

November 12, 2010

Dean Lisa J. Graumlich  
College of the Environment  
Box 355679

Dear Lisa:

Based on the recommendation of its Subcommittee on Admissions and Programs, the Faculty Council on Academic Standards has recommended approval of the revised continuation policy for the Bachelor of Arts degree in Environmental Studies. A copy of the changes is attached.

I am writing to inform you that the Program on the Environment is authorized to specify these requirements beginning autumn quarter 2010.

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,



Phyllis M. Wise  
Interim President

Enclosure

cc: Ms. Michelle Hall (with enclosure)  
Mr. Robert Corbett (with enclosure)  
Dr. Deborah H. Wiegand (with enclosure)  
Ms. Virjean Edwards (with enclosure ENVIR-20100924)  
Mr. Joe Kobayashi (with enclosure)



UNIVERSITY OF WASHINGTON

# CREATING AND CHANGING UNDERGRADUATE ACADEMIC PROGRAMS

OFFICE USE ONLY

Control #

EWIR-20100924

After college/school/campus review, send a signed original and 8 copies to the Curriculum Office/FCAS, Box 355850.

For information about when and how to use this form: <http://depts.washington.edu/uwcr/1503instructions.pdf>**College/Campus** College of the Environment**Department/Unit** Program on the Environment**Date** 9/24/2010**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 Environmental Studies.
- ☐ Eliminate program in \_\_\_\_.

Proposed Effective Date: **Quarter:** ☒ Autumn ☐ Winter ☐ Spring ☐ Summer **Year: 20 10**

Contact Person: Joe Kobayashi

Phone: 6-2461

Email: jkob@uw.edu

Box: 355679

**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 Environmental Studies major has additional grade requirements above and beyond a 2.0 cumulative GPA (2.0 grade required for all courses used to complete degree requirements) that require a continuation policy for the major. Additionally, the continuation policy will help ensure that all Environmental Studies majors maintain an academic plan for timely completion of all degree requirements.

**OTHER DEPARTMENTS AFFECTED**

List all departments/units/ 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.

Department/Unit:

Chair/Program Director:

Date:

Department/Unit:

Chair/Program Director:

Date:

**CATALOG COPY**

Catalog Copy as currently written. Include only sections/paragraphs that would be changed if your request is approved. Please cross out C; otherwise highlight any deletions.

See attached document

**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.

See attached document

**APPROVALS**

Chair/Program Director:

Date:

9/24/2010

College/School/Campus Curriculum Committee:

Date:

8 October 2010

Dean/Vice Chancellor:

Date:

14 Oct. 2010

Faculty Council on Academic Standards/ General Faculty Organization/Faculty Assembly Chair:

Date:

11/5/2010

**POST TRI-CAMPUS APPROVAL (when needed)**

Faculty Council on Academic Standards/ General Faculty Organization/Faculty Assembly Chair:

Date:

**\*\*All existing catalog copy remains unchanged. New text to be added at the bottom\*\***

(NEW TEXT):

### Continuation Policy

While the University has general regulations governing scholastic eligibility for continuance, the Program on the Environment (PoE) has 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 are applied to all undergraduate students for determining continuance in the major program.

1. All Environmental Studies majors must create an academic plan with a PoE academic adviser. The academic plan maps which quarter students will take courses to ensure timely completion of degree requirements. A copy of the approved academic plan is kept on file at the PoE offices.
2. Students must communicate with a PoE academic adviser to approve a revised and updated academic plans when:
  - The planned quarter for taking Environmental Studies Core or Capstone courses changes.
  - Declaring additional majors or minors.
  - Withdrawing from courses required for the degree.
3. Students must review their academic plan with a PoE academic adviser for approval at least once per academic year.
4. Students are required to maintain a quarterly cumulative GPA of 2.00.
5. Environmental Studies majors must earn a 2.0 or better in all courses used to satisfy major requirements. A course may be repeated to satisfy this requirement. Courses may not be taken with "Satisfactory/Non Satisfactory" grading.
6. Student records are reviewed quarterly. If a student's performance fails to meet the standards outlined above, the student is issued a one-time warning letter. The letter will detail how the criteria are not being met, and will suggest resources and actions the student can take. If a student fails to meet the standards outlined above in any subsequent quarter, the student is placed on probation. The student is notified in writing of the probationary status and what must be done to remove it. If a student on probation fails to meet the criteria listed above, the student is notified in writing, dropped from the major, and coded as a pre major in the College of the Environment.

The Program on the Environment recognizes that inequities can result from any continuation policy. If students are placed on probation or dismissed and believe their record has been misunderstood, they may request reconsideration of the probation or dismissal by writing a letter to the Undergraduate Program Coordinator. The letter should include any additional supporting or relevant material. The letter and supporting material are transmitted to the Program on the Environment Director, who reviews all available information and then decides whether or not academic probation should be continued for another quarter or whether the dismissal was appropriate and valid. Any student appeal must be made within 30 days of the notification of placement on probation or dismissal. The Director responds to the student appeal within 30 days.