

Jennifer A. Payne

From: J. Taggart <taggart@math.washington.edu>
Sent: Wednesday, December 04, 2013 9:57 PM
To: Patricia A. Kramer
Cc: Jennifer A. Payne
Subject: Re: DXARTS (fwd)

Hi Patricia.

On Dec 4, 2013, at 9:06 AM, Patricia Kramer wrote:

Hi Jenni,

Jennifer alerted me yesterday to a situation: DXARTS has suspended admission AGAIN and doesn't have a timeline for when a modification might be forthcoming. sigh. I believe that this requires an RCEP. I assume that you agree. :0 With your concurrence, I will get in touch with the director and Marcia + SCPB.

Yes, I concur.

Also, as much as I don't wanna do this, I think that we need a policy statement regarding suspending admissions to a major/minor/option. I don't think that it needs to be elaborate--maybe a couple of sentences: "Suspending admissions to a major/minor/option is a change in admissions policy and requires a 1503 to be submitted and approved before implementation. What part wasn't clear?" Could you and Jennifer Payne work on some better words? Maybe we could review them at the last SCAP meeting?

How could those words be better? Sure. Jennifer and I will come up with something to add to the guidelines.

Patricia

JT

Begin forwarded message:

From: "University Curriculum Office \ UWCR\" <uwcr@uw.edu>
Subject: FW: DXARTS (fwd)
Date: December 3, 2013 2:28:40 PM PST
To: "Patricia A. Kramer" <pakramer@u.washington.edu>

Patricia,

So DXARTS was the program that suspended admissions last year without approval and it appears that they have continued that suspension into this academic year and may extend it into the 2014-2015 year as well. How would you like me to proceed?

Jennifer

From: Juan Pampin [mailto:pampin@uw.edu]
Sent: Monday, December 02, 2013 11:23 PM
To: BILLIE M. GRACE
Cc: Matthew S. Winslow; uwcr@u.washington.edu; pampin
Subject: Re: DXARTS (fwd)

Thank you Matthew, we won't be taking any new undergraduates this academic year, we have updated that page to reflect this. Our plan is to have a new undergraduate program in the near future but we still don't know if it will be in place for next academic year.

Best,

Juan Pampin

Director | DXARTS | UW

www.dxarts.washington.edu

On Mon, Dec 2, 2013 at 12:25 PM, <bgrace@u.washington.edu> wrote:

Hi Matt, I believe the time line is still up in the air. I'm going to cc my Director on that and have him get back to you.

Thanks for updating the General Catalog!

Billie Grace, Administrator
DXARTS, University of Washington

On Mon, 2 Dec 2013, Matthew S. Winslow wrote:

Billie,

That first like is an Office of Admissions Web site, so you should contact them to get the page updated.

Regarding the General Catalog page, I can get that change made, but I notice that on your Web site (<http://www.dxarts.washington.edu/undergraduate-program/application>) it states that the moratorium is for 2012-2013. Does DXARTS intend on extending that?

Matthew Winslow
Sr Associate Registrar
mwinslow@uw.edu
206-543-0991

-----Original Message-----

From: bgrace@u.washington.edu [mailto:bgrace@u.washington.edu]
Sent: Monday, December 02, 2013 11:29 AM

To: gencat@u.washington.edu
Subject: Re: DXARTS (fwd)

Here are the two links that need to be updated:

<http://admit.washington.edu/apw/DXARTSAPW-2013.pdf>
<http://www.washington.edu/students/gencat/academic/dxarts.html>

Thanks!

Billie Grace, Administrator
DXARTS, University of Washington

On Mon, 2 Dec 2013, bgrace@u.washington.edu wrote:

Hello, I was informed by an advisor at Bellevue College that the UW catalog still shows that DXARTS has an undergraduate program. While we do still offer undergraduate curriculum, we currently have a moratorium on undergraduate admissions. Is there anyway to post this on the link below? I don't want transfer students to be confused or advisors from other institutions.

Billie Grace, Administrator
DXARTS, University of Washington

----- Forwarded message -----

Date: Mon, 2 Dec 2013 18:43:24 +0000
From: Deanne Eschbach <deanne.eschbach@bellevuecollege.edu>
To: "bgrace@uw.edu" <bgrace@uw.edu>
Subject: DXARTS

<http://www.washington.edu/students/gencat/academic/dxarts.html>

Deanne Eschbach

Academic Advisor

Social Science and Arts & Humanities

Bellevue College

[425-564-2216](tel:425-564-2216)

[425-564-2212](tel:425-564-2212) appointments

deanne.eschbach@bellevuecollege.edu

Note: We now communicate with you, our student, using BC student email.
Please create your student email and check it regularly.

For details and assistance, go to
<http://bellevuecollege.edu/students/email/>

Jennifer A. Payne

From: Patricia Kramer <pakramer@u.washington.edu>
Sent: Tuesday, December 03, 2013 9:24 PM
To: Jennifer A. Payne
Subject: Fwd: Proposed DXARTS Admissions Suspension
Attachments: fcamin_110411.pdf

FYI: see below and attached.

Patricia

Begin forwarded message:

From: "Curriculum Office" <uwcr@uw.edu>
Subject: FW: Proposed DXARTS Admissions Suspension
Date: October 21, 2011 9:08:44 AM PDT
To: "ASUW" <asuwbdfa@uw.edu>, "Bradley R. Holt" <holt@cheme.washington.edu>, "Capt. Nick Holman" <nrotcco@uw.edu>, "Carlos Williams" <clwilli@u.washington.edu>, "Cynthia Fugate" <cfugate@u.washington.edu>, "David B. Pengra" <dbpengra@phys.washington.edu>, "David M. Sayrs" <dsayrs@uw.edu>, "Debbie Wiegand" <wiegand@uw.edu>, <dnjan@msn.com>, "Gunnar R. Almgren" <mukboy@u.washington.edu>, "GWSS Rep" <ellie.canter@gmail.com>, "Jay Freistadt" <jayf@uw.edu>, "Jennifer Taggart" <taggart@math.washington.edu>, "John E. Schaufelberger" <jesbcon@u.washington.edu>, "Matthew S. Winslow" <mwinslow@u.washington.edu>, "Mel Wensel" <wensel@uw.edu>, "Michelle M. Trudeau" <michtru@u.washington.edu>, "Nancy Bradshaw" <bradsn@uw.edu>, "Patricia Kramer" <pakramer@uw.edu>, "Philip A. Ballinger" <philipba@uw.edu>, "Richard G. Keil" <rickkeil@uw.edu>, "Robert Corbett" <rcorbett@u.washington.edu>, "Sarah Stroup" <scstroup@u.washington.edu>, "Susanna L. Cunningham" <susannac@u.washington.edu>, <uwcr@u.washington.edu>, "Virjean Edward" <vedwards@uw.edu>
Reply-To: <uwcr@uw.edu>

I have included this email in response to SCAP's questions about suspending admissions to the DXARTS major in the 1503 pdf posted online, but here it is as well in your email.

Jennifer

Jennifer Payne, M.Ed.
University of Washington
University Curriculum Coordinator
Office of the Registrar
uwcr@uw.edu
206-543-5938
Box: 355850

From: Cynthia G. Caci [mailto:ccaci@uw.edu]
Sent: Thursday, October 20, 2011 3:27 PM
To: uwcr@uw.edu
Cc: Juan Pampin (pampin@uw.edu)
Subject: RE: Proposed DXARTS Admissions Suspension

Hi Jennifer,

Sorry for the delay in responding to the questions that arose in SCAP. I have transitioned to a new position in the Dean's Office (working with Kevin Mihata). I am still in close contact with DXARTS faculty and students, so am trying to help out when I can.

In response to the questions you raise, here are our best answers:

- 1) There are fewer than 25 pre-majors in the pipeline who intended to apply this year. This is based on our past numbers (in the last few years, we typically have had only 20 - 22 apply).
- 2) I don't know how many students who were admitted for Autumn 2011 indicated DXARTS as their intended major. Only Admissions has that data. I could try and find out .
- 3) We have not notified Community Colleges directly, but can do so through two separate means: 1) The UW's transfer newsletter (quarterly online publication) and 2) the UW/Community College listserv. Our web site has had the information posted since early August.
- 4) As for notifying current UW students, we have published this on our web site and announced it in DXARTS 200. As for other similar programs in the area/state, there are no comparable programs. However, UW students could include DXARTS courses as electives in their degree (we allow non-majors access to most of our courses). Art majors can use our courses toward major requirements.

I hope this is helpful. I have copied Juan Pampin, Director of DXARTS, on this response if you have any follow-up questions.

Best,

Cynthia Caci
C21 Project Manager
College of Arts and Sciences
050 CMU | Box 353765
University of Washington
v: 206.616.6518
f: 206.543.5462

From: Curriculum Office [mailto:uwcr@uw.edu]
Sent: Monday, October 17, 2011 7:09 AM
To: Cynthia G. Caci
Subject: Proposed DXARTS Admissions Suspension

Cynthia,

SCAP reviewed your 1503 on Friday and has some additional questions before they make their recommendation to FCAS.

- 1) How many students do you estimate are "pre-majors" who were intending to apply to DXARTS this year? How many students apply each year/are accepted?
- 2) How many new students checked DXARTS as their intended major on the UW application for this fall?
- 3) Did you notify the Community Colleges that you may suspend admissions? If not, what is your plan to do so?
- 4) How do you plan to notify current students if this is approved? What are the alternative programs in the area/state they should consider?

Please let me know if you have questions.

Jennifer

Jennifer Payne, M.Ed.
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University Curriculum Coordinator
Office of the Registrar
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206-543-5938
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University Of Washington
Faculty Council on Academic Standards
November 4, 2011
1:30 p.m. – 3:00 p.m.
Gerberding Hall 142

Meeting Synopsis:

- 1) Call to Order
- 2) Chair's Report
- 3) Approval of the Minutes of October 7, 2011 and October 21, 2011
- 4) SCAP Report
- 5) Fee-Based Student Enrollment
- 6) Satisfactory Progress Policy
- 7) Adjourn

1) Call to Order

Chair John Schaufelberger called the meeting to order at 1:30 p.m.

2) Chair's Report

Schaufelberger noted that the Honors subcommittee had convened and selected medal recipients for the Freshman, Sophomore and Junior classes, and cut-off scores for University honors.

The Northwest Commission on Colleges and Universities' accreditation standards requires language to address what happens to students when they are part of a program selected for elimination. The Registrar's office has adopted a policy, but that policy is not published in the catalog or the scholastic regulations. To resolve this issue, draft policy was crafted by Virjean Edwards and Schaufelberger. The draft policy was reviewed, and council members provided edits. There was a motion to adopt the revised policy, and the policy was approved by the council. (See **Appendix A**)

Schaufelberger also brought another issue to the council, asking which elements of an academic program trigger the requirement for the conduct of an RCEP (Reorganization, Consolidation, and Elimination of Procedures): majors, minors, options, and tracks. He posed this question to the Chair of the Faculty Council of Faculty Affairs Rich Christie and the Secretary of the Faculty Marcia Killien, and they requested that FCAS draft recommendations and send them to the Senate Committee on Planning and Budgeting (SCPB) for consideration. Schaufelberger crafted a "recommended actions" spreadsheet of all items identified with Jennifer Payne, and the council brought up feedback on this draft. (See **Appendix B**)

Discussion revolved around how closely to interpret the Faculty Code,¹ the role of FCAS and SCPB in the RCEP process, the amount of disagreement with an elimination to trigger an RCEP, distinction between limited and full RCEPs, and potential impacts to students and faculty. Brad Holt mentioned that precedent had been set for FCAS to eliminate minors and raised the question if suspension of programs should also be addressed. Richard Keil stated that he would oppose establishment of a threshold of dissent for FCAS to eliminate a controversial program, as perhaps a few well-argued critiques could be sufficient. Holt questioned whether student concern would qualify to designate RCEPs, and

¹ Lack of specific reference to minors, solely options or tracks within a degree in Section 26-41, Section A 1 a.

suggested that language could require RCEP if any concerns from faculty or students was brought up. This discussion was tabled for the next meeting on December 2nd.

3) Approval of the Minutes of October 7, 2011 and October 21, 2011

Minutes were approved for the meeting on October 7, 2011 and notes for October 21 with one correction.

4) SCAP Report

A. Holt noted the last consent agenda had been approved electronically after lack of quorum at the October 7 meeting. He introduced the current consent agenda, consisting of 3 items.

1. **Jackson School of International Studies - (SIS-20110920)** Change name of program from a Bachelor of Arts degree in Latin American Studies to a Bachelor of Arts degree in Latin American and Caribbean Studies; revised program requirements for the Bachelor of Science degree in Latin American and Caribbean Studies.

Background: The Jackson School is in the process of curriculum reorganization and part of that reorganization is to recognize the curricular and programmatic emphasis they have placed on the islands of the Caribbean within their Latin American Studies program. The program requirements are administrative to reflect the new course prefixes and include Caribbean in the program description.

SCAP Action Taken: 10/28/2011 – Approve as routine and forward to FCAS.

2. **Linguistics – (ASL-20111014)** Revised program requirements for the minor in American Sign Language.

Background: The department needs to modify the approved courses to satisfy their Theory and Structure requirement to comply with both the FCAS 50% upper division rule for minors and the restriction that students cannot take both LING 200 and LING 400. Under the proposed change students would either take LING 461 (after taking LING 200) or LING 400.

SCAP Action Taken: 10/28/2011 - Approve as routine and forward to FCAS.

3. **Linguistics - (LING-20110916)** Revised admission and program requirements for the Bachelor of Arts degree in Linguistics.

Background: The department wants to require students to have earned a minimum grade of a 2.0 in the third quarter of each language applied to the major and is also requesting that the admission requirements reflect this grade requirement for consistency.

SCAP Action Taken: 10/28/2011 - Approve as routine and forward to FCAS.

Consent Agenda was Approved

B. Non-routine actions

1. **School of Public Health - (SPH-20110225)** Convert the option in Public Health within the Bachelor of Art and Science degrees in Individualized Studies to Bachelor of Art and Science degrees in Public Health.

Background: Dean Cauce and Dean Frumkin were already drafting a letter to request that Interim Provost Wadden approve a limited RCEP for this change. The students want the change to be official by WIN/2012 so they can graduate with a major in Public Health, but it still needs complete the RCEP procedure, the MDC with the HECB, and the Tri-Campus approval process. RCEP and HECB can run simultaneously, however, in order to start the external review required for the HECB FCAS must give its initial approval. Would the Committee consider sending the 1503 to Tri-Campus review knowing that the RCEP is underway, but not complete in order to try to get all of the approvals completed before winter quarter ends?

Currently there is a Public Health option, and students want to change this into a degree. SCAP recommended a motion for the creation of a new degree and processing of an RCEP to remove the option. David Pengra asked if any negative feedback had been given, Holt and Robert Corbett expressed student feedback had been emphatically in support this change. **Motion carried**

2. **School of Art - (ART-20110630)** Eliminate the minor in Interaction Design.

Background: The School of Art does not have the ability to support the minor and the pending major in Interaction Design and the growing field requires the deeper academic background offered by the major.

SCAP Action Taken: 10/14/2011 – Move forward to FCAS for discussion on whether eliminating minors requires a RCEP. SCAP recommended, if approved School must announce and publish on their website (in addition to the General Catalog) that the minor will be eliminated and that students must declare the minor by the end of the 2011-2012 academic year to be eligible to complete it.

Holt outlined that FCAS could approve, or deny this proposal and require RCEP process. He also discussed the possibility of FCAS to eliminate the minor as there is precedent of FCAS eliminating minors in the past. IF FCAS were to eliminate the minor, the council could require that students would receive written notice on program website, notation would be put on the catalog and students would have two quarters to enroll in this minor. Evan Smith, ASUW Director of University Affairs, advocated pursuing an RCEP, expressing concern that freshmen may not have time to make a decision or accumulate credits towards applying for the minor. Philip Ballinger, Assistant Vice President for Enrollment, put forth a motion to go through the RCEP process, under the justification that minors are transcriptable and thus require more deliberation, and was seconded by Smith. Corbett noted that he received an email from the School of Art informing that there were no students in this minor and no students requesting the minor, and thus no rush is required to complete this process. Schaufelberger emphasized significance of additional work which an RCEP would entail. Holt clarified that SCAP had no recommendation due to lack of language, and opposed the motion to begin an RCEP due to two reasons precedent for FCAS to eliminate minors, and minors not being directly addressed in the code. Schaufelberger offered for this item to be sent to Tri-Campus Review and for Smith to bring the topic to students to express concerns.

Ballinger withdrew motion for RCEP, and Holt moved that FCAS recommending the elimination, propose that it be put on website, providing students are given two quarters to enroll, and after Tri-Campus Review, measure returns SCAP for review. **Motion carried**, with Kramer, Keil, and Fugate voting against, expressing concerns about power of the council, despite precedents.

3. **School of Forest Resources - (SRF-20110506)** Eliminate the minor in Streamside Studies.

Background: The School is requesting to end the minor due to very poor enrollment since it was created in 1999. The remaining 4 students in the minor would be allowed to complete it.

SCAP Action Taken: 10/14/2011 – Move forward to FCAS for discussion on whether eliminating minors requires a RCEP.

If approved School must announce and publish on their website (in addition to the General Catalog) that the minor will be eliminated and that students must declare the minor by the end of the 2011-2012 academic year to be eligible to complete it.

Holt moved for this elimination to be carried out with the same conditions as the prior motion. **Motion carried**, with Kramer, Keil, and Fugate voting against.

4. **Computer Science and Engineering - (CSE-20110530)** Revised admission and program requirements for the Bachelor of Science in Computer Engineering degree.

Background: The CSE department is proposing to consolidate its Hardware and Software tracks which will simplify the accounting of credits in the different categories, make the CompE and CS degrees more comparable in requirements and electives, better support dual majors, and meet ABET requirements. Summary: reduce the number of required courses and increase the number of advanced electives. They are also correcting an error in the Upper Division admission requirements from 2003 and adding the minimum grade requirements that are currently coded into DARS based on historical requirements.

SCAP Action Taken: 10/14/2011 – Approve and forward to FCAS for discussion on whether Faculty Code as currently written would require a RCEP to consolidate these tracks as they are specified in the General Catalog, but are not transcriptable.

Holt moved to require RCEP for consolidation of these tracks. **Motion carried**.

5. **Digital Arts and Experimental Media - (DXARTS-20110809)** Revised admission requirements for the Bachelor of Fine Arts degree in Digital Arts and Experimental Media.

Background: The department is requesting to suspend undergraduate admissions for the 2011-2012 academic year in order to re-evaluate and re-design the program requirements.

SCAP Action Taken: 10/14/2011 – Pending; SCAP wants to know the following information.

- How many students are in the pipeline for the major?
- How many new students checked DXARTS as their intended major upon admission this fall?
- Were the community colleges notified?
- What process will be used to notify students of the suspension?
- What are the alternatives to the program in the area/statewide?
- How many students apply/are accepted each year.

An email received identified fewer than 25 pre-majors applying for DXARTS, are unsure how students were admitted with this as their intended major in Autumn 2011, and noted that community colleges have not been notified but this information had been listed on their website since early August 2011. Schaufelberger was uncertain what action FCAS could take on this proposal, noted the need to determine who has authority for this. Holt proposed rejection as admissions cannot be suspended, due to lack of notice to students prior to suspension. Schaufelberger suggested that SCAP draft a document to form policy to provide guidance, SCAP can draft language and recommend to FCAS to provide to the Registrar's Office. The issue will be tabled until language is drafted.

Remaining agenda items were postponed, due to lack of time.

5) **Fee-Based Student Enrollment (Virjean Edwards)**

6) **Satisfactory Progress Policy (Deborah Wiegand and Kevin Mihata)**

7) **Adjournment**

Schaufelberger adjourned the meeting at 3:05 p.m.

Minutes by Jay Freistadt, Faculty Council Support Analyst. jayf@u.washington.edu

Present: Faculty: Schaufelberger (Chair), Holt, Taggart, Keil, Pengra, Kramer, Almgren

President's Designee: Ballinger

Ex-Officio Reps: Fugate, Wensel, Williams, Smith

Regularly Invited Guests: Edwards, Corbett, Wiegand, Sahr, Mihata

Absent: Faculty: Cunningham, Holman, Stroup, Janssen

Ex-Officio Reps:

Regularly Invited Guests: Winslow

Appendix A:

Faculty Council on Academic Standards Policy Pertaining to Discontinued or Obsolete Degree Programs

Students currently admitted and enrolled in a degree program that has been, or will be, eliminated may complete their degree program providing that they maintain continual matriculated enrollment at the University as a full-time student until the degree is awarded. When it is determined that all degree requirements have been met, the degree will be awarded for the quarter in which the graduation application was completed. The comment "Degree granted under XXXX-XXX Catalog Requirements" will be posted on the transcript and on the diploma.

Part-time and returning students may complete the requirements for the discontinued degree if suitable courses are available. If it is determined that degree requirements are not complete at the time of graduation review, the major adviser and the Registrar's Office will work with the student to determine if requirements can be completed through additional coursework or petition. If necessary, the student may be directed to an alternative degree program.

Adopted by Faculty Council on Academic Standards on November 4, 2011.

Recommended Actions for Proposals to Eliminate Undergraduate Program

Program Element	Appear on Transcript	Recommended Action	Student Notification
Degree	yes	RCEP required	Students will be notified at conclusion of program to complete their degrees if currently enrolled.
Major	yes	RCEP required	Students will be notified at conclusion of program to complete their degrees if currently enrolled.
Option within a Major	yes	Initial Review by FCAS. If approved, distributed for 15-day Tri-Campus Review. If 5% of voting faculty within the academic unit object, require RCEP. Otherwise, FCAS approves without RCEP.	If approved by FCAS, students will be given notification on program web site and in UW catalog of at least two quarters in which to enroll in the option. Currently enrolled in the option will be allowed to continue in the option providing that they maintain continuous enrollment.
Track within an Option	no	Review and approve by FCAS without RCEP	If approved by FCAS, students will be given notification on program web site and in UW catalog of at least two quarters in which to enroll in the track. Currently enrolled in the track will be allowed to continue in the track providing that they maintain continuous enrollment.
Minor outside of Major	yes	Initial Review by FCAS. If approved, distributed for 15-day Tri-Campus Review. If 5% of voting faculty object, require RCEP. Otherwise, FCAS approves without RCEP.	If approved by FCAS, student will be given notification on web site and in UW catalog of at least two quarters in which to enroll in the minor. Currently enrolled in the minor will be allowed to continue in the minor providing that they maintain continuous enrollment.