



OFFICE OF THE PRESIDENT

February 26, 2013

Interim Dean John Schaufulberger
College of Built Environments
Box 357226

Dear John:

Based on the recommendation of its Subcommittee on Admissions and Programs, the Faculty Council on Academic Standards has recommended approval of the revised admission and program requirements and a new continuation policy for the Bachelor of Arts degree in Community, Environment, and Planning. A copy of the changes is attached.

I am writing to inform you that the College of Built Environments is authorized to specify these requirements beginning spring quarter 2013.

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 "Michael K. Young".

Michael K. Young
President

Enclosure

cc: Ms. Caitlin Dean (with enclosure)
Mr. Robert Corbett (with enclosure)
Dr. Deborah H. Wiegand (with enclosure)
Ms. Virjean Edwards (with enclosure CEP-20121206)



UNIVERSITY OF WASHINGTON

CREATING AND CHANGING UNDERGRADUATE ACADEMIC PROGRAMS

After college/school/campus review, send a signed original and 1 copy to the Curriculum Office/FCAS, Box 355850.

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

FEB 17 2013

OFFICE USE ONLY

Control #

CEP-2012/206

College/Campus CBE/UW Seattle

Department/Unit UDP/CEP

Date 12/06/12

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 Community, Environment, and Planning within the Bachelor of Arts.
- ☒ Revised Program Requirements for the Major in Community, Environment, and Planning within the Bachelor of Arts.
- ☐ 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 ___.
- ☐ Eliminate program in ___.

Proposed Effective Date: **Quarter:** ☐ Autumn ☐ Winter ☒ Spring ☐ Summer **Year: 20 13**

Contact Person: Caitlin Dean

Phone: 206.543.1508

Email: caitdean@uw.edu

Box: 355740

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 majority of the changes are requirements and processes that we already practice internally. Changes to the Admission Requirements, the Continuation Policy (we didn't have one in the catalog), and some major requirements (CEP 300 and a Diversity course) are already practiced internally. Additional major requirements (CEP 400, 490, and 491) are new courses. These components have always been required, but with courses now attached to them, we need to update our Program 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:
n/aChair/Program Director:
n/a

Date: n/a

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

Community, Environment, and Planning (CEP) is an interdisciplinary bachelor of arts degree program offered through the College as one of the University's interdisciplinary undergraduate programs. CEP has gained distinction as a model for a highly personalized, active, and ~~relevant~~ educational experience within a large research institution. CEP students draw liberally upon the entire range of courses, faculty, and programs at the UW.

Department Admission Requirements

- ~~Minimum 90 credits completed by beginning of autumn quarter of admission.~~
- ~~While cumulative GPA is an important factor, the admissions committee places emphasis on written essays, academic work, and a final interview.~~
- Admission is once a year, for autumn quarter. Application deadline: February 15 for early consideration. ~~Applications submitted later are considered, depending on when admission quotas have been met.~~

Graduation Requirements

General Education Requirements

1. Written Communication (15 credits): 5 credits English composition; 10 credits additional composition or W courses. W courses, if applicable, may also be counted toward Areas of Knowledge or major requirements.
2. Quantitative or Symbolic Reasoning (4-5 credits): ~~One course from the University list (MATH 112 or MATH 124 recommended).~~ The QSR course, if applicable, may also be counted toward an Area of Knowledge or major requirement.
3. Areas of Knowledge (60 credits): 20 credits Visual, Literary, & Performing Arts (VLPA); 20 credits Individuals & Societies (I & S); 20 credits Natural World (NW). Required CEP courses and other non-CEP courses used to satisfy major requirements may also be counted toward Areas of Knowledge requirements, if applicable.
4. ~~Diversity Course (5 credits): One course from an approved list. See program advisers. The diversity course, if applicable, may be counted toward an Area of Knowledge or major requirement.~~

Major Requirements

~~60~~ credits as follows:

1. Core Seminars (30 credits): CEP 301, CEP 302, CEP 303, CEP 460, CEP 461, CEP 462.
2. Methods Courses (25 credits): Chosen with guidance of program adviser.
3. Internship (5 credits): CEP 446

Electives to complete minimum 180 credits for degree; varies, depending on how many general education courses apply to more than one requirement.

Student Outcomes and Opportunities

- *Learning Objectives and Expected Outcomes:* A CEP education is founded on the following: start where you are; articulate and embrace a vision of how you intend to make a difference in the world; construct a plan (with guidance from faculty and peers) of CEP seminars, cross-disciplinary courses, and field experiences; move deliberately with this plan in the final two years of undergraduate education; through first-hand experience and in the context of the CEP community of learners, become acquainted with effective ways for working constructively together to anticipate and address critical issues facing the complex communities and world we inhabit.

A CEP education is fully lived, not passively taken. CEP students actively make their education in community with others. ~~Students learn in groups of seventeen.~~ Each group comprises a community of mutual learning that requires commitment, personal investment, and strong teamwork strategies for two years. Through six interconnected, quarterly seminars students engage the core content of the major: community, environment, and planning. These contemporary academic fields and areas of research include the study of community as subject and practice, exploration of the ecological context of all societal life, and an investigation of the potentials of planning for developing strategies for positive change.

CEP students have gone on to careers in a variety of interdisciplinary fields such as community planning and organization, urban development, communications, work in for-profit and nonprofit sectors, public administration, education, community and

environmental activism, ecology, and government/community relations.

- *Instructional and Research Facilities:* See College of Built Environments section.
- *Honors Options Available:* For Interdisciplinary Honors, see University Honors Program.
- *Research, Internships, and Service Learning:* See College of Built Environments section.
- *Department Scholarships:* ~~None offered.~~
- *Student Organizations/Associations:* See College of Built Environments section.

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.

Community, Environment, and Planning (CEP) is an interdisciplinary bachelor of arts degree program offered through the College of Built Environments as one of the University's interdisciplinary undergraduate programs. CEP has gained distinction as a model for a highly personalized, collaborative, and active educational experience within a large research institution. CEP students draw liberally from the entire range of courses, faculty, and programs at the UW.

Department Admission Requirements

1. A minimum of 90 credits completed by the time the student begins the program and at least 80% of General Education Requirements fulfilled.
2. A minimum GPA of 2.5 with additional emphasis on a written essay, demonstration of relevant extracurricular activities, and a final interview.
3. Admission is once a year, for autumn quarter. Early Admissions Deadline is February 15th. Additional application dates vary per year. See CEP's website for specific dates.

Graduation Requirements

General Education Requirements

1. *Written Communication (15 credits):* 5 credits English composition; 10 credits additional composition or W courses. W courses, if applicable, may also be counted toward Areas of Knowledge or major requirements.
2. *Quantitative or Symbolic Reasoning (4-5 credits):* The QSR course, if applicable, may also be counted toward an Area of Knowledge or major requirement.
3. *Areas of Knowledge (60 credits):* 20 credits Visual, Literary, & Performing Arts (VLPA); 20 credits Individuals & Societies (I & S); 20 credits Natural World (NW). Required CEP courses and other non-CEP courses used to satisfy major requirements may also be counted toward Areas of Knowledge requirements, if applicable.

Major Requirements

77 credits as follows:

1. Core Seminars (30 credits): CEP 301, CEP 302, CEP 303, CEP 460, CEP 461, CEP 462.
2. Methods Courses (25 credits): Upper-division courses within the university with no more than 15 credits coming from one department; chosen with guidance and approved by CEP Staff and Faculty.
3. Diversity Course (5 credits): One course that critically analyzes and addresses social constructs and/or issues from a different perspective than that of our dominant culture. Must be approved by the program adviser.
4. Leadership Retreats (4 credits): CEP 300 in Autumn and Spring
5. Governance Practicum (6 credits): CEP 400; quarterly
6. Internship (5 credits): CEP 446; 120-150 hour internship required
7. Senior Project Capstone (Variable Credits; 2-6): CEP 490 and 491 in Autumn and Winter

Electives to complete minimum 180 credits for degree; varies, depending on how many general education courses apply to more than one requirement.

Student Outcomes and Opportunities

4. *Learning Objectives and Expected Outcomes:* A CEP education is founded on the following: start where you are; articulate and embrace a vision of how you intend to make a difference in the world; construct a plan (with guidance from faculty and peers) of CEP seminars, cross-disciplinary courses, and field experiences; move deliberately with this plan in the final two years of undergraduate education; through first-hand experience and in the context of the CEP community of learners, become acquainted with effective ways for working constructively together to anticipate and address critical issues facing the complex communities and world we inhabit.

A CEP education is fully lived, not passively taken. CEP students actively make their education in community with others. CEP class cohorts range from 25-30 students. This group comprises a community of mutual learning that requires commitment, personal investment, and strong teamwork strategies for two years. Through six interconnected, quarterly seminars students engage the core content of the major: community, environment, and planning. These contemporary academic fields and areas of research include the study of community as subject and practice, exploration of the ecological context of all societal life, and an investigation of the potentials of planning for developing strategies for positive change.

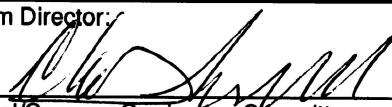

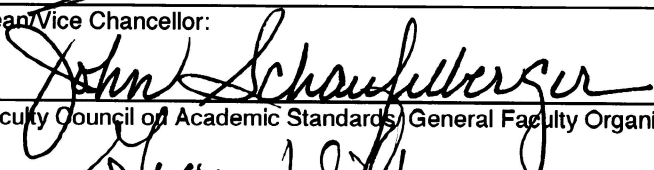
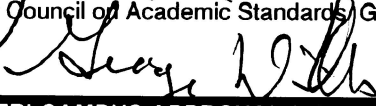
CEP students have gone on to careers in a variety of interdisciplinary fields such as community planning and organization, urban development, communications, work in for-profit and nonprofit sectors, public administration, education, community and environmental activism, ecology, and government/community relations.

5. *Instructional and Research Facilities:* See College of Built Environments section.
6. *Honors Options Available:* For Interdisciplinary Honors, see University Honors Program.
7. *Research, Internships, and Service Learning:* See College of Built Environments section.
8. *Department Scholarships:* Department and Program offers specific scholarships. Contact program adviser for details.
9. *Student Organizations/Associations:* See College of Built Environments section.

Continuation Policy

While the UW has general regulations governing scholastic eligibility for continuance, Community, Environment, and Planning has adopted additional requirements in order to provide reasonable assurance of academic success. The criteria and procedures below are used in administering the CEP continuation policy. These criteria and procedures are in addition to those of the UW.

1. All students are subject to general University policies regarding grades and credits. The University requires students to maintain a 2.00 cumulative GPA; if a course is repeated, both grades are counted in the GPA. No course required for the degree may be taken on a satisfactory/not-satisfactory basis (S/NS).
2. Students must complete an Individual Study Plan (approved by faculty and staff) by the end of their first quarter in the program. Any changes must be updated and approved by CEP Staff in subsequent quarters.
3. If a student fails a core course, they are placed on departmental academic probation, and the following action is taken:
 - a. The student meets with CEP Staff and/or Faculty to create an Individual Learning Contract (ILC), which includes a plan to retake the failed course or identified substitute course(s) for the failed core course. (Students may only make one substitute for the failed course. All other courses must be retaken)
 - b. If the student fails to meet the requirements outlined in the ILC, an additional meeting is scheduled. On a case-by-case basis, action may include updating the ILC or dropping the student from the major. Failure to pass requirements in three consecutive quarters will result in dropping the student from the major and coding them as a pre-major in the College of Arts & Sciences.
4. Appeals: A student who is dropped under this policy may file a written appeal to the department chair within 15 working days after the drop letter is dated. The appeal should state the facts the student believes justify reconsideration and include supporting justification. The chair reviews the facts and renders a decision within 15 working days after the appeal is received.

APPROVALS	
Chair/Program Director: 	Date: 12/20/12
College/School/Campus Curriculum Committee: 	Date: 1/31/13
Dean/Vice Chancellor: 	Date: FEB. 11, 2013
Faculty Council on Academic Standards/ General Faculty Organization/Faculty Assembly Chair: 	Date: 2/22/2013
POST TRI-CAMPUS APPROVAL (when needed)	
Faculty Council on Academic Standards/ General Faculty Organization/Faculty Assembly Chair:	Date: