



UNIVERSITY OF WASHINGTON

REQUEST TO CHANGE UNDERGRADUATE ADMISSION OR DEGREE REQUIREMENTS
OR PROPOSAL FOR A NEW DEGREE PROGRAM

ADMISSIONS

SEE REVERSE FOR GUIDELINES

College/School College of Engineering	Department Electrical Engineering	Date February 12, 1988
--	--	-------------------------------

Check Appropriate Box

CHANGE IN OR ☐ Admission Requirements☐ Major Requirements For Degree☒ Continuation PolicyPROPOSAL FOR: ☐ New Program☐ New Degree Requirements

Explanation of proposed changes (or new program) and desired implementation date:

See cover memo

Existing Requirements
(Omit this section when proposing new programs)

7.(a) (1) Full-time students are expected to complete 12 or more credit hours per academic quarter applicable to their degree programs.

Proposed Requirements

7. a) 1) ~~Full-time students are expected to complete 12 or more credit hours per academic quarter applicable to their degree programs. Students admitted with ESL requirements must complete 15 credit hours toward the BSEE (BSCE) Degree program each quarter (including the ESL credits). Students who are required to complete ESL courses must do so at the rate of one course per quarter starting with their first quarter in the BSEE (BSCE) program and continuing until all ESL requirements are satisfied.~~

See attachment for approved change.

APPROVAL SIGNATURES

Chair Approved by attached memo dated February 2, 1988	Date 2/8/88
College Committee	Date
Dean <i>James S. Meditch</i>	Date Feb. 17, 1988
Faculty Council on Academic Standards	Date

UNIVERSITY OF WASHINGTON
Seattle, Washington 98195

*Subcommittee on Programs and Admissions,
Council on Academic Standards,
Faculty Committees AD-20*

March 3, 1988

Robert C. Porter, Chairman
Department of Electrical Engineering
FT-10

Dear Professor Porter:

The Subcommittee on Admissions and Programs has reviewed the proposed change on the Electrical Engineering continuation policy. We are entirely sympathetic to your objective, but find the wording misleading because of the mistaken assumption that ESL courses are 5 credit courses. In fact, they are zero credit courses (though they do meet 5 hours a week).

To clarify this, we suggest that the sentence underlined in the request be changed to read:

"Students admitted with ESL requirements must enroll in one ESL course per quarter starting with their first quarter in the BSEE program and continue until all ESL requirements are completed. Such students are required to complete 10 credits in non-ESL courses toward the BSEE degree each quarter they are enrolled in an ESL course."

INTERDEPARTMENTAL

RECEIVED

FEB 5 1988

COLLEGE OF ENGINEERING

DEPARTMENT OF ELECTRICAL ENGINEERING, FT-10

February 2, 1988

TO: James S. Meditch, Associate Dean
College of Engineering

FROM: Robert P. Porter, Chairman *RPP*
Electrical Engineering

SUBJECT: Change in Continuation Policy in the
Department of Electrical Engineering

It has been called to the attention of the Curriculum Committee of this Department that a large number of students admitted to the Department are not in compliance with the ESL requirements. These students have been putting off taking the ESL courses until just before graduation. This mode of operation does not improve the communication skills of this group of students to benefit them in their studies.

The Curriculum Committee recommended a change in our Continuation Policy, which was approved by the EE Faculty on January 26, 1988. The new policy assures that the ESL requirements are completed at the earliest possible time and, at the same time, keep the required course load realistic (15 credit hours). It should be noted that most ESL courses are 5 credit hours.

I am requesting that a change in the EE Continuation Policy be approved. This change consists of replacing Paragraph (1) in a) Basic Criteria, with the following paragraph:

"(1) Full-time students are expected to complete 12 or more credit hours per academic quarter applicable to their degree programs. Students admitted with ESL requirements must complete 15 credit hours toward the BSEE (BSCE) Degree program each quarter (including the ESL credits). Students who are

James S. Meditch
Page 2
February 2, 1988

required to complete ESL courses must do so at the rate of one course per quarter starting with their first quarter in the BSEE (BSCE) program and continuing until all ESL requirements are satisfied."

A copy of the modified Continuation Policy in the Department of Electrical Engineering is enclosed, with modification (addition) in Paragraph (1) underlined.

RPP:ew
Enc.

7. Continuation Policy

While the University has general regulations governing scholastic eligibility for continuance, departments in the College of Engineering have adopted additional requirements in order to make the best use of their limited resources, and to provide the students with reasonable assurance of academic success. The following criteria and procedures will be applied to all undergraduate students for determining continuation as majors in Electrical Engineering.

a) Basic Criteria

1) Full-time students are expected to complete 12 or more credit hours per academic quarter applicable to their degree programs. Students admitted with ESL requirements must complete 15 credit hours toward the BSEE (BSCE) Degree program each quarter (including the ESL credits). Students who are required to complete ESL courses must do so at the rate of one course per quarter starting with their first quarter in the BSEE (BSCE) program and continuing until all ESL requirements are satisfied.

2) Part-time attendance may be allowed by permission. Petition forms for permission to attend part-time are available in Room 215, Electrical Engineering Building. Students who have received permission to attend part-time must complete at least one course each quarter applicable toward their degree.

3) The grade point average in all departmental and in all professional program courses must not fall below 2.0. If a course is taken more than once, all grades will be computed toward the departmental and professional grade point averages.

4) The minimal acceptable grade for any Electrical Engineering course is 1.0.

b) Procedure

The progress of each student will be reviewed each quarter. A student who withdraws from the University or who is dropped for non-payment of fees must obtain approval from the Department Advising Office before registering (or maintaining preregistration) for the following regular academic quarter. In such cases, the registration may be cancelled if the student's academic record is inferior to the prevailing admission criteria.

Students who drop out of school must reapply for admission to the Department, except for students enrolled for credit in the Cooperative Education Program. If a student's program fails to meet the standards outlined above, the student will be notified in writing of this fact. In addition, the student will be placed on academic probation if the basic criteria are not met at any time in the program. The student will be notified in writing the reason for probation, and what he or she must do to be removed from probation.

If a student on academic probation in the Department does not remove the deficiency the following quarter, the student will be notified in writing that he or she has been dropped from the Department of Electrical Engineering and from the College of Engineering.

Students facing dismissal who believe that something in their record has been overlooked or misinterpreted may submit a written appeal to the Department Advising Office, stating all available evidence.