Minutes
Senate Executive Committee Meeting
Monday, January 13, 2014, 2:30 p.m.
142 Gerberding

Absent: Stern, Fridley, Joseph
Guests: Patricia Kramer, Chair of FCAS and Chuck Treser, Chair of FCSA

1. Call to Order and Approval of Agenda.

Chair Jack Lee called the meeting to order at 2:35 p.m. The agenda was approved without amendment.

2. Report of the Senate Chair – Jack Lee [Exhibit A]

Chair Lee asked members to look at his written report. He added that the academic freedom legislation passed overwhelmingly, and was one of the highest percentages in a long time. The legislation has received final approval from President Young. Lee mentioned that the faculty salary policy workgroup is currently drafting documents and might be ready for public consumption in the near future. There will be an online forum for people to make comments. No steps will be taken this quarter but we may see legislation at the beginning of next quarter. He is optimistic about faculty response to the proposal but some schools are still slightly nervous. Lastly, lecturer hiring issues will be addressed by a tri-campus work group, chaired by Faculty Senate Vice Chair Kate O’Neill, which will begin meeting soon.

Provost Cauce made a point that some people are under the impression that you can’t hire a part time person for a multi-year contract, which is untrue.


President Young mentioned the start of the legislative session in Olympia. He suspects it to be an interesting session, especially now that the transportation package is off the table. His main goal is to ensure that no cuts take place from the previously passed biennial budget. Second, Young hopes for state reinvestment in the State Need Grant, which is grossly underfunded. Young expressed support for the Clean Energy Institute and he is optimistic in part due to support from the Governor.

Young mentioned the importance of higher education funding and how business and public leaders are coming together to find more reliable funding streams. With the Senate and House largely controlled by opposite parties, however, Young does not expect much to get done.

Questions and comments followed:
Comment: Storti suggested that we ask for removal of the cap on sabbaticals for academic employees.
A: Young hadn’t heard of the restriction but said that he would look into it.
C: Taricani mentioned the passage of the DREAM Act during the first day of the legislative session.
A: Young expressed support for the Act and mentioned that we are already underfunding students who would be eligible for the State Need Grant. He spoke briefly about the importance of affordability and accessibility of higher education, especially with the relatively small number of students who would be affected.

a. Report of the Secretary of the Faculty. [Exhibit B].
b. Report of the Chair of the Senate Committee on Planning and Budgeting. No report.
c. Report of the Faculty Legislative Representative. No report.
d. Report of the Special Committee on Intellectual Property and Commercialization (SCIPC)  
[Exhibit C]
e. Report of Faculty Council Activities.  [Exhibit D]

SCIPC Chair Susan Astley was available for questions. She asked members to explore SCIPC information on the Faculty Senate website. Over the first year the committee laid groundwork and set three objectives for this year:
1. Finalize the present assignment and outside work request form language in the long term but make some minor changes in the meantime. The goal is to reduce the scope to include intellectual property (IP) that might result from the request; if denied, the statement would be withdrawn.
2. Create a series of FAQs to educate faculty on IP issues. In the old days, IP and present assignment issues were only something scientists would encounter, but more faculty are being affected.
3. Establish IP principles to guide establishment and revision taking place in the Intellectual Property Management Advisory Committee (IPMAC). SCIPC isn’t in the position to write the policy, but will work closely with IPMAC to do so.

Astley said that the committee has figured out how to work more closely with IPMAC and the chair of IPMAC has agreed to post meeting minutes and to have some joint meetings with SCIPC.

There is a need to define the current role of the UW Center for Commercialization (C4C), and what information and resources faculty will need from them. One issue is to figure out how to fund C4C once the Hall Patent expires. Provost Cauce hopes to define the funding model for C4C and acknowledged the issues with it being self-supporting.

Gregory mentioned the redraft of Executive Order (EO) 36 and asked the status. Astley mentioned that the President’s reconsideration of EO 36 was one of reasons that altering the outside work form was delayed.

Lee asked for a sense of timing for settling the present assignment issue. Astley said that based on their initial meeting she believes IPMAC and the Office of Research seemed open to it.

Astley asked Provost Cauce if continuing education regarding IP and ethics rules is required. Cauce responded that most of the continuing education that takes place is required by the government.

Lee asked for questions about other reports. Wood asked about the Faculty Council on University Facilities and Service’s (FCUFS) report on childcare. Jack Lee suggested that he contact the Chair of FCUFS, Rich Christie.

5. Consent Agenda.
   a. Approval of the November 18, 2013, SEC Minutes.
   b. Approval of the December 5, 2013, Faculty Senate Minutes.

The consent agenda was approved.

6. Announcements.

There were no announcements.

7. Unfinished Business.

   a. Class B legislation  [Exhibit E]
      Faculty Council on Academic Standards
      Title: Proposed changes to Student Governance and Policies – Scholastic Regulations.
      Action: Approve for Faculty Senate Consideration.
Chair Lee explained the process of Class B legislation. If passed, this legislation becomes part of the Scholastic Regulations of the University Policy Directory unless it is objected to by enough members of the faculty. A motion was made to accept the revisions in Exhibit E.

Chair of the Faculty Council on Academic Standards, Patricia Kramer, presented the background of the proposed legislation addressing updates to sections of the student governance and policies section of the UW Policy Directory. These changes are proposed in follow up to legislation passed in Spring 2013 that allowed for students to be admitted to a specific program only. The proposed legislation also makes additional changes to this section of the Policy Directory to reflect current practices. Discussion of the proposed legislation ensued.

Kramer presented a motion to substitute in entirety the language of 7.E., based on input from the Graduate School. The substitution was moved to a vote and passed.

Gregory expressed some concern over the words “generally admitted” and “program specific” as the two types of matriculated students. Kramer said FCAS discussed it at length and preferred the current language change in the resolution, which aims to avoid negative connotations. There was no consensus on better alternatives. It was suggested that the proposed legislation should be affirmed and any subsequent suggestions could be made in the form of an amendment presented to the Faculty Senate.

Lee asked if we should send it back to FCAS. Kramer expressed that despite the Council’s enthusiasm for looking at it again, she would prefer that it passes.

Purdy asked if the terminology would be made public. Kramer said that only the registrar’s office will know students’ status and it will not be included on transcripts. Killien expressed concern over repeated changing of student definitions. Kramer said other things are hinging on the change, including the creation of some programs. Chair Lee asked Patricia Kramer to explore language options and possibly propose an amendment at the Faculty Senate meeting.

Kutz asked when program specific students would be paying fees like the Student Activities Fees and for access to on-campus facilities. Provost Cauce explained that online students will pay the fees because some will want access to local facilities and it would be difficult to make the fees voluntary. She spoke briefly about how that decision was made.

The amended legislation was moved to a vote and passed.

b. Class A legislation – First Consideration. [Exhibit F]

Faculty Council on Faculty Affairs

Title: Proposed updates to the Faculty Code.

Action: Approve for Faculty Senate Consideration.

Chair Lee explained the process for Class A legislation and a motion was made to accept the revisions in Exhibit F. Lee then asked FCFA Chair Gordon Watts to present the background of the legislation. Watts said that most changes were proposed by Marcia Killien, the Secretary of the Faculty, and that they are an effort to reflect current practices and increase clarity of some sections of the Faculty Code.

He then went through each section to discuss the changes.

The proposed change to Section 22-44 was discussed, specifically around who is responsible for removing Senators for unexcused absences. Some members expressed concern over academic units being able to keep unexcused Senators and therefore affect quorum. Gregory proposed an amendment to strike 22-44 from the legislation thus keeping the current code language. Killien expressed support for unit autonomy in electing and enforcing Senators’ attendance. The amendment passed so that no changes were made to current Faculty Code language in 22-44.
In order to improve clarity in Section 22-74, Leah Ceccarelli moved to change “if written objection” to “if written objections”, remove the comma and the word “signed” between “nature and “by”, and change “is” to “are” so that it reads, “…if written objections to its substantive nature by 5% or more of voting faculty . . . are presented to the Secretary of the Faculty . . .”

The motion passed.

The legislation, as amended, passed.

c. Approval of the January 30, 2014, Faculty Senate Agenda. [Exhibit G]
Action: Approve for distribution to Faculty Senators.

The agenda was approved without amendment.

9. Good of the Order.

There was no good of the order.

10. Adjournment.

The meeting was adjourned at 4:56pm.

Prepared by: Marcia Killien
Approved by: Jack Lee, Chair
Secretary of the Faculty Faculty Senate
Report of the Faculty Senate Chair
Jack Lee, Professor of Mathematics

Here’s an update on some of the main things we’re working on.

**Academic Freedom Legislation:** As you know, the Class A legislation on academic freedom received its second approval at the last senate meeting, and has gone out to the full faculty for a vote. By the time of this meeting, we will know the results of the vote.

**Faculty Salary Policy:** The joint faculty salary policy task force has almost finished working out the outline of our salary policy proposal, and code drafting is underway. I’ve been giving presentations to various colleges and schools about the proposal. Generally the reception has been very positive. Very soon (fingers crossed!), we will have detailed information about the proposal to distribute widely, and we will begin having public forums to discuss it.

**Lecturers:** By the time of this SEC meeting, the joint Provost/Senate tri-campus lecturer task force should have been constituted. We will be requesting a report from them sometime in the spring quarter. Here’s the committee membership:

- Kate O’Neill (Law, committee chair)
- Marcia Killien (Nursing, Seattle lecturer committee representative)
- Lisa Coutu (Communication Principal Lecturer, Seattle lecturer committee representative)
- Carol Landis (Nursing, Faculty Council on Faculty Affairs representative)
- Mike Crandall (Information School, Senior Lecturer)
- Elizabeth Sundermann (Interdisciplinary Arts and Sciences Lecturer, UW Tacoma)
- Katie Baird (Interdisciplinary Arts and Sciences, UW Tacoma)
- Dan Jacoby (Interdisciplinary Arts and Sciences, UW Bothell)
- Jerelyn Resnick (Nursing & Health Studies Lecturer, UW Bothell)
- Michael Shapiro (Arts & Sciences Divisional Dean for Humanities)
- Ron Irving (Chair, Mathematics)
- Barbara Van Ess (Director of Personnel Policy, Medicine)
- Shailendra Jain (Chair, Marketing and International Business)

**Intellectual Property:** We have a report from Susan Astley about the Special Committee on Intellectual Property and Commercialization (SCIPC) today.
Report of the Secretary of the Faculty
Marcia Killien, Professor, Family and Child Nursing

The vice chair nominating committee has identified candidates for Vice-Chair of the Faculty Senate for a term beginning in 2014; interviews will occur soon and candidates will be presented to the Senate Executive Committee at its February 10, 2014, meeting.
Report of the Special Committee on Intellectual Property and Commercialization
Susan Astley, Professor of Epidemiology and Pediatrics

SCIPC Update

1. Last year’s 2012 – 13 annual report and website.

2. This year’s objectives:
   a. Finalize present assignment language issue in Outside Work Request Form 1460
   b. Create FAQs to educate faculty
   c. Establish IP Principles to guide establishment/revision of UW IP Policy

3. Coordinate efforts with IPMAC, Office of Research, and C4C
   a. IPMAC will post minutes, established a catalyst website, and will hold joint meeting(s) with SCIPC.
   b. C4C posted FY14 IP Policy Goals (see attached) and will distribute “A Comparative Study of IP Policies at UW Peer Institutions” (a study conducted by C4C over the summer)

4. Issues:
   a. The impact of present assignment on scholarship and Academic Freedom (see attached Questions from SCIPC to IPMAC, March 2013).
   b. The role of C4C:
      i. What services/assistance do faculty members need from C4C? Not just the 1% with big inventions, but most importantly the 99% with important issues like how to protect their IP and stay in compliance with State ethics laws.
      ii. How to pay for C4C services when the Hall patent expires
         • Academic IP management: expenditures versus revenues (see attached Penn State report).
         • Requiring C4C to be self-sustaining establishes a potential conflict of interest as they acquire and manage the commercialization of faculty IP.
   c. How to educate all faculty on IP management in this 21st century.
      i. With the advent of rapid distribution of electronic information via the web, online courses, social media, electronic textbooks, open access electronic journals, not to mention collaborations that often span the globe; IP management issues impact all faculty, not just the faculty scientists.

Attachments:
1. SCIPC 2012-13 Annual Report and website
2. SCIPC questions to IPMAC
3. C4C FY14 IP Policy Goals
4. Present Assignment and Academic Freedom
5. Penn State IP Management
Report of Faculty Council Activities

Faculty Council on Academic Standards

In addition to normal business reviewing curriculum changes, major topics that FCAS is undertaking are:

1. Changes to the Student Regulations in response to the creation of the “limited admission” student category
2. Creation of an ad hoc subcommittee on questions associated with courses, joint with FCTL
3. Participating in 2 taskforces: Taskforce on Enrollment and Taskforce on Online Education
4. Review of Integrated Social Science major

Faculty Council on Benefits and Retirement

1. Advocate changing increased faculty contributions at age 50 from “opt-in” to “opt-out.”
2. Provide through the faculty senate process information to faculty regarding benefits and retirement.

Faculty Council on Faculty Affairs

FCFA is addressing the following issues:

1. Code Cleanup Issues
   a. Minor changes to remove out of date terminology & clarify the code in some places are in progress
   b. Changes to bring some of the code into line with reality are in progress
   c. Adjustments to deal with the modern electronic world
2. Professor of Practice
   a. Should (and how) we add a new rank for people distinguished in their accomplishments outside the academy that wish to join us on a temporary basis to help with our teaching mission.
3. Faculty salary policy

Faculty Council on Multicultural Affairs

FCMA continues to be available to assist ASUW and FCAS with the implementation of the new Diversity Requirement for undergraduates. In addition, FCMA will submit questions regarding access and faculty participation to the chair of the taskforce of the new Online Undergraduate Degree Completion initiative.

Faculty Council on Research

The general concern of the FCR is to discuss ways to improve the UW research environment with various administrative units. FCR will review proposals from UW researchers containing restrictions of various sorts (publication policies personnel, data transfer etc.). We will be discussing proposed changes in UW rules regarding the outside activities form and proposed changes in UW rules are published. We will also be concerned with emerging issues regarding OMB, NIH/HHS and NSF and with rules regarding export controls.

Faculty Council on Student Affairs

The Faculty Council on Student Affairs (FCSA) is "responsible for all matters of policy relating to non-academic student affairs such as financial aid, housing, regulation of social affairs, eligibility rules, intercollegiate athletics, and general student welfare." (Faculty Code, Sec 42-38.)

The FCSA continues to conduct discussions on issues pertinent to students, including: recent Senate action on admissions policies and standards; on-going and planned campus renovations; revisions of the Student Conduct Code; the Online Undergraduate Degree Completion initiative; and, staffing the faculty appeal board. Among the topics discussed during the Council meetings this quarter were the following.
• 1 October: The first meeting of the 2013-2014 academic year featured the new Vice President for Student Life, Denzil Suite, who shared his thoughts on his job and his experience so far at the University of Washington.

• 5 November: A major topic of discussion at this meeting was the perception that some (many?) student athletes feel that they were not fully accepted as students on this campus. This topic was further explored at the December meeting.

• 3 December: Professors Robert Stacey (chair of the Advisory Committee on Intercollegiate Athletics – “ACIA”) and Pete Dukes (Faculty Athletics Representative) presented to share their perspectives on student athletes at UW. Their perception was that most student athletes rate their experience at the UW highly or very highly. Data from the exit interviews conducted of student athletes tend to support their perception. However, members felt that, especially in the high profile sports, that the situation could be improved. It was also noted that student athletes were not the only group of students who were subject to not being taken as "serious students" -- artists, performers, musicians, etc. The FCSA and ACIA have agreed to work collaboratively to improve the image of our student athletes on campus.

Faculty Council on Teaching and Learning

Activities Carried Over from 2012-2013:

1. Report on Hybrid Online Learning. On April 4, 2013, FCTL chair Jan Carline transmitted to President Young the council’s report on hybrid online learning. The report included five recommendations for adoption by the university. Members of the council also met with Vice Provost Jerry Baldasty to discuss measures to address the council’s concerns and strategies to increase the recognition of faculty efforts in developing these courses. Vice Provost Baldasty expressed an interest in continued work with the council on this matter.

2. Poor response rates to online course evaluations. Plans for the development of an OEA supported online course evaluation system were discussed extensively last year, with particular concern for the decrease in student response rates when compared to the rates for the formerly used in-class evaluation approach. Guests from the School of Public Health discussed the practice of requiring the completion of online course evaluations before release of grades to students. This method insured a high response rate, and was acceptable to the registrar. It did require a significant amount of staff work to implement. Tom Lewis (UW-IT) raised the possibility of developing a system that would automatically integrate the recognition of a completed evaluation with release of grades in Gradebook.

3. Access to student course evaluations outside UW. In late fall of 2012, Nana Lowell (UW-OEA) learned that students from the Information School had provided public access to results of student evaluations of courses they obtained from a web site with restricted access. The practice of giving access to these evaluations only to individuals with NetIds had been put in place based on discussions in the former Faculty Council on Instructional Quality, after consulting the Attorney General’s office. This was done because of two concerns, the first being potentially inappropriate use of faculty evaluations by individuals not affiliated with the university, and the second being restrictions on the publication of evaluations of teaching assistants included in the bargaining agreements with their union. An inquiry about this matter was referred to the Attorney General’s office for advice. The issue remained unresolved at the end of the academic year.

New Activities for 2013-2014:

In addition to the usual recurring subjects (teaching and learning technologies, distance education, educational outreach, the online undergraduate degree completion initiative, educational assessment, design and methodology for student course evaluations and events showcasing innovating teaching and learning initiatives), the chair of FCAS has indicated an interest in forming a joint FCAS-FCTL working group to develop definitions of “course” and “credit hours.”

Faculty Council on Tri-Campus Policy

1. Conducting a review of tri-campus information dissemination and faculty member representation between the three faculty governance structures.
2. Reviewing issues related to student conduct code violations and how they are disseminated and treated if/when student seeks cross-campus enrollment.
3. Examination of processes related to cross-campus degrees/minors and role of UW Curriculum Committee.
4. Coordinated Faculty Senate communication of tri-campus awareness regarding governance, policies, new issues, budget, etc.
5. Budget and legislative representation related to tri-campus strategic planning.
6. Discussion of potential issues related to "UWS/B/T "self-sustaining and distance learning degree programs and cross-campus implications.
7. Examination of variations/changes to faculty handbook that affect UWT/UWB faculty.
8. Cross-campus faculty research activities/opportunities – and an examination of selection processes related to limited submission research applications from the University of Washington.

Faculty Council on University Facilities and Services

Heard reports on the UW Capital Plan, the completed renovation of the Odegaard Undergraduate Library, on the Fluke Hall renovation and on classrooms.

At the suggestion of Prof. Ione Fine of Psychology, FCUFS created the Ad Hoc Subcommittee on Child Care to promote and expand child care services at UW. Faculty interested in serving on this subcommittee should contact Professor Ann Mescher (mescher@u) for more information.

Investigated how capital projects (buildings, etc.) are prioritized and approved. While FCUFS typically reviews projects at an early design stage, at the present time there is no faculty governance input to the prioritization and approval decisions. Since these decisions involve major financial commitments and since they are made in the Provost’s Office, recommended to Senate leadership that the Senate Committee on Planning and Budgeting may be the appropriate venue for faculty input.


Faculty Council on University Libraries

1. Implementation of the Faculty Fund for Library Excellence, as approved by the Faculty Senate. Fund website is located at: https://www.washington.edu/giving/make-a-gift?source_typ=3&source=LIBFAC
2. Facilitation of Open Access publishing at the UW. The FCUL will continue to seek to engage faculty and students in submitting documentation of their past, current, and future research (i.e., archival and grey literature) to the open access repository ResearchWorks.
3. Strengthening educational partnerships/ the development of a sustainable academic business plan. The FCUL will continue to investigate ways to bring emerging Libraries technologies and initiatives into UW courses. The strategic plan will consider a wide variety of issues, including fee-based and distance courses and programs.
4. Employment of multi-institutional approaches. The FCUL will provide input to continuing Libraries efforts to lead and leverage multi-institutional Libraries initiatives, related to e.g., the Hathi Trust, the Western Storage Trust, and Orbis Cascade activities.
5. Inclusion of Librarians on the Senate. The FCUL will continue to follow up on the 2009 – 2012 discussions on representation of Librarians on the Faculty Senate, the SEC, and on the Faculty.
6. General planning for collections, services, and staff. The FCUL will advise the Libraries on changes in collections, services, and staff in support of its strategic plan and necessitated by continuing budget constraints. Initial topics include the subject librarian framework, physical and virtual space planning, etc.

Faculty Council on Women in Academia

There are no updates at this time.

Approved council minutes are available online at http://www.washington.edu/faculty/committees/councils.html
Class B Legislation: Changes to University of Washington Student Governance and Policies – Scholastic Regulations

Background and Rationale

A new category of matriculated undergraduate student, based on admission status, was created in Spring Quarter 2013 (Class B Bulletin #178). This new category, originally designated “Limited Admission Student,” was developed in response to initiatives to create opportunities for people who have some college credit to earn baccalaureate degrees. The participation in the curricular offerings of the University for this category of student is limited to courses specified in the description of the program to which they are specifically admitted. At the time that this change was adopted, only Chapter 101: Admissions and Chapter 114: Degrees, Graduation and Commencement of the Student Regulations were modified, but FCAS, SEC and the Faculty Senate understood that a broader review of the Student Regulations was needed to ascertain if other changes were necessary. The proposed changes described herein are the result of that review.

FCAS reviewed the Student Regulations and proposes one substantive change and many changes that clarify existing language and rectify it with current policy.

1. The substantive change that FCAS proposes is to the designation of the two categories of student. In the current version, students are referred to as “regularly admitted” and “limited admission” students, descriptions which can have unintended connotations. The proposal is to change “regularly admitted” to “generally admitted” and “limited admission” to “program-specific.”

2. The non-substantive changes include the substitution of words that do not imply physical presence (such as “participate” and “enroll”) for “attend” and its derivations throughout the regulations. The proposal also removes reference to programs (e.g. the non-matriculated Evening Credit Program) and courses (e.g. lower division ROTC) that have been previously eliminated.

Of note in the context of this proposal is that, although Student Policies are not controlled by the Faculty, FCAS has negotiated with the appropriate groups and all are in agreement that all matriculated undergraduate students should have the opportunity to participate in such things as student government (ASUW) and voluntary student organizations (e.g. intramural sports). The Student Policies will be modified as necessary when modifications to the Student Regulations are complete.
Chapter 101 – Admission

1. Preliminary Statements and Definitions

E. Matriculated Students

A matriculated student is one who has been admitted into one of the University’s schools or colleges to pursue a program of study that normally leads to a degree.

1. Regularly Generally Admitted Student

A regularly generally admitted undergraduate student is one who is competitively admitted to one of the University of Washington campuses. The student may seek admission to any program, major, or degree at that campus.

2. Limited Admission Program-Specific Student

A limited admission program-specific undergraduate student is one who has been competitively admitted to a specific degree program and must choose from a limited number of courses specifically identified in his or her program. Admission is restricted to this program and does not qualify the student for admission to other degree programs of the University of Washington. To be admitted to other degree programs, the student must separately apply to be a regularly admitted student, or apply to another limited admission program. The student shall be informed by the program of any additional restrictions related to his or her enrollment.

Chapter 102 – Registration

1. Registration for Residence Courses

A. Registration Required

Students are required to register for any course that they attend participate. No person, other than guests approved by the instructor, may take part in a University course in which she or he has not been registered.

2. Methods of Registration

A. MyUW Registration

Students register by using MyUW. This is a continuous registration system that is 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.

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.
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 attend are affiliated with the University through UW Educational Outreach are registered by the UWEO staff into available courses.

5. Change of Registration

H. Dropped Courses

A course is officially dropped only when transacted through MyUW, the University’s online system or when accepted by a representative of the Registrar’s Office. An academic department can request a student to drop a course if the student does not meet publicized departmental attendance participation requirements.

7. Continuous Enrollment of Graduate Students

E. Application Request for Readmission Reinstatement

A student previously registered in the Graduate School who has failed to maintain continuous enrollment but who wishes later to resume his or her studies within the same graduate program must file an online request for reinstatement application for readmission to the Graduate School by the regularly published closing dates in person or by mail. If the student’s program approves the request, the student pays the reinstatement fee and the request is forwarded to the Graduate School for approval and processing. If the student is reinstated, readmitted, registration will occur during the usual registration period. If the student has attended enrolled in any other institution during the period when he or she was not registered at the University of Washington, official transcripts in duplicate of the student’s work must be submitted. An application for readmission carries no preference and is treated in the same manner as an application for initial admission, including the requirement of payment of the application fee of $10.

Chapter 104 – Auditors

1. Audit Registration

With the consent of the instructor, and to the extent that space is available after regular matriculated students have been accommodated, a student may register as an auditor in a non-laboratory course or the lecture part of a laboratory course.

2. Non-Satisfactory Participation

The instructor may cancel the audit registration of any student whose attendance participation is not satisfactory.

3. No Credit

No person who audits a course may participate in class discussion or laboratory work, take an examination in the course, or obtain credit therefore except by taking the course later as a regular matriculated student and satisfying all the requirements for credit.
Chapter 109 - Continuing Education

2. Continuing Education Programming Authority

B. Curriculum Authority

1. University of Washington Educational Outreach

   b. UW Educational Outreach presents self-sustaining credit courses from the regular curriculum and serves as a catalyst for the development of new credit and noncredit courses for the adult student. Credit courses bear departmental prefixes and must be reviewed and sponsored by the appropriate UW academic unit.

3. Credit Programs

   A. Evening Credit Program

      University credit courses are offered by UW Educational Outreach through the Evening Credit Program.

      1. Evening Credit Program students are not matriculated in the University.

      2. Credits earned through the Evening Credit Program are applicable toward a degree when a student matriculates.

      3. Admission/registration in the Evening Credit Program is conducted by UW Educational Outreach.

      4. Student records are included in the central student database of the UW.

      5. Student grades are included on an official University of Washington transcript.

      6. Academic Student Services in UW Educational Outreach provides general advising for Evening Credit Program students.

      7. Quarterly listings of Evening Credit courses appear in the UW Educational Outreach Catalog.

   B. Discrete Degree Programs

      The Executive Master of Business Administration, the Master of Public Health, and the Master of Electrical Engineering offered through Televised Instruction in Engineering are discrete degree programs offered by the respective schools. There are separate entrance and graduation requirements.

   A. C. Access on Space-Available Basis

      Students may gain access to courses at the University of Washington on a space-available basis under special provisions.

   B. D. DL Credit Courses

      UW Educational Outreach (UWEO), through its Distance Learning Program, also offers DL University credit courses to matriculated and nonmatriculated students.

      1. Distance learning courses are available to matriculated and nonmatriculated students.

      2. Students may apply a maximum of 90 credits of UW distance learning coursework towards the credit requirements for graduation.

      3. Official University of Washington transcripts will not differentiate between distance learning and classroom courses.

      4. Students may enroll in distance learning courses throughout the year and generally have up to three months from the date of registration to complete the coursework.
C. E-ACCESS Program for the Older Adult

The University of Washington waives tuition for Washington residents 60 years of age and older who wish to attend participate classes as auditors. UW Educational Outreach registers the participants on behalf of the University.

Chapter 110 - Grades, Honors, and Scholarship

1. The Grading System

A. System of Grades

The following shall be the system of grades, subject to the exceptions noted in Subsections B, C, D, and E of this section.

3. The Grade I

a. An Incomplete shall be given only when the student has been in attendance and has done satisfactory work to within two weeks of the end of the quarter and has furnished proof satisfactory to the instructor that the work cannot be completed because of illness or other circumstances beyond the student's control. A written statement of the reason for the giving of the Incomplete, listing the work which the student will need to do to remove it, must be filed by the instructor with the head of the department or the dean of the college in which the course is given.

3. Honors Awards

C. Quarterly Dean's Lists

Quarterly dean's lists shall include the names of regular registered undergraduate students who have attained a grade-point average, non-cumulative, of 3.50 in the final grades for at least 12 registered credits, exclusive of lower-division ROTC courses. They are published in many newspapers in Washington State about four weeks after the end of each quarter.

D. Annual Dean's List

The yearly dean's list shall include the names of all undergraduates who have achieved a cumulative grade-point average of 3.50 or better for at least 36 credits in resident instruction in three quarters or 46 credits of resident instruction in four quarters at the University of Washington during the preceding academic year, exclusive of lower-division ROTC courses.

Chapter 113 - Withdrawals

3. Dropping a Course

D. Other Methods

Drops from a course accomplished by any other method are not official, and result in the grade of 0.0 (E) for the course.

D. E. DL Courses

For DL courses that do not follow the quarter schedule, the drop deadline is the 14th day after the official start of the course. A DL course may be used for the once-yearly drop described in
Chapter 114 - Degrees, Graduation, and Commencement

2. Requirements for the Bachelor's Degree

I. Degrees with Double Major

Regularly Generally admitted students may choose to earn bachelor's degrees with double majors. Majors may be earned within the same college or from different colleges. A single degree with a double major is appropriate when both majors lead to the same degree objective (e.g., BA or BS). If students desire to pursue double majors, they shall complete all degree requirements in accordance with the satisfactory progress policy (Scholastic Regulations, Chapter 116, Satisfactory Progress). The student must submit an application for each major that is to be approved by the department, school, or college granting the major. Both majors will appear on the student's permanent record.

3. Two Bachelor's Degrees at the Same Time

Two differently named bachelor's degrees may be granted at the same time to a regularly generally admitted student, but the total number of academic credits shall reach a minimum of 45 credits in excess of the number normally awarded for the first bachelor's degree. Two bachelor's degrees will not be awarded when both majors lead to the same degree objective (e.g., BS or BA); in these cases a single degree with a double major will be awarded. Exceptions to this rule are at the discretion of the dean of the college or school awarding the degree and only on a case-by-case basis; if the two majors are in two different colleges or schools, both deans must approve.

4. A Second Bachelor's Degree

A. Additional Credits

A second bachelor's degree may be granted to a regularly generally admitted student, but there shall be required for this degree a minimum of 45 additional credits in residence.

Chapter 117 – Attendance Participation

1. Leaves of Absence

Students are responsible for maintaining regular attendance at participation in classes or making alternative arrangements satisfactory to their instructors.

Approved by:
Senate Executive Committee
January 13, 2014
Class A Legislation: Proposed updates to the Faculty Code

**Rationale:** Several sections of the Faculty Code have not been reviewed and updated for some time. A recent review by the Secretary of the Faculty indicated that updates were indicated either to 1) reflect current practices in the Senate and university, 2) reflect the use of electronic communication, and 3) simplify or clarify the format and/or presentation of material in the Code. These changes have been discussed and approved by the Faculty Council on Faculty Affairs and are considered by them to be “minor update” changes rather than substantive changes to the Code. Specific reasons for each change are provided after each section below.

**Section 21-52 Calling of Faculty Meetings**

A. There shall be a meeting of the University faculty upon call of the President, or the Senate, or 10% of the voting members of the faculty. The faculty shall meet at least once in each academic year, and the President shall call such a meeting if none has otherwise been called.

**Rationale:** This has not been the practice for many years, although an annual address to which all faculty are invited has been given regularly. The first sentence allows for such a meeting to be called at any time by the faculty, senate, or President.

**Section 22-41 Composition of the Senate**

A. The Senate consists of the following voting members: The President of the University shall be a member of the Senate with vote.

1. The President of the University shall be a member of the Senate with vote.
2. The Chair of the Senate
3. The Vice Chair of the Senate
4. Chair, Senate Committee on Planning and Budgeting

B. The President of the University may appoint to the Senate with the right to speak but without vote vice presidents and the Provost or other administrative officer(s) who qualify as voting member(s) of the faculty under Chapter 21, Section 21-32 to serve at the pleasure of the President.

5. C. Chairs of faculty councils and Bothell and Tacoma faculty organizations who are not elected members of the Senate shall be ex officio members with vote. They shall serve in the Senate during their appointments as chairs and shall be considered to be members-at-large to whom the provisions of Section 22-45 do not apply.

D. Chairs of college councils (elected faculty councils of schools and colleges) shall be ex officio members without vote. They shall serve in the Senate during their appointments as chairs and shall be considered to be members-at-large to whom the provisions of Section 22-45 do not apply. A college or school council may appoint one of its members as a designee to attend a Senate meeting in place of its chair when the chair is unavailable.

E. Deans of schools and colleges and the Dean of University Libraries who are not elected members of the Senate, and the presidents of the Associated Students of the University of Washington and the Graduate and Professional Student Senate shall be ex officio members of the Senate with right to speak but without vote.
6. F. The other members of the Senate shall be voting members of the faculty who are elected in conformity with the following principles:

   a. These senators shall be democratically selected with care that small or minority groups are assured a voice in University.
   b. Each school, college, or campus shall elect one senator for each 40 voting faculty, or fraction thereof, in the school, college, or campus.
   c. The elected faculty council of any school, college, or campus that elects more than one senator may choose to have its senators elected at large or assign its faculty to voting groups that will elect the senators. The council shall observe the guidance of Subsection F.1 above.
   d. The voting procedures of the school, college, or campus shall be filed with the Secretary of the Faculty.

B. Ex officio members without vote are:

   1. Faculty Legislative Representative
   2. Deputy Faculty Legislative Representative
   3. Secretary of the Faculty

D. 4. Chairs of college councils (elected faculty councils of schools and colleges) shall be ex officio members without vote. They shall serve in the Senate during their appointments as chairs and shall be considered to be members-at-large to whom the provisions of Section 22-45 do not apply. A college or school council may appoint one of its members as a designee to attend a Senate meeting in place of its chair when the chair is unavailable.

E. 5. Chancellors of the University of Washington Bothell and University of Washington Tacoma, Deans of schools and colleges of the University of Washington Seattle, and the Dean of University Libraries who are not elected members of the Senate., and the presidents of the Associated Students of the University of Washington and the Graduate and Professional Student Senate shall be ex officio members of the Senate with right to speak but without vote.

6. The presidents of the Associated Students of the University of Washington and the Graduate and Professional Student Senate

B.7. The President of the University may appoint to the Senate with the right to speak but without vote vice presidents and the Provost or other administrative officer(s) who qualify as voting member(s) of the faculty under Chapter 21, Section 21-32 to serve at the pleasure of the President.

Rationale: This change reformats the section to be consistent with the format of Section 22-62 and to more clearly delineate who are members of the senate with vote and those who are ex officio members, either with or without vote. It also newly lists in this section ex officio members who are identified in Section 22-53.D. of the Code but not listed here, thus clarifying the total membership of the Senate in one place. Finally, to be consistent with the existing membership of the Senate Executive Committee and/or with Section 44-31., the change includes as members of the Senate the Secretary of the Faculty, the Faculty Legislative Representative, and the Deputy Faculty Legislative Representative as ex officio members without vote.

Section 22-45 Apportionment of Senators

A. From data available on the last business day of January 15 of each year the Secretary of the Faculty shall apportion the number of senators to be elected from each school, college, or campus, and inform the appropriate elected faculty council of the number of positions that shall be filled.
Section 22-53 Election of Senate Officers

B. The Vice Chair shall be chosen from among the voting members of the faculty by a majority vote of the Senate at the first regular meeting of each Winter Quarter. The Chair of the Senate, with the approval of the Executive Committee, shall publish in the agenda for that a regular Senate meeting the name of at least one nominee. Additional nominations may be made from the floor. If no nominee receives the required majority vote in the election, all but the two highest shall be eliminated and a second ballot shall be cast.

Rationale: The requirement to conduct a vote on the Vice Chair at the first meeting of Winter Quarter has been difficult in some years because a full slate of candidates has not been able to be finalized. While conducting the vote during Winter Quarter is best, there has been no hardship created when the vote has occurred later in Winter Quarter. Also, the rewording allows for the practice of conducting an electronic vote following the meeting, a practice that has been approved by the Senate for each of the past several years.

Section 22-61 Advisory Committee on Faculty Code and Regulations

C. The Advisory Committee on Faculty Code and Regulations is advisory to the Senate Executive Committee and is responsible to it. Members shall be appointed by that the Executive Committee subject to confirmation by the Senate. Members shall serve three–year terms and may be reappointed to an unlimited number of consecutive terms.

Rationale: These changes clarify the terms of members of this committee.

Section 22-62 Membership of the Executive Committee

B. Ex officio members without vote are:

1. The Provost;
2. The Faculty Legislative Representative and Deputy Faculty Legislative Representative;
3. The President of the Associated Students of the University of Washington;
4. The President of the Graduate and Professional Student Senate;
5. The Secretary of the Faculty.

Rationale: This addition makes the membership list in this section of the Code consistent with Section 44-31 of the Code.

Section 22-74 Senate Procedure: Class B Actions

A. Each Senate action in Class B shall be duplicated in a Class B Bulletin and a copy sent by the Secretary to each member of the faculty within ten days of approval of the action by the President. A Class B action is suspended if written objections to its substantive nature, signed by 5% or more of voting members of the faculty or by two-thirds of the eligible voting faculty of either the University of
Washington, Bothell, or of the University of Washington, Tacoma, are presented to the Secretary within 21 14 days of its publication in a Class B Bulletin during the instructional period in Autumn, Winter, or Spring Quarters of a given academic year. Persons offering such an objection shall be invited to express their views, orally or in writing, at the next meeting of the Executive Committee and, if they desire, of the Senate. If the Senate amends the disputed action, the legislation shall be submitted in its revised form to the President and, if approved by him or her, made subject to review by the faculty in the manner prescribed for the original Class B action. If the Senate reaffirms the disputed action, the legislation shall be distributed to the faculty for a vote within 14 days following the announcement of the Senate's reaffirmation in a Class B Bulletin. A vote of the faculty shall be conducted in the manner provided by Chapter 29, Section 29-36, Subsection B. At the next regular meeting of the Senate, the Chair shall announce the results of the vote of the faculty.

Rationale: Due to technological changes (i.e. use of electronic communication v hard copy mailings), the time limits on responses can be reduced with no meaningful reduction in opportunity for faculty response. Data available on response patterns of faculty on prior electronic Class B legislation shows that the vast majority respond within several days of initial posting.

Section 28-41 Brief Adjudications

Section 28-41.A.5.

5. Any other issue which the Chair and two members of the Brief Adjudication Application Panel (“Application Panel”) determine is appropriate for brief adjudication. In making determinations of whether a brief adjudication is appropriate for a particular case pursuant to this section, if the Chair determines that:

a. The case does not fall clearly within one of the categories specified in Subsections A.1 through A.4 above but which may nevertheless be appropriate for a brief adjudication, or

b. It is unclear for any other reason whether a brief adjudication would be the appropriate procedure.

The Chair shall convene a committee consisting of himself or herself and any two members of the Application Brief Adjudication Panel. The Application Brief Adjudication Panel shall be a standing committee consisting of five members of the Adjudication Panel appointed from time to time by the Chair of the Adjudication Panel. The Chair and the two members of the Application Brief Adjudication Panel shall review the matter, confer, and make a decision whether a brief adjudication is appropriate for the case at issue. The review shall include consultation with any faculty member whose interests would be directly affected by the adjudication and review of records of any previous Application Brief Adjudication Panel decisions for similar cases. The decision shall be made with sufficient speed so that the Chair may make the necessary determinations and appoint a hearing officer and a hearing panel, if necessary, within the time limits specified in Section 28-36, Subsection C. The Chair shall prepare a written report summarizing the nature of any case submitted to an Application Brief Adjudication Panel, the decision made as to the type of adjudication to be used and the basis of such decision and shall include such report in the records of the Adjudication Panel. If the Chair and the two members of the Application Brief Adjudication Panel decide that a comprehensive adjudication is appropriate, none of the members of the Application Brief Adjudication Panel making such decision will serve on the hearing panel for that case.

Rationale: The term “application panel” has fallen into disuse. This change provides improved clarity of terminology.

Approved by:
Senate Executive Committee
January 13, 2014
Agenda
Faculty Senate Meeting
Thursday, January 30, 2014, 2:30 p.m.
Savery Hall, Room 260

1. Call to Order and Approval of Agenda.


4. Memorial Resolution.

5. Opportunities for Questions and Requests for Information.
      i. Approval of the November 18, 2013, SEC minutes.
      ii. Approval of the December 5, 2013, Faculty Senate minutes.
      iii. Report of Faculty Council Activities.
   b. Report of the Secretary of the Faculty.
   c. Report of the Chair of the Senate Committee on Planning and Budgeting.
   d. Report of the Faculty Legislative Representative.

6. Consent Agenda.

7. Announcements.

8. Unfinished Business.

   a. Class B legislation.
      Faculty Council on Academic Standards
      Title: Proposed changes to Student Governance and Policies – Scholastic Regulations.
      Action: Approve for distribution to the faculty.
   b. Class A legislation – First Consideration.
      Faculty Council on Faculty Affairs
      Title: Proposed updates to the Faculty Code.
      Action: Conduct first review of proposal to submit legislation amending the Faculty Code to the faculty for approval or rejection.

Motions involving Class C actions should be available in written form by incorporation in the agenda or distribution at the meeting. It is preferable that any resolution be submitted to the Senate Chair and Secretary of the Faculty no later than the Monday preceding a Senate meeting.

10. Invited Guests.
    On line ISS Proposal Update: Judith Howard, Divisional Dean of Social Sciences and Matt Sparke, Director of Integrated Social Sciences.

11. Good of the Order.


Prepared by: Marcia Killien, Secretary of the Faculty
Approved by: Jack Lee, Chair of the Faculty Senate

NOTE: If a continuation meeting is necessary to conduct unfinished or special business, it will be held on Thursday, February 6 at 2:30 p.m. in Savery 260.