



UNIVERSITY of WASHINGTON

Michael K. Young
President

November 21, 2014

Dean Robert C. Stacey
College of Arts and Sciences
Box 353765

Dear Bob:

Based on the recommendation of its Subcommittee on Admissions and Programs, the Faculty Council on Academic Standards has recommended approval of a minor in English. A copy of the approval is attached.

I am writing to inform you that the Department of English 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 that reads "Michael K. Young".

Michael K. Young
President

Enclosure

cc: Ms. Nancy Sisko (with enclosure)
Mr. Robert Corbett (with enclosure)
Ms. Virjean Edwards (with enclosure)



UNIVERSITY OF WASHINGTON
**CREATING AND CHANGING UNDERGRADUATE
 ACADEMIC PROGRAMS**

MAY 05 2014
 OFFICE USE ONLY
 Control #
 E16L-20140203

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>

College/Campus Seattle	Department/Unit English	Date 2/3/14
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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 English

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 ___.
- Change delivery method or location of program.
- New or Revised Continuation Policy for ___.
- New Honors Requirements for ___.
- Eliminate program in ___.

Proposed Effective Date: **Quarter:** Autumn Winter Spring Summer **Year: 20 14** ___

Contact Person: Nancy Sisko	Phone: 543-3976	Email: nsisko@uw.edu	Box: 354330
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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).

English is one of the few departments in the College of Arts and Sciences that does not currently have a departmental minor. Many students across the university have expressed interest in pursuing a minor in English; they wish to pursue interests in reading and writing and to signal academic credentials in these areas.

Student learning outcomes for an English minor include:

- * Develop familiarity with and deeper appreciation for English-language literary and cultural texts
- * Gain an understanding of how literary texts and language shape/are shaped by culture and history
- * Strengthen critical reading skills by learning techniques for parsing, analyzing, and contextualizing a variety of texts and genres
- * Improve writing, research, and communication skills through explicit attention to constructing arguments, using evidence, crafting prose, and structuring discourse for a variety of audiences, genres, and contexts
- * Acquire introductory awareness of the variety of methodologies and theories employed by scholars of literature, language, and culture to interpret texts (and their effects)

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:
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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.

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.

In "Undergraduate Program" add bullet point at the top:

Minor in English

Create heading for minor:

Minor

200-400-level
ENGL

SEE ATTACHED

Minor requirements. 30 credits of English courses, of which 20 credits must be upper-division. A minimum of 20 credits presented for the minor must be completed in residence at UW.

APPROVALS

Chair/Program Director: <i>Gary Anderson</i>	Date: 2/17/14
College/School/Campus Curriculum Committee: <i>[Signature]</i>	Date: 4/23/14
Dean/Vice Chancellor: <i>Michael C. Slegnie</i>	Date: 5/1/14
Faculty Council on Academic Standards/ General Faculty Organization/Faculty Assembly Chair: <i>Pat Am Kramer</i>	Date: 5/16/14

POST TRI-CAMPUS APPROVAL (when needed)

Faculty Council on Academic Standards/ General Faculty Organization/Faculty Assembly Chair: <i>Pat Am Kramer</i>	Date: 10/10/2014
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English Minor Proposed Catalog Copy:

Minor requirements:

- 1) Minimum 30 ENGL credits at the 200-400 level, excluding ENGL 295 and ENGL 491
- 2) Minimum 20 credits of upper-division ENGL courses
- 3) Minimum 20 credits completed in residence at UW Seattle campus
- 4) Minimum 2.00 CUM GPA for courses applied to the minor



Undergraduate Curriculum Review Process for New Programs

Manage Participants Info (op2)

Seattle: Minor in English (ENGL-20140203)

Page 1 of 1

Moderator actions: Reply New conversation

uwcr
uwcr

Please review the attached 1503 pdf requesting to establish a minor in English at the Seattle campus and post comments by 5:00 pm on Friday, June 6th.

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

ENGL-20140203.pdf

Add to this conversation:

Font Name and Size Font Style Alignment

Paragraph Style Indenting and Lists Insert from HTML Spelling

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 L aligns text left
 Control Shift C centers text
 Control Shift R aligns text right
 Control Shift K adds an HTML link
 To exit this text editor use the keyboard shortcut Control + Shift + ESC.

UNIVERSITY CAMPUSES UNDERGRADUATE PROGRAM REVIEW PROCEDURES**

CHECKLIST

Title of Proposal: Minor in English (ENGL-20140203)

Proposed by (unit name): English

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:

05/16/14 Date proposal received by originating campus's review body

05/19/14 Date proposal sent to University Registrar

05/19/14 Date proposal posted & email sent to standard notification list

10/10/14 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

10/14/14 Date request for review received from University Registrar

11/14/14 Date of FCTCP report

B. Review (attached)

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)

Note: Slight delay as FCTCP sub-committee was just formed for the new academic year.

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