in which engineering impacts society. The seminar provides tools for pursuing an interest in engineering and presents the wide range of opportunities that exist within engineering. Students who participate in the course explore various academic opportunities in an effort to inform their educational decision-making, develop a community of peers with similar academic interests and objectives as well as understand strategies for exploring engineering programs.

• **Freshman Interest Groups (FIGs)** – Engineering advisers have a long history of working with First Year Programs to support FIGs with large numbers of engineering students. Engineering advisers will work with First Year Programs to identify potential course clusters, upper-division engineering students who can act as FIG leaders as well as provide adviser time to assist FIG leaders with the creation of their curriculum.

• **Communications (broad)** - Engineering advisers are currently developing a Canvas page for distribution of specific and timely messaging for pre-engineering students. This would be used for messaging to the Engineering Undeclared cohort regarding academic and co-curricular opportunities as well as information regarding important dates in the academic calendar.

• **Communications (targeted)** – Engineering advisers regularly reach out to students via targeted communications to highlight specific opportunities within the college,
to proactively address administrative issues, to address on-going academic concerns and to congratulate students on their academic and co-curricular achievements.

- **Peer Mentor Program** - The College of Engineering Peer Mentor Program helps connect first and second-year students with upperclassmen studying engineering. Peer Mentors assist with welcoming new students to the university, running freshman design challenges as well as providing a student perspective on studying engineering.

- **Engineering Advising Large Scale Events** - Engineering advising holds several large scale events to assist with student exploration and decision making. The first event of the year is an engineering student organization fair designed to engage students in co-curricular opportunities within the college. The second event is a networking dinner with practicing engineers to promote long-term thinking in engineering students. The third event is an engineering majors fair where students present ‘artifacts’ of their undergraduate studies and discuss various aspects of their department.

- **Other engagement opportunities** - Engineering advisers also offer a number of other small-scale events to provide engineering students experiences to reflect on. These include dinner with faculty in the College of Engineering, coffee with alumni, “Adventures in Engineering” (students engage in a low-fidelity prototyping exercise) as well as other activities.

- **Engineering Academic Support** - The College of Engineering houses the Engineering Academic Center where students enrolled in engineering coursework receive academic support. Two professional staff members assist with math, physics, chemistry, and engineering fundamental coursework. Center staff also hire and train tutors to support a collaborative learning environment where upper-division students also assist with support for first and second year students.

- **Academic Success Workshops** - Engineering advisers hold four academic success workshops per quarter. Workshops cover topics such as self-regulated learning, time management, test taking and managing stress. The workshops are offered in conjunction with the Office for the Advancement of Engineering Teaching & Learning as well as the Counseling Center.

- **Assistance with students transitioning out of engineering** - For those who choose to study something other than engineering or who, after utilizing the academic support provided, do not meet minimum criteria engineering advisers will continue to work with Undergraduate Academic Affairs Advising, OMA-D as well as departmental advisers in other units to assist students in finding an appropriate path at UW.
H. Transition Plan

With the Direct-to-College admission pathway in place for the 2018 freshman cohort, the 2017 freshman will be the last cohort admitted under the current admission structure. In this scenario, the goal is to have the large majority of the 2017 freshman cohort assigned to their majors prior to the first placement of the 2018 DTC cohort. The table below summarizes proposed timing of admission to majors for the two cohorts.

Table 2 – Transition Plan Summary

<table>
<thead>
<tr>
<th></th>
<th>Autumn 2017 – Last Freshman Pre-Engineering Cohort</th>
<th>Autumn 2018 – First Freshman DTC Cohort</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 2017</td>
<td>Enroll at UW.</td>
<td>Start senior year of HS. Begin college application process.</td>
</tr>
<tr>
<td>2017-2018 academic year</td>
<td>To the extent possible, complete Early and Regular Admission course prerequisites for engineering majors.</td>
<td>Finish senior year of HS. Accept offer to UW as a DTC student.</td>
</tr>
<tr>
<td>Summer 2018</td>
<td>If applicable, apply for Early and Regular Admission to engineering majors. Departments admit an increased number of students through the Early Admission pathway.</td>
<td>Go through freshman orientation.</td>
</tr>
<tr>
<td>Winter 2019</td>
<td>Apply for Regular/Upper Admission to BioE, Chem E, CmpE, EE, and HCDE. <strong>A majority of the admission decisions for the cohort completed at this time.</strong></td>
<td>Continue taking prerequisite courses and exploring engineering majors.</td>
</tr>
<tr>
<td>Spring 2019</td>
<td>Remaining pre-engineering students apply for Upper Admission. Pre-engineering students not admitted at the conclusion of this process are moved to premajor status or declare an alternative major. These students will still be eligible to apply to engineering majors using the pathway for non-Engineering Undeclared students.</td>
<td>Continue taking prerequisite courses and exploring engineering majors.</td>
</tr>
<tr>
<td>Summer 2019</td>
<td>First placement process for Engineering Undeclared students.</td>
<td></td>
</tr>
</tbody>
</table>

Transfer students – The plan is to transition to the April 5 application deadline for transfer applicants for the autumn 2018 admission cycle.

I. Monitoring and Assessment

The College of Engineering will continually assess the impacts of the new admission model. It is fully expected that it will take several years to better understand the dynamics of the
new processes, and that ongoing adjustments and refinements will be necessary to optimize outcomes. Data that will be monitored and evaluated will include the following:

- Demographics of the DTC cohorts.
- Percent of DTC students placing into their first choice major.
- Timing of DTC student placement into a major.
- Relationship between intended major identified on University application and requested major in the placement process.
- Retention to placement into a major for all DTC students and broken out by gender, ethnicity, and Pell-eligibility.
- Retention to degree for all DTC students and broken out by gender, ethnicity, and Pell-eligibility.
- Number of “Interest Changers” (enrolled UW students who were not admitted through DTC) moving into engineering majors.
- Number of transfer students entering engineering majors.
Appendix A
Engineering Departmental Application Statistics

Early and Upper Division Engineering Departmental Applicants
(Excludes C Sci applicants and all "Prerequisite Transfer" applicants)

"Prerequisite Transfers" are applicants who completed more than 30 credits of prerequisite course work at another institution.
Appendix B
Draft of UW Freshman Application Major Selection Page

Application Questions
View Application Status

UNIVERSITY of WASHINGTON

* Required
Major or Area of Interest

* MJ-1 Intended Major/Primary Area of Interest (response required)

To be considered for direct admission to the College of Engineering (or other competitive majors), read further.

Other options. If you have a strong interest a major, you are encouraged to indicate it here, but you are not required to declare a major; you may select a pre-major option. If you do list a specific major, you will be considered for direct entry to this major only if the program permits freshman enrollment. If not eligible for your intended major at this time, or you have not yet decided on a major, the university will consider you for entrance to the university as a pre-major.

MJ-2 Secondary area of interest (response is optional)

You will not be considered for direct entry to a second area of interest. However, if you have another area of interest, or an area of interest that you do not wish to be placed in upon entry to the UW, please indicate it here. This information helps the UW better understand the areas of study that our applicants are considering, and may also help advisers assist you with academic planning.
Interest in Competitive Majors (TEST)

College of Engineering:

To be considered for direct admission to the college, you must select an engineering major or Engineering Undecided (TBD by CoE) as your first intended major or area of interest. Admission directly to the College of Engineering as a freshman is the primary pathway for later selection to engineering majors. For more information, visit the xxxxx website.

Other Competitive Majors:

To be considered for direct admission to other competitive majors that are available to freshmen, you must also select the major in question as your first intended major or area of interest. List DFA majors and links to websites.
Appendix C
Sample Admission to UWS Notification – Admitted DTC

March 14, 2017

Emma Braun
320 Schmitz Hall
Seattle, WA 98195

CONGRATULATIONS!

Dear Emma,

I am pleased to offer you admission to the University of Washington’s Class of 2021. You have worked hard to get to this point, and we are excited to see what you will contribute to our remarkable and diverse student body. The UW community looks forward to welcoming you to the Seattle campus for autumn quarter 2017.

You have been selected for direct admission to the College of Engineering. As a direct admit to the College, you will enter the UW with Engineering Undeclared status. As an Engineering Undeclared student you will complete foundational coursework and learn more about opportunities in the College of Engineering. Upon completion of required courses, usually the end of the first year or middle of the second year, you will request placement into one of the specific engineering majors. You can find more information about direct to college admission at uwherewhenwehaveit.com.

I have more good news. You have been named a University of Washington Purple and Gold Scholar at the Seattle campus. We are delighted to offer you a scholarship of $[XXXX] each academic year for four years, with a total value of $[XXXX]. Please review the conditions of this scholarship at admit.uw.edu/Paying/PurpleGold.

This offer of admission is just the beginning. Enclosed you’ll find instructions for taking the next steps toward becoming a UW student. To get started, go to uw.edu/NewHuskies. The deadline to accept this offer of admission and reserve your place at the UW is May 1, 2017.

I hope you will share the news of this offer of admission with the family, friends, and teachers who have supported you. We also invite you to share the experience with other first-year students using the hashtag #NewHuskies2017.

With warmest congratulations from all of us in the Office of Admissions,

[Signature]
Paul Seegert
Director of Admissions

UNIVERSITY OF WASHINGTON / OFFICE OF ADMISSIONS
320 Schmitz 1410 NE Campus Parkway Box 353852 Seattle, WA 98195-3852
206.543.3666 fax 206.685.3655 admit.washington.edu
Appendix D
Message to Accompany Admission to UWS Notification – Not Admitted DTC

ADMISSION TO PRE-MAJOR STATUS

Congratulations on your admission to the University of Washington! We look forward to having you continue your education here.

You were admitted to the UW but were not admitted to the College of Engineering. As a result, you are classified as a pre-major student.

NEXT STEPS

Admission to the College of Engineering is highly competitive. If engineering is your career objective you may want to consider other educational institutions. If you choose to attend the University of Washington you will have the opportunity to apply for admission to engineering at the end of your sophomore year; however, admission is not guaranteed. Demand for engineering degrees far exceeds available space, so we must turn down many strong candidates.

Recommendations for your next steps:

If you choose to attend the University of Washington you should be prepared to pursue a different major.

The University of Washington offers more than 160 majors in 68 different departments outside of the College of Engineering. At the web page cited below you will find helpful information about the various opportunities available to undergraduates at UW. Topics include:

- What are my choices for majors?
- How can I engage in focused exploration of majors outside of the College of Engineering?
- What is new in mathematics and applied science degrees at UW?

fyp.washington.edu/premajoratUW
Appendix E
Placement Scenarios for Students Focused on High Demand Majors

**Highly focused student** - Jill has a strong interest in Bioengineering, a typically capacity constrained major. Jill is a solid student academically.

**Scenario 1:** Through the engineering exploration seminars, Jill realized she has the ability to pursue bioengineering applications through Electrical Engineering or Materials Science & Engineering. Therefore, EE and MSE (one or both projected to be unconstrained majors) are her second and third choices. Jill wants to maximize her opportunities for placement into BioE. Therefore, she plans to request placement in BioE only during the summer process. If unsuccessful, she will list BioE, EE, and MSE during the winter placement process. Jill is placed in BioE during the winter placement process, but Jill would have been placed into either EE or MSE if the BioE placement hadn't been possible.

**Scenario 2:** If she is unable to be placed in Bioengineering, Jill plans to pursue Biochemistry or Biology. COE Advisors work with her to make sure she is on track for these departments as well as BioE. Jill is not placed into Bioengineering during either the summer or winter processes. She applies to Biochemistry in April of her second year and is admitted. Jill pursues Biochemistry.

**Student with relatively low GPA interested in constrained majors** – Bill is interested in Aeronautics & Astronautics (AA) and Mechanical Engineering (ME), both of which are historically constrained majors. He is successfully completing the course work but his prerequisite GPA is close to 2.50. Because Bill started in MATH 120, he is unable to request placement until winter of his sophomore year. Recognizing the potential for not getting placed in his priority majors, College advisors have worked with Bill to identify additional options.

**Scenario 1:** During the winter of his sophomore year, Bill decides to request only AA and ME and is not placed. He continues in Engineering Undeclared status. After discussions with advisors, he decides that AA and ME are the only engineering majors he will consider. He makes a final request after completion of his sophomore year and again is not placed. He decides to pursue a science major and an AA minor.

**Scenario 2:** After an unsuccessful winter placement into AA or ME, Bill works with advisors and identifies a third engineering major projected to be unconstrained. After completion of his sophomore year, Bill again requests AA and ME but also includes the third major. Bill is placed into the unconstrained engineering major.
Appendix F
Prospective Freshman and Influencers Communication Plan

Early Outreach - Influencers
1. Letter to high schools announcing change – spring 2017
   a. All WA high school counselors, teachers and administrators - 458 total schools
   b. Top 20 engineering feeder schools outside WA
2. Electronic Counselor Newsletter – April 2017 edition
   a. All high school counselor contacts in Recruiter - 845 total
3. Fall Counselor Workshops – September 2017
   a. Announcement of change at all 9 sites throughout WA – typical attendance around 900 high school counselors
4. Husky Hopeful/College Planning Invitational workshop presentation – October 2017
   a. Present to internal audience of UW faculty/staff and their children
   b. New for 2017 potential event with local industry employees and their children
5. Alumni
   a. College of Engineering newsletter
   b. UW Alumni Association – Partner with Marcella Flores, Assistant Director, Alumni & Student Engagement

Early Outreach – Prospective freshman applicants autumn 2018
1. Purchase College Board Names – January 2017
   a. Juniors from WA & Target Zip Codes in CA
   b. Interest in Engineering
   c. URM
2. Communication Plan
   a. Print Materials
      I. Postcard mailing (608 prospects as of 12-9-15) – July 2017 when autumn ’18 application opens
      II. Create one page College of Engineering handout (8.5x11) Explore, Visit, Apply – September 2017
   b. Email communication
      I. Visit: Invitation to Engineering Discovery Days – February 2017
      II. Explore: Academic emails with variable content by major – April 2017
      III. Apply: Pathways to Engineering at UW – September 2017
   c. Visitation
      I. Weekly information sessions (like Foster provides) – beginning March 2017
      II. Admitted Student Previews & Engineering Discovery Days – April 2018
      III. Multicultural Outreach & Recruitment spring recruitment events – Rising SEAs; Young, Gifted & Black; Adelante Con Educacion (ACE) – Spring 2017
      IV. Multicultural Outreach & Recruitment autumn events – Application Workshops; R.I.S.E; S.O.A.R; E.E.E; E.O.S; N.A.S.D – Autumn 2017
   d. Off-Campus Recruitment Events
      I. Admissions & OMAD attend 700+ high school visits, college fairs, individual appointments and information sessions – September – November 2017
      II. Multicultural Outreach & Recruitment Shades of Purple – Summer 2017
New Non-Routine Business:

**Engineering** - (ENGR-20161128) Establishing a new admission process for all programs in the College of Engineering.

Background: The College of Engineering is re-submitting a proposal to establish a new admission pathway and process where 50% of its annual cohort would be admitted as incoming freshmen and be placed into an engineering undeclared status (direct to college admission), while the remaining 50% would be reserved for transfer students and interest-changers. See proposal and rationale.

Action taken 12/09/2016: Approved and forwarded to FCAS.

New Routine Business:

**Sociology** - (SOC-20161112) Revised admission requirements

Background: The Department is changing the phrasing of their admission requirements.

Action taken 12/09/2016: Approved and forwarded to FCAS.

**Materials Science and Engineering** - (MSE-20161012) Revised program requirements for the Bachelor of Science in Materials Science and Engineering degree, and Option in Nanoscience and Molecular Engineering.

Background: The Department is updating the Catalog to reflect changes in course prefixes, as well as to remove courses which are no longer offered.

Action taken 12/09/2016: Approved and forwarded to FCAS.

**Industrial Engineering** - (INDE-20161010) Revised program requirements for the Bachelor of Science in Industrial Engineering degree.

Background: The Department is updating the catalog due to a prefix change from HCDE 231 to ENGR 231, as well as requesting removal of a course which is no longer offered.

Action taken 12/09/2016: Approved and forwarded to FCAS.
Chemical Engineering- (CHEME-20161028) Revised program requirements for the Bachelor of Science in Chemical Engineering degree.

Background: The Department is updating the catalog due to a prefix change from HCDE 231 to ENGR 231, as well as adding an alternative course.

Action taken 12/09/2016: Approved and forwarded to FCAS.

Laboratory Medicine- (LABM-20161117) Revised program requirements for the Bachelor of Science degree in Medical Laboratory Science.

Background: The Department is updating the catalog due to MICROM 444 being divided into MICROM 460 and 461 to separate lecture and lab.

Action taken 12/09/2016: Approved and forwarded to FCAS.

Additional Business:

Academic Explorer- College of the Environment

Background: Academic explorer was presented to FCAS this past February. They determined the overviews (columns D and G) should be review first by SCAP, and then by FCAS. The College of the Environment is the first batch ready for your review.

Overview: Choosing a major is difficult, finding information about them shouldn’t be. MyPlan “academic explorer” will provide students a single, central location to browse, compare, and assess degree programs across the UW. The current focus is on collecting program overviews and basic department information as the first step toward replacing the paper-based new undergraduate program and undergraduate program change 1503 process with an electronic, workflow based product.

Action Taken 10/21/2016: In review.

Action taken 12/09/2016: Approved and forwarded to FCAS.