



UNIVERSITY OF WASHINGTON

OFFICE OF THE PRESIDENT

Mark A. Emmert, President

October 13, 2008

Dean Matthew O'Donnell
College of Engineering
Box 352180

Dear Matthew:

Based on the recommendation of its Subcommittee on Admissions and Programs, the Faculty Council on Academic Standards has recommended approval of the new continuation policy for the Bachelor of Science in Civil Engineering degree. A copy of the changes is attached.

I am writing to inform you that the College of Engineering is authorized to specify these requirements beginning autumn quarter 2008.

The new requirements should be incorporated in printed statements and in individual department websites as soon as possible. The *General Catalog* website will be updated accordingly by the Registrar's Office.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Mark".

Mark A. Emmert
President

Enclosure

cc: Ms. Mariko Navin (with enclosure)
Mr. Robert Corbett (with enclosure)
Dr. Deborah H. Wiegand (with enclosure)
Mr. Todd Milton, J.D. (with enclosure CEE-20080603)



UNIVERSITY OF WASHINGTON
**CREATING AND CHANGING UNDERGRADUATE
 ACADEMIC PROGRAMS**

6-4-08 pju by Don Janssen

OFFICE USE ONLY
Control # CEE-20080603

After college/school review send a signed original and 3 copies to FCAS Box 355850

For information about when and how to use this form: <http://depts.washington.edu/uwcr/1503instructions.pdf>

College ENGINEERING Department or Unit CIVIL AND ENVIRONMENTAL ENGINEERING Date JUNE 3, 2008

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

- New Admission Requirements for the Major in _____ within the Bachelor of _____
- 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 _____
- New or Revised Continuation Policy for U-GRAD MAJORS IN CEE
- Eliminate program in _____

Proposed Effective Date:

Quarter: Autumn Winter Spring Summer Year: 2008

Contact Person <u>DON JANSSEN</u>	Contact's Phone <u>206-543-9655</u>	Contact's Email <u>d6423@u</u>
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EXPLANATION OF AND RATIONALE FOR PROPOSED CHANGE

For new programs, please include any relevant supporting documentation such as student learning outcomes, projected enrollments, letters of support and departmental handouts. (Use additional pages if necessary).

CATALOG COPY

Catalogue Copy as currently written. Include only sections/paragraphs that would be changed if you request is approved. Please cross out or otherwise highlight any deletions.

NA (NO CURRENT CONTINUATION POLICY OTHER THAN
GENERAL UW POLICY)

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)

SEE ATTACHED

SIGNATURES (required)

Chair/Program Director

Timothy V. Laska

Date

5/3/08

Dean

Fred Risher

Date

6-3-08

College Committee

C. M. ...
John Schaeffer

Date

6/3/08

Faculty Council on Academic Standards

Date

OCT. 10, 2008

UoW 1503 (1/2/05) REVERSE



Rationale for CEE Continuation Policy Change

The continuation policy for Civil and Environmental Engineering is currently the same as that of the University:

- 1) A student whose cumulative GPA drops below 2.0 is put on probation, and
- 2) A student on probation who fails to bring his or her Cumulative GPA up to at least 2.0 (or fails to achieve a GPA of at least 2.5 for that quarter) is dropped from the University.

The consequence of this policy is that a student cannot be dropped from the CEE major for poor scholarship unless they can also be dropped from the University. Another consequence is that since the graduation requirements for the CEE major are higher than those for the University in general (we require a minimum grade of 2.0 in specific courses plus the overall 2.0 cumulative GPA while the University only requires the overall GPA of 2.0), we can have students that clearly are not going to graduate from CEE (GPA's below 2.0 in the specific courses requiring a 2.0), but who are able to remain enrolled as a student because their GPA for the first two years is high enough to keep their cumulative GPA above the cumulative 2.0 threshold.

The proposed continuation policy for Civil and Environmental Engineering has two parts: a quarterly (rather than cumulative) GPA requirement that applies to CEE courses, and a requirement that students take courses that count towards their degree each quarter that they are in the department and registered for classes.

Requiring the quarterly GPA for CEE 300- and 400-level courses to be at least 2.0 allows action to be taken before a student's overall GPA drops below the 2.0 threshold. This reduces the likelihood that a student will have completed all of the required credits for a degree while not having a high-enough cumulative GPA to graduate. This requirement may also allow a student who will probably not be able to graduate with a CEE degree to be advised to switch to a major that will provide a better chance of graduation.

The requirement that students take at least one course that counts towards their degree limits their ability to avoid the first requirement (above) by only taking courses to boost their overall GPA. This requirement also allows us to keep in contact with the students (academically) each quarter.

The actual proposed continuation policy is presented on the following pages.

[PROPOSED]

Continuation Policy
for Undergraduate Majors in Civil and Environmental Engineering

To remain a student in good standing, the following conditions must be met:

- 1) The student must make progress toward the degree every quarter that he or she is enrolled and in residence at the University of Washington.
- 2) The student must maintain a minimum cumulative GPA of 2.0 in all CEE courses at the 300 and 400-level


The goal of the continuation policy is to ensure that each student makes satisfactory progress towards his or her degree. To this end, the Department will review undergraduate majors' academic performance after each quarter and contact students who fail to meet minimum satisfactory progress requirements in any given quarter in the major. The following actions will be invoked with the intention of offering timely intervention and appropriate guidance for students who fail to make satisfactory progress.

Academic Warning

An undergraduate major will be placed on academic warning if *in the first quarter in the BSCE program* the student's quarterly GPA falls below 2.00 or if the student receives a grade below 2.0 for a CEE course in the major. If a quarterly GPA of at least 2.00 is not achieved at the end of the next quarter or if the student receives a grade below the required minimum for a CEE course for the major, the student is placed on academic probation within the CEE Department. It is the responsibility of the student to meet with the CEE undergraduate advisor to develop a graduation plan.

Probation and Dismissal from Major for Low Scholarship

An undergraduate student is placed on academic probation within the Department at the end of any quarter (except for the first quarter, when an academic warning is issued) when the quarterly UW GPA for 300- and 400-level CEE courses falls below 2.00. The student is removed from departmental probation when the quarterly GPA for 300- and 400-level CEE courses is raised above 2.0 and the cumulative GPA of at least 2.00 is attained. If this requires more than one quarter's work, the student must maintain a quarterly GPA of at least 2.50 in each succeeding quarter in 300- and 400-level CEE courses, or the student is dropped from the CEE major for low scholarship. A student dropped from the CEE major may be placed as a pre-engineering student in the College of Engineering or as a



pre-major in the College of Arts & Sciences, or a new major to which the student is eligible and accepted.

Appeal Procedure:

A student who has been placed on probation or has been dismissed from the major may request a reconsideration of the action if he or she believes that relevant information was overlooked or misinterpreted.

A written appeal must be made within 30 days of the notification of placement on probation or dismissal from the program. The appeal, including supporting documents as necessary, may be sent to ceadvice@u.washington.edu or delivered or mailed to:

Department of Civil & Environmental Engineering
More Hall 201, Box 352700
University of Washington
Seattle, WA 98195-2700

The letter and supporting documents will be reviewed by the Chair and/or a Chair-Designate and the student will be notified of the response to the appeal within 30 business days of receipt of the appeal.

