

File
FCAS

**UNIVERSITY OF WASHINGTON
FACULTY COUNCIL ON ACADEMIC STANDARDS**

The Faculty Council on Academic Standards met on **Friday, May 2, 1997**, at 1:30 p.m. Chair Nancy Kenney presided.

PRESENT: **Professors** Kenney (Chair), Carline, Decher, Ezell, Johnson, Simpson, Van Volkenburgh, Wiley and Yue-Hashimoto; *ex officio members* Campbell, Washburn, Simkins, Babcock and Paye; *guests* Gerald Gillmore, Director, Educational Assessment Center; Sara van den Berg, Chair, University Curricular Policy Board

ABSENT: **Professors** Gibran*, Krieger* and Mizokawa*; *ex officio members* Blase*, Bliss* and Colonnese*

(* = excused absence)

Approval of the minutes

The minutes of April 4, 1997, were approved as written.

UCPB recommendations on Undergraduate Certificates - Sara van den Berg

Van den Berg said she took the council's suggestions on the University Curricular Policy Board's recommendations on certificates back to the Board, and that the Board included the council's suggestions in its revised draft of the recommendations. She returns today so that the council may consider and formally approve the revised recommendations by vote.

THE FACULTY COUNCIL ON ACADEMIC STANDARDS, BY A UNANIMOUS VOTE OF ALL MEMBERS PRESENT, APPROVED THE FOUR RECOMMENDATIONS OF THE UNIVERSITY CURRICULAR POLICY BOARD ON CERTIFICATE PROGRAMS.

The recommendations now read as follows:

Recommendation 1

All certificates, credit or non-credit, must be approved through the University channels that are required for any curricular program: undergraduate by Faculty Council on Academic Standards; graduate and professional by Graduate School Council; certificates offered through Educational Outreach by Faculty Council on Educational Outreach; and any certificates, credit or non-credit, which are available to both undergraduate and graduate students will be approved by both FCAS and the Graduate School Council.

Each of these units shall cross-copy certificate applications to the other units.

Recommendation 2

In the undergraduate curriculum, the term minor will be used rather than certificate. Exceptions can be made if the certificate is sponsored by a national organization, consortia of higher education, or other recognized bodies (e.g., the current Certificate in International Business, which is currently in place and is part of a program developed by a consortium of business schools).

The following language will also be added to the recommendations: "Any approved undergraduate certificate will normally require course work (including field work, internship, or off-campus study) equivalent to a minor."

Recommendation 3

A certificate may not be used in lieu of a major for any degree program.

Recommendation 4

A graduate certificate may be acquired only in addition to, or subsequent to, a degree program.

Additional note:

At the request of the Curricular Policy Board, the Graduate School Council will devise templates for certificate programs at the graduate level.

Update from the Oversight Committee - Nancy Kenney

Kenney said she has prepared a letter to deans and chairs of departments informing them of the prerequisite enforcement on STAR. Prerequisites shown in catalog course descriptions will be enforced through STAR beginning autumn 1998. A separate letter to all faculty will urge unequivocally that a syllabus be handed out on the first day of class. That syllabus must include a clear description of course grading policies, what relevant specific efforts will be required of students (papers, kinds of tests), etc. The goal is to get students into the right courses, and out of the wrong courses, as quickly as possible.

Course descriptions, prepared by instructors in time for registration, and available on the Web, are a separate issue that the Oversight Committee will discuss. (This has been a prominent topic in discussions of the Faculty Council on Student Affairs.)

FCAS Grading Subcommittee

Kenney said the FCAS Grading Subcommittee will have a handbook on grading available to faculty by the end of Autumn Quarter 1997.

S/NS Grading (Satisfactory/Not Satisfactory Grades) - Richard Simkins

Some council members have suggested that changes in the drop policy might warrant reconsideration of the S/NS grading policy.

Questions Simkins raised in a handout to council members proposing changes in the S/NS grading policy include:

- 1) Can STAR be programmed to allow for S/NS registration, or to allow for change to or from S/NS, without requiring a trip to Schmitz Hall?
- 2) Should we limit changes to and from S/NS (e.g., if a student changes to or from S/NS, he or she may not change the same course back again)?

Simkins also asks if it is desirable to continue the following restrictions:

- a) Can't count any S courses toward requirements other than electives? [Suggestion: yes.]
- b) Limited to 25 credits S toward 180 credits for degree? [Why limit?]
- c) Limited to 6 credits (or 1 class) per quarter? [Why limit?]
- d) Must have sophomore standing? [Suggestion: no.]
- e) Must not be on academic probation? [Suggestion: no]

Simkins handed out Adviser Information File #21: "The Satisfactory/Not Satisfactory Grade Option." He suggests replacing the current "Eligibility and enforcement" section with the title "Registration" and the

following wording: "Within the credit restrictions noted below, students may register over STAR for the S/NS option from the beginning of registration through the last class day of the quarter. They may also switch a class to or from the S/NS option through the last class day of the quarter."

Simkins noted that, at present, students can take only electives S/NS. Washburn said, "Since an S requires a 2.0, why not allow S to apply toward requirements?" He added that the "raw data" (or grade) could be kept in the data base, and converted if need be. When the question of grade integrity was raised, Washburn suggested that students not be allowed to switch to S/NS simply to avoid a bad grade. If students were allowed judiciously, and not immoderately, to switch to S/NS, the effect on the new drop policy would be positive.

Simkins said the original idea behind the S/NS option was to help students explore subjects outside their major, and not be penalized for doing so. The suggestion was made that department advisers need to let their students know about the S/NS option. At present few students take courses S/NS because such courses can apply only to electives.

Simkins would like "to open the option up to let students switch to S/NS." He also accented its salutary value for the drop policy. "We need to get rid of certain restrictions." He said a question to be answered is whether a course taken on the S/NS option should count towards general education requirements. Campbell said he believes it should since the 2.0 required for an S is the equivalent of a "C" grade.

When asked if there should a limit on the number of S/NS credits, most council members said "yes."

Next meeting

The next FCAS meeting is scheduled for Friday, May 16, 1997, at 1:30 p.m., in 142 Gerberding Hall.

Brian Taylor
Recorder

**UNIVERSITY OF WASHINGTON
FACULTY COUNCIL ON ACADEMIC STANDARDS**

The Faculty Council on Academic Standards met on Wednesday, **May 15, 1996**, at 1:30 p.m. Chair Jan Carline presided.

PRESENT: **Professors** Carline (Chair), Decher, Ezell, Hunkins, Kenney, Simpson, Van Volkenburgh and Wiley; **ex officio members** Beehler, Colonnese, Simkins and Washburn; **guests** Ross Beirne, Chair, Continuing Education; Jean Deitz, Graduate School; Debra Friedman, Associate Dean of Undergraduate Education; Richard Lorenzen, Vice Provost, Educational Outreach; David Thorud, Acting Provost and Vice President for Academic Affairs

ABSENT: **Professors** Baker*, Gray* and Mizokawa*; **ex officio members** Blase*, Bliss*, Campbell* and Clark*

(* = excused absence)

Approval of the minutes

The minutes of May 1, 1996, were approved as written.

SCAP (FCAS Subcommittee on Admissions and Programs)

The Subcommittee on Admissions and Programs recommended the following for FCAS approval:

New Proposals:

1. College of Arts and Sciences (Geophysics Program); new Geophysics minor (GPHYS-043096).
2. College of Arts and Sciences (Romance Languages and Literature); new minor in Spanish (SPAN-030496).

Outstanding Proposal:

1. College of Arts and Sciences (Economics); new Bachelor of Science degree (ECON-010996).

 (Admissions Requirements were the only outstanding issue; Major Requirements and the B.S. option had already been approved.)

The two new proposals were approved unanimously; the outstanding proposal was approved with one member voting against. Despite the approval, the council continues to be concerned about the effects of a different set of entry requirements for the B.S. degree compared with the B.A. degree in Economics. The council requested the chair to write a letter to the chairman of the Department of Economics requesting a report detailing the enrollment patterns in the B.S. degree, including the number of students switching from the B.S. to the B.A., to be delivered to the council at the beginning of Fall Quarter 1997.

FCAS Honors Subcommittee - Reiner Decher

Decher said the FCAS Honors Subcommittee has narrowed the President's Medalist list to three candidates, each of whom is superlative. The final decision is forthcoming.

Certificate Programs - Ross Beirne, Jean Deitz, Richard Lorenzen and David Thorud, Guests

By way of introduction, the chair said the council's review of certificate programs was instigated by a letter from 1994-95 Faculty Senate Chair Ronald Dear to 1994-95 FCAS chair Jonathan Mayer, in which Dear wrote, "I would like you and the Faculty Council on Academic Standards to look into continuing education certificate programs and ultimately make a recommendation on whether or not some sort of mechanism should be instituted that would provide for routine faculty review." This led to discussions during the spring of 1995 and to a special FCAS meeting in which Richard Lorenzen and David Szatmary from UW Extension, C. Ross Heath, Chair of the Board of Deans, and Ruth Craven from Continuing Nursing Education, met on May 11, 1995, to discuss certificate programs. Today's meeting is a further look into the possible need for approval procedures for certificate programs. Administrative players involved in this process agree that the University has responsibility for supervising and approving the requirements for these programs. The chair said the council may eventually wish to suggest to the Provost that procedures be put in place.

Lorenzen said the Faculty Council on Continuing Education and the Board of Deans and Directors on Continuing Education have put together a document on continuing education standards. "We thought it important to arrive at a set of standards both for the sake of quality and for the sake of good housekeeping," Lorenzen said. The FCCE approved a set of standards, and now the question is: Where should it reside? Lorenzen said the Provost, the Dean of Graduate Education, and other significant administrative officials are "in the loop" of this process.

There is considerable confusion about what exactly certificate programs ARE and ARE NOT. They are NOT degree programs. Some certificate programs are offered for credit; others are not. Deitz said it is confusing if the certificate programs are open to both those with B.A. degrees and those without them. Lorenzen said that 85% of the students in the certificate programs have received their baccalaureate degrees, and are between the ages of 30 and 45. For the most part, they are seeking specialized training in specific areas as enhancement of knowledge and necessitous certification for the advancement of their careers. The one area where many students do not have a baccalaureate degree is that of computers and computer technology. (A world-famous computer maven from Seattle's Lakeside High School does not possess a baccalaureate degree.) Hunkins said there is a need to look closely at the curriculum. It may well be that the student's baccalaureate degree is in an entirely unrelated field; that the student is making a career change and is thus a fledgling in the field being covered in the course. Lorenzen said nothing is offered in certificate programs without the approval of the appropriate school or college. If a school or college felt a certificate program was inappropriate, or that it encroached upon its own curriculum, it would not approve the program in the first place. Originally, a potential certificate program might go to two or three departments or units, and only then find its appropriate home. The chair said there are certificate programs for postbaccalaureates that are not going through Lorenzen's office. There are still programs out there in the "loophole" category. Beirne, picking up Lorenzen's point, said it needs to be known that the certificate programs are being dealt with in their native departments and units. The faculty, he said, are responsible for their programs. What the faculty council should do is develop a "mechanism" that all certificate programs have to go through. That mechanism should have criteria that every potential program would have to meet. Lorenzen said the proposed Guidelines (quoted in the minutes from the last council meeting), must go on to the dean, who signs off on all certificate programs. He said he has yet to have a single dean tell him that he or she is not satisfied with the programs. He said more than 100,000 people enroll annually in UW continuing education courses, and regular faculty contribute what they can and are willing to contribute. People in the community look to the UW as the leader in education, including continuing education, and want to learn from the best available educators.

The chair said the intent of the FCAS is to begin to discuss ways for some faculty body (whether this council or some other body) to take responsibility for oversight of these developing programs. Of course the FCAS already has the subcommittee SCAP (Subcommittee on Admissions and Programs), which approves minors, new undergraduate degree programs, and changes in current undergraduate degree programs. Acting Provost Thorud said the faculty should put in place the appropriate standards and mechanisms for certificate programs, and said this meeting was an appropriate step in furthering the dialogue that will lead to those mechanisms. Beirne said that some of the regulations are already in place, but in many cases are not being adhered to. Decher said if there is even a "perception out there" that

anything problematic has infiltrated continuing education, that would be something the University would want to address. The chair said it might be the wisdom of the Faculty Senate that several bodies (committees and/or councils) should work out a review mechanism for certificate programs. The FCAS, he noted (whose province is undergraduate education), might well oversee undergraduate certificate programs, or oversee them jointly with another council or committee. And a graduate council could oversee graduate programs. Deitz said the Graduate School Council needs to identify which programs it should look at. Colonnese said the certificate programs have grown so quickly that "we need to anticipate what will be needed to oversee the increasing complexity of certificate programs."

Kenney emphasized that, in her opinion, the certificate programs "should be used to update you after you have your state-of-the-art undergraduate degree." Friedman pointed out that there are two major educational priorities at the University of Washington: student time and effort and faculty time and effort. She said that, in a fast-changing world, with industry-driven requirements, everyone at the UW must be especially mindful of the need to emphasize education--and not "training," which is what most of the certificate programs offer--as the most important goal of the University. It is a question of academic standards, and "we must not move away from our primary path as a University. We must attend to our mission as a University." Ezell said there might be some certificate programs that "draw some students away from University degree programs."

Beine said he does not see a conflict in continuing education with the primary path of the University, and said the validity of the certificate programs is unassailable. "If people do not get good and competent training in these programs, the programs die," he noted. "The programs cost a lot of money to take, and their students demand excellent teaching." Picking up on the word "training" used by Beine, and returning to Friedman's theme, Van Volkenburgh said, "This council is mostly concerned with 'education,' not with 'training'." Beine stressed again, "There is a structure in the Faculty Handbook (applicable to this process)." He said the next step is to see that each unit and department knows about that structure and adheres to it. And he added, the Faculty Senate's responsibility is to see that proper oversight is established and maintained, so long as that oversight is not proscriptive.

The chair said the FCAS can request the Provost's office to assist the council in looking into undergraduate certificate programs (including "endorsements" and "concentrations" as entered into transcripts) as well as any similar programs using the UW imprint. The chair will draft a letter from the council to the Provost, asking, in effect, that the council be accorded the authority to proceed as necessary.

Next meeting

The final FCAS meeting of the 1995-96 academic year will be held on May 29, at 1:00 p.m., in the South Dining Room of the Faculty Club. PLEASE NOTE THAT THE MEETING COMMENCES AT 1:00, AND NOT AT 1:30 P.M.! If not quite an unbridled bacchanalia, this serenely festive occasion will be signally enhanced by the discreet presence of vinous glass containers and almost visible victuals! As Spaight Jenkins of Seattle Opera likes to say, IT'S GONNA BE A GREAT PERFORMANCE...DON'T MISS IT!

Brian Taylor
Recorder