



UNIVERSITY of WASHINGTON

Michael K. Young  
President

November 27, 2013

Vice Chancellor J.W. Harrington  
University of Washington, Tacoma  
Box 358430

Dear J.W.:

Based upon the recommendations of the Faculty Council on Academic Policy, the Faculty Assembly has recommended approval of the online delivery method for the existing Bachelor of Arts degree in Criminal Justice as well as new admissions requirements for the online Bachelor of Arts degree in Criminal Justice. A copy of the changes is attached.

I am writing to inform you that the Office of Academic Affairs is authorized to specify these requirements beginning autumn quarter 2014.

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. Terri Simonsen (with enclosure)  
Mr. Robert Corbett (with enclosure)  
Ms. Virjean Edwards (with enclosure)

AUG 26 2013



UNIVERSITY OF WASHINGTON

# CREATING AND CHANGING UNDERGRADUATE ACADEMIC PROGRAMS

OFFICE USE ONLY
Control #
TCRM-20130627

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>

<b>College/Campus</b>	UW Tacoma	<b>Department/Unit</b>	Social Work Program	<b>Date</b>	6/24/13
<b>New Programs</b>					
<input type="checkbox"/> Leading to a Bachelor of ____ in ____ degree. <input type="checkbox"/> Leading to a Bachelor of ____ degree with a major in ____. <input type="checkbox"/> Leading to a ____ Option within the existing major in ____. <input type="checkbox"/> Leading to a minor in ____					
<b>Changes to Existing Programs</b>					
<input type="checkbox"/> New Admission Requirements for the Major in ____ within the Bachelor of ____. <input checked="" type="checkbox"/> Revised Admission Requirements for the Major in <u>Criminal Justice</u> within the Bachelor of <u>Arts (Online Delivery)</u> . <input type="checkbox"/> Revised Program Requirements for the Major in ____ within the Bachelor of ____. <input type="checkbox"/> Revised Requirements for the Option in ____ within the major in ____. <input type="checkbox"/> Revised Requirements for the Minor in ____					
<b>Other Changes</b>					
<input type="checkbox"/> Change name of program from ____ to ____. <input checked="" type="checkbox"/> Change delivery method or location of program. (Online Delivery) <input type="checkbox"/> New or Revised Continuation Policy for ____. <input type="checkbox"/> New Honors Requirements for ____. <input type="checkbox"/> Eliminate program in ____					
Proposed Effective Date: <b>Quarter:</b> <input checked="" type="checkbox"/> Autumn <input type="checkbox"/> Winter <input type="checkbox"/> Spring <input type="checkbox"/> Summer <b>Year: 2014</b> ____					

Contact Person: Terri Simonsen	Phone: 2-5822	Email: hermant@uw.edu	Box: 358425
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## 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 UW Tacoma Social Work Program faculty have voted to approve an online version of the current on-campus Criminal Justice (CJ) major. The online version will use a self-sustaining model supported through UW Professional and Continuing Education. The online CJ major plans to use a cohort model and will follow the same curriculum and major program requirements as the on-campus CJ major including the changes being submitted for a spring quarter 2014 effective date. All 65cr required for the CJ major will be available online as will additional online UW credits that students can enroll in to fulfill other degree requirements such as Areas of Knowledge, general/free electives, etc.

However, the admission criteria for the online CJ major will differ in one area. Currently the on-campus CJ major requires students to have at least 60cr by the time they enter the CJ major. The online CJ major will require students to have at least 90cr by the time they enter the CJ major. All other major admission criteria will remain the same.

The Social Work faculty voted on all of the above changes with 12 yes votes, 0 no and 0 abstain (2 faculty were absent) on June 6, 2013.

## 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: UW Tacoma Interdisciplinary Arts and Sciences	Chair/Program Director: Acting Director, Bill Kunz <i>Will M. H.</i>	Date: 7/17/13
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 or otherwise highlight any deletions.

*We will use the entire existing catalog copy, however the Admission Requirements section will be slightly edited as noted in the proposed copy below.*

### Admission Requirements

~~The Criminal Justice major admits each quarter (except summer).~~ Applicants must complete all university and major admission requirements or have a plan in place to complete requirements prior to admission.

To be considered for admission all applicants must meet the following minimum qualifications:

- Meet all admission requirements for the University of Washington Tacoma
- Completion of a minimum of 60 college-level credits
- A minimum cumulative GPA of a 2.0 in all college course work
- A minimum grade of a 2.0 in each prerequisite course:
  - Introduction to Political Science or American Government
  - Introduction to Sociology
  - English composition

### 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.

### Admission Requirements

Applicants must complete all university and major admission requirements or have a plan in place to complete requirements prior to admission.

To be considered for admission all applicants must meet the following minimum qualifications:

- Meet all admission requirements for the University of Washington Tacoma
- Completion of a minimum of 60 college-level credits (90 college-level credits required to apply to online major)
- A minimum cumulative GPA of a 2.0 in all college course work
- A minimum grade of a 2.0 in each prerequisite course:
  - Introduction to Political Science or American Government
  - Introduction to Sociology
  - English composition

### APPROVALS

Chair/Program Director: Diane Young

Date:  
7/10/2013

*Diane A. Young*

College/School/Campus Curriculum Committee:

Date:

*8/15/13*

Dean/Vice Chancellor:

Date:

*8/15/13*

*see next line*

Faculty Council on Academic Standards/ General Faculty Organization/Faculty Assembly Chair:	Date:
<i>[Signature]</i> <i>see above</i>	<i>10/17/19</i>
<b>POST TRI-CAMPUS APPROVAL (when needed)</b>	
Faculty Council on Academic Standards/ General Faculty Organization/Faculty Assembly Chair:	Date:

## Additional Criteria for Approval of Online Program Option

*Describe how students will be admitted to the university and what, if any, restrictions will be placed on them.*

Students will apply for admission to UWT and indicate interest in the criminal justice (CJ) major and its online option. After approved for admission to UWT, the student's application materials will be evaluated by the Social Work program for admission to the CJ major and for the online option. We are requesting a separate major code so that the online students can be tracked properly for accounting and assessment purposes. There are no admissions requirements that are different for the online delivery option with the exception that 90 credits are required to enter the online major as opposed to 60 for the on-campus major. The online option is intended as a degree completion option, for students who have already completed the first two years of college work. We are committed to working with other programs within UWT and with Professional and Continuing Education at UWS to identify online courses, in addition to the 65 credits of CJ courses we will provide online, so that students will be able to obtain the additional credits they will need to graduate from UW. The online students will have the right to take elective courses from UWT, any other UW campus, and UWEO. The online CJ option uses a cohort model and CJ courses will be offered in a sequential way to allow the student to move through them within one or two years.

*Rationale for offering a major or degree online based on audience, access, and/or unit academic mission.*

Offering the online CJ option expands access to prospective students whose work and life schedules make it very difficult to attend classes on campus. This includes individuals in the military and their family members, those with work schedules that do not allow for the flexibility needed to attend classes or that require extensive travel, individuals in rural/remote areas, and those with caregiving responsibilities. Interest has been expressed in this program by representatives from Joint Base Lewis McChord. In addition, our CJ program is unique in its focus compared to many other CJ programs in the country. Our courses incorporate a social justice lens in each course, in addition to the more traditional law enforcement and legal approaches. The opportunity to expand accessibility to our unique major through an online option fits well with our program's academic goals.

*Relationship of program to existing degree programs.*

The online option will not replace our on campus CJ major but will be offered in addition to it. Students will have greater choice in how they wish to pursue a CJ major through UWT. Our faculty will teach in both programs and the curriculum (required courses, content, learning objectives) is the same for both programs. Degree requirements are the same.

*Justification of content delivery method and proposed oversight mechanisms to assure that institutional standards are met.*

All online courses for the online major option will be approved through program, campus, and university protocols. This includes evaluation according to the Quality Matters Rubric (adopted by the UWT campus for approval of online courses), unit voting faculty approval, and campus and university curriculum committee oversight. Several of our faculty members participate in iTech Fellows, receiving extensive support and assistance on the UWT campus, as they develop the online options of our courses. We understand that the online program option must be reviewed in 6 years and we will do that review. We will not wait that long, however, to assess how we are doing. Because we are offering the same courses (with the same learning objectives) in two different formats, we can assess and compare student outcomes across delivery options.

## Request for Waivers of 45-Credit Resident Requirement and 90-Credit DL Course Limit

1) We petition to request a waiver of the 45-credit resident requirement for the proposed online option of our Criminal Justice (CJ) major. The online option is intended as a degree completion option, and all 65 credits toward the CJ major will be offered online. In addition, students will likely need other online options to fill out their remaining degree requirements. For our CJ online option to be a viable option we will need to allow students to complete their major and remaining degree requirements online. Although we anticipate they will do so by taking UW courses, these would not be on campus courses.

Offering the online CJ option expands access to prospective students whose work and life schedules make it very difficult to attend classes on campus. This includes individuals in the military and their family members, those with work schedules that do not allow for the flexibility needed to attend classes or that require extensive travel, individuals in rural/remote areas, and those with caregiving responsibilities. Interest has been expressed in this program by representatives from Joint Base Lewis McChord. In addition, our CJ program is unique in its focus compared to many other CJ programs in the country. Our courses incorporate a social justice lens in each course, in addition to the more traditional law enforcement and legal approaches. The opportunity to expand accessibility to our unique major through an online option fits well with our program's academic goals.

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2) We petition to request a waiver of the requirement that a maximum of 90 credits of distance learning coursework be applied towards the credit requirements for graduation. Students who select the CJ major online option will likely need more than 90 credits to fulfill all remaining major and university requirements toward degree. Although students are required to have 90 credits completed prior to admission to the online option, some students will want to take more elective options and others will need to take more credits to ensure that all university degree requirements are met.



## Undergraduate Curriculum Review Process for New Programs

 Search

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### Tacoma: Online version of existing Bachelor of Arts degree in Criminal Justice (TCRIM-20130624)

 Go to New! posts  
 Page 1 of 1

Moderator actions ▾

↓ Reply

New conversation ↑

 uwcr  
 uwcr

Board owner

New! Posted Sep 25, 2013 12:41 PM

[Edit](#) [Quote](#) [Permalink](#)

Please review the attached 1503 pdf requesting to establish an online version of the existing Bachelor of Arts degree in Criminal Justice at the Tacoma campus and post comments by 5:00 pm on Thursday, October. 17th.



If you have any problems viewing the attachment or need disability accommodations, please contact the University Curriculum Office at uwcr@uw.edu.





Attachments:

 TCRIM-20130624.pdf 4.5M  
[Download](#) [View](#)






#### Add to this conversation:










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**Common formatting keyboard shortcuts:**

Control Shift B sets text to bold

Control Shift I sets text to italic

Control Shift U underlines text

Control Shift [ aligns text left

Control Shift | centers text

Control Shift ] aligns text right

Control Shift L adds an HTML link

To exit this text editor use the keyboard shortcut Control + Shift + ESC.

body

Attach file

Post

Preview

Undergraduate Curriculum Review Process for New... &gt; Tacoma: Online version of existing Bachelor of ...

**UNIVERSITY CAMPUSES UNDERGRADUATE PROGRAM REVIEW PROCEDURES\*\***

**CHECKLIST**

Title of Proposal: Online delivery of Bachelor of Arts degree in Criminal  
Justice (TCRIM-20130624)

Proposed by (unit name): Social Work

Originating Campus:

☐ UW, Seattle

☐ UW, Bothell

☒ UW, Tacoma

**I. Phase I. Developed Proposal Review** (to be completed by Originating Campus' Academic Program Review body)

A. Review Completed by: (list name of program review body)

Chaired by:

08/15/13 Date proposal received by originating campus's review body

08/26/13 Date proposal sent to University Registrar

09/25/13 Date proposal posted & email sent to standard notification list

10/27/13 Date of originating campus's curriculum body approval

(Note: this date must be 15 business days or more following date of posting)

B. 0 Number of comments received. Attach the comments and a summary of the  
consideration and responses thereof : (1-2 paragraphs)

**II. Phase II. Final Proposal Review** (to be completed by FCTCP)

A. Review Completed by:

☒ FCTCP subcommittee

☐ FCTCP full council

Chaired by: William Erdly

10/29/13 Date request for review received from University Registrar

11/12/13 Date of FCTCP report



## B. Review

YES NO

- ☒ Was notice of proposal posted on UW Website for 15 business days?
- ☒ Was notice of proposal sent to standard mailing list 15 business days in advance of academic program review?
- ☒ Were comments received by academic program review body?
- ☒ Was response to comments appropriate? (explain, if necessary)
- ☒ Was final proposal reviewed by FCTCP within 14 days of receipt?
- ☒ Was there adherence to the University Campuses Undergraduate Program Review Process? (explain, if necessary)

Some concerns were expressed that work is still in progress regarding access to on-line electives so that students may complete the required 90 credits. Also, the ability to complete these electives at other campuses should be clear and communicated to the students and units providing this access. On-line degree programs such as this should provide a complete program and detailed, coordinated strategy across the three campuses to ensure degree completion for students (See page 4, paragraph 1 of the 1503). FCTCP still supports final approval of this proposal. This concern has been conveyed to UWT.

## C. Recommendation

- ☒ Forward for final approval
- ☐ Forward to Provost because of University issues (Explain)
- ☐ Return to campus council because of insufficient review (Explain).

\*\*Endorsed by Faculty Senate Executive Committee, 1/10/05, modified 1/31/06; These procedures apply to new undergraduate degrees, majors, minors (and certificates) and substantive changes to same