

Executive Council Motions

October 2, 2006

Motion

Authorization from EC to plan a GFO forum in November on the topic of revision of our bylaws and handbook

The motion passed unanimously.

Motion

The Executive Council approves the plan for Academic Strategic Planning and directs the GFO Vice Chair and the GFO Planning and Budget Committee to implement the process as defined therein.

Discussion of the motion resulted in two amendments:

1. Phase 5: (May-June, 2007): Formal faculty vote on the planning document at a spring quarter GFO meeting – was removed from the document.
2. Under Phase 1 (October – November, 2006): Brainstorming Period – “and strategies” was added (underlined) to the document - “During this period, academic programs and individual faculty will be asked to propose a set of potential majors, minors and concentrations and strategies that they see as most important for development during the next 5-7 years.”

The vote on the motion as amended – 4 yes. The motion carried.

October 16, 2006

Motion

Motion to amend academic strategic planning process previously adopted (details to be distributed)

Mike distributed the “Revised Strategic Planning Process Presented for Discussion at 10/16 EC Meeting”. The EC discussion on the academic strategic planning process resulted in the following modifications to the document:

- The timeline for Phase 1 will now be October 15, 2006 – January 1, 2007.
- Phase 1 and 2 were modified to ensure that ongoing dialog with the Programs occur in all phases of program development. Also, all members of the UWB community will be included in the review of new proposals posted on Blackboard in Phase 1 and 2.
- The timeline for Phase 2 will now be December 1, 2006 – March 1, 2007.
- The GFO Planning and Budget Committee will complete an analysis (removed the distinction of a SWOT analysis).
- During Phase 2, the EC will develop a preliminary set of specific criteria for proposal evaluation (this was added to the document)
- The timeline for Phase 3 will now be March 1, 2007 – May 1, 2007.
- During Phase 3, the EC will refine a set of specific criteria for proposal evaluation (this was modified when the development of a preliminary set of criteria for proposal evaluation was added to Phase 2).
- The Preamble to our strategic planning initiative was modified.
- The diagram tracking the process was modified.

Motion

The EC approved the Revised Strategic Planning Process document unanimously as amended.

Motion

Motion to approve Policy on Centers and Institutes

Discussion points on the Policy on Centers and Institutes:

- One concern is the lack of faculty oversight in the establishment and management of centers at UWB.
- Does curriculum developed through a center go through the strategic planning process?
- A statement on curricular impact may be needed.
- Will centers be self-supporting? What fiscal resources are needed?
- The centers should provide the resources for a group to focus or talk in the framework of a charter.
- Centers and institutes will have the structure to start research in a particular area, a response to the community.
- Tom explained that the 2 Business Centers, the Business Development Center and the Student Entrepreneurial Center were established before this policy. They are both gift funded.
- Centers can allow the campus to communicate with grantors in a focused way.
- Tom will incorporate modifications suggested by the EC to the Policy on Centers and Institutes document.

Motion

The EC approved the Policy on Centers and Institutes unanimously as amended.

November 20, 2006

Motion

Freshman will be admitted to UW Bothell only for Autumn Quarter. The motion carried.

Motion

UW Bothell will admit sophomores to pre-major status using criteria that the GFO Student Relations Committee deems will allow admission to at least one of UW Bothell's majors. The motion carried.

December 4, 2006

Motion

A motion to approve the CSS "Application to the Higher Education Coordinating Board for a New Degree, Bachelor of Arts in Applied Computing, University of Washington Bothell" dated December 1, 2006, Version 2 and move the application forward to the HECB for final approval. The motion carried.

January 10, 2007

Motion

A motion was made by Steve to approve the Academic & Student Affairs Operating Procedure on the Review of Academic Administrators. Alan seconded the motion and the motion carried. The policy will be adopted as of January 10, 2007.

Motion

A motion was made by Steve to approve the proposed "Admission Model: Three Screens". Alan seconded the motion and the motion carried.

February 7, 2007

Motion

The GFO Executive Council, having reviewed the January 15, 2007 report of the Applied Science and Technology Planning (ASTP) Group, makes the following observations and recommendations:

1. Congratulations to the ASTP Group on an impressive job.
 2. We endorse the talking points outlined in the report.
 3. The EC shall use this document as part of its model for analysis and decision-making with respect to new majors, minors, concentrations, and other academic programs in its ongoing academic strategic planning.
 4. The EC recommends that the UW Bothell Administration use this document as part of its model for planning for and evaluation of new majors, minors, concentrations, etc.
- The motion carried as amended.

Motion

The EC endorses the recommendation for Tier 2 Review. Mike called the motion, Constantin seconded the motion and the motion carried.

Motion:

The EC endorses the University Minimum Admission Requirements with the following amendments:

1. Student Affairs must communicate that all transfer applicants must meet the University's minimum admission requirements.
2. The UWB programs may only set higher requirements than the University's minimum admission requirements, with GPA requirements varying with the programs.

Mike called the motion, Constantin seconded the motion and the motion carried.

February 28, 2007

Motion

The EC endorses the revised model with a footnote: If a student meets the verbal/writing screen, but not the math/quant screen, they are referred to faculty for decision. The motion was called by Constantin, seconded by Nancy and the motion carried (see Appendix 1).

April 12, 2007

Motion

The EC moves to allow an email vote on forwarding the revised GFO bylaws to the GFO. Kevin called the motion, Bill seconded the motion. The motion carried.

Motion

The EC approves the IT and CSS minor curriculum changes as proposed. Kevin called the motion, Steve seconded the motion. The motion carried.

Motion

The EC approves the Business proposal to change structure of MBA Integrated Practicum as proposed. Steve called the motion, Constantin seconded the motion. The motion carried.

Motion

The EC approves the "Minimum Transfer Application Requirements" with the revision from 2.75 to 2.50 GPA in Q/SR requirements for the minimal scores for standard admission for pre-majors. Steve called the motion, Kevin seconded the motion. The motion carried.

April 23, 2007

Motion

The EC moves to approve the revised GFO bylaws and move the bylaws forward for a GFO vote, to be conducted by mail, with a simple majority of the voting faculty. Steve called the motion, Kevin seconded the motion. The motion was unanimously approved.

Motion

The EC moves to adopt the STEM Resolution of the EC on Science, Technology, Engineering and Mathematics (STEM) Planning as amended. Kevin called the motion, Steve seconded the motion. The motion was unanimously approved.

May 24, 2007

Motion

The EC moves to support the MFA Notice of Intent. Steve called the motion, Kevin seconded, the motion carried unanimously.

June 6, 2007

Motion

The EC endorses in principle the idea that students should be able to double-major across UW campuses. The EC directs the GFO Chair to work with the Vice Chancellor of Academic Affairs during the summer to prepare a background document on structural impediments to students earning double majors across UW campuses. This document should include possible remedies to impediments that prevent students from other campuses from earning second majors at UWB and should be presented to the EC during an early fall 2007 meeting. Steve called the motion, Constantin seconded, the motion carried.

Motion

The EC endorses forwarding the Business Program's Accounting Option to the UW Registrar for Tri-campus review. Steve called the motion, Kevin seconded, the motion carried.

Motion:

The EC endorsed the attached (Attachment I) UWB General Education and Basic Skills Requirements, Writing (W) Requirement. Kevin called the motion, Steve seconded, the motion carried.

Motion

The EC endorsed the attached (Attachment II) EC Resolution on the New Campus. Steve called the motion, Kevin seconded, the motion carried.

Motion

The EC endorses the attached EC Motion on the 2007-09 Biennial Budget. Steve called the motion, Kevin seconded, the motion carried.

Admissions Model: Three Screens

<u>Screen</u>	<u>Criteria</u>	<u>Pass</u>	<u>Quick Admit</u>
Verbal / Writing	SAT_Writing > 500 ¹ or SAT_Crit-read > 500 ² or AP English	✓	} 45% - 55%
Math / Quant	SAT_Math > 520 or AP Math High school calculus	✓	
Motivation (to pursue higher educ.)	Staff judgment	✓	

1. Median for admitted freshmen at UWB.
2. 45th percentile for admitted freshmen at UWB.
3. If student meets Verbal/Writing, but not Math/Quant, they are referred to faculty for decision

6/6/07 - Attachment I

General Education and Basic Skills Requirements

Additional Writing Requirement

Requirement

UWB students must complete 10 credits of writing-intensive ("W") courses, in addition to any program requirements. These may be courses designated in the quarterly Time Schedule with the comment "WRITING." See below for the [criteria](#) which are used to determine whether a course qualifies as a W course.

W courses are available in a wide range of programs. Although you shouldn't wait until the last minute to meet the W-course requirement, it was originally intended that at least some of your writing-intensive courses should be courses in your major, providing you with writing instruction and practice in your chosen area of study.

Grades required

A grade of 2.0 or higher is required. Courses may not be taken on the satisfactory/not satisfactory (S/NS) grading option.

Overlap with other requirements

W courses may overlap with any other requirement except the 5-credit English composition course. The courses you use to satisfy the W-course requirement may also count toward your major, a minor, [Areas of Knowledge](#), and/or the [Q/SR](#) requirement. In theory, one course could count toward all five requirements.

Transfer courses

Many students transfer courses which required enough writing to qualify as W courses. A "W" usually means that a course requires either several short papers or a term paper with a required revision. If you think you have transferred a course that should count as a W course, consult your adviser.

Postbaccalaureate students

Postbaccalaureate students are not required to complete the additional writing requirement.

Optional W courses

Some courses in the Time Schedule have the notation, "OPTIONAL W COURSE." In these courses, the professor will explain the writing requirements for those students who wish to receive a W. Students who complete the additional requirements will receive Ws on their transcripts; the other students in the course will not.

Ws by special arrangement

Many students make special arrangements to have a UW course count toward the W-course requirement, even though it is not designated as a W course in the Time Schedule.

If you are taking a course that requires extensive writing, you can discuss with the professor the possibility of earning a W for the course. Some professors are not familiar with the [W-course criteria](#); it is a good idea to print out the criteria below and take the list with you. The professor can, if he or she chooses, decide to make the course a W course after the quarter has started; each student will then automatically receive a W.

It is also possible for you and the professor to make an arrangement in which you alone will complete the extra work required to meet the W-course criteria. For example, a 10-page paper is not sufficient to meet the W-course criteria; but a 10-page paper which is graded by the professor and then rewritten by you and resubmitted *does* meet the W criteria. Professors can award Ws to individual students in a course; there is a place to mark Ws on the grade sheet they submit for the class at the end of the quarter. Any course which is posted with a W on your transcript can count toward the additional-writing requirement.

Backdating Ws

If you have already completed a UW course that you feel satisfied the W-course criteria below, you can petition to have a W posted on the course. Print and use the [W-Course Petition](#) form.

NOTE: The W petition is only for UW courses already completed. For UW courses in progress, read "[Ws by special arrangement](#)" above. For transfer courses, see your adviser.

On the W petition form, you will describe the writing assignments you completed in the course. *You must supply documentation:* either the instructor's signature on the petition form, or the course syllabus describing the writing requirements, or the graded papers. The petition and documentation are submitted to your program advisor; you can return and pick up the course

syllabus or your papers a few days later. If the petition is approved, a W will be posted on your transcript.

Registering for W courses

Whether or not a course qualifies as a W course depends on how the course is taught that particular quarter, so there is no permanent list of W courses, and W courses are not indicated in the General Catalog. Each W course is indicated in the quarterly Time Schedule with the notation "MEETS WRITING REQUIREMENT" OR "OPTIONAL W COURSE."

Recommendations

Writing is communicating. One of the most valuable skills you can develop during a university education is the ability to write well. It is a skill universally valued by employers and graduate and professional programs, not to mention the instructors of your undergraduate courses.

In college courses, your papers will not normally be summaries of what you have learned in class but further in-depth exploration and investigation of topics discussed in lecture. In your papers you will be allowed to develop your own ideas and interpretations. In fact, much of your university education will occur not in the classroom, but in the research and writing of papers required by your courses.

As you write, you will practice organizing your thoughts into logical, persuasive arguments. Allow time to rewrite and revise your writing. Review the comments instructors write on your papers and use what you've learned in your next paper. Work at improving your writing, and you will notice that your analytical and verbal-communication skills also improve.

W-course criteria

A W course must require 10-15 pages of graded, out-of-class writing, in the form of a longer paper with a required revision OR two or more short papers.

Guidelines

- Papers may be graded by professors, instructors, TAs, and/or readers.
- Students should receive some feedback on their writing; that is, comments on papers should not be restricted to content only.
- Revisions do not count in the total number of pages of writing. Typical writing assignments:
 - one 10-15 page paper with a required revision
 - two similar 5-page papers
 - two short book reviews and one longer paper

- Take-home exams do not count toward the 10-15 page total, unless students are given ample time for thoughtful writing and revision, and exams are graded for writing (organization, clarity of expression) as well as content.
- Creative writing and verse writing do not count toward the 10-15 page total.
- Journals and annotated bibliographies do not count toward the 10-15 page total.
- The amount of writing required for a W is not determined by the number of credits assigned to the course. These criteria apply to all courses, even those earning only one or two credits.
- If the requirement is a major paper with an *optional* revision, the course may be posted "Optional W Course." The instructor will indicate the students who completed the W requirement on the grade sheet.

EC RESOLUTION ON THE NEW CAMPUS

WHEREAS the University of Washington Bothell (UWB) was planned and sited in its present location in order to provide access to the greatest number of students in the rapidly growing areas of north King and south Snohomish Counties, including areas on the east side of Lake Washington, and

WHEREAS approximately half of the population growth used by the Higher Education Commission Board to establish the need for a new campus in Everett comes from the same area as that for which UWB was planned, and

WHEREAS the Faculty of UWB is committed to providing access to higher education for all qualified students in the region, and

WHEREAS state and university funding for program growth at UWB has always been dependent on student demand, so that new programs could be added only when a sufficient number of students enrolled in such programs, and

WHEREAS special funding is necessary for program development and start-up to support the timely growth of new majors (funding independent of steady-state operating funds), and

WHEREAS splitting enrollment across multiple sites in close proximity will require a different funding model to ensure a comprehensive range of majors at each site, and

WHEREAS the Executive Council of the GFO has, in cooperation with the UWB administration, initiated a process for campus-level strategic planning for new majors and academic programs that will provide more choices for students while responding to needs of employers and priorities of the faculty;

BE IT THEREFORE RESOLVED THAT THE FACULTY OF UWB

- (1) Is committed to working with the UW administration and other stakeholders in developing a single fully integrated campus that meets needs for a UW education not only in the Eastside and the SIS region, but also in the state, Pacific Northwest, and beyond, using a variety of delivery methods and multiple sites, including Bothell and the SIS region, and
- (2) Supports planning for the development of new programs and majors that match the interests of potential students and the needs of regional employers through a process that is accountable through the EC to the Faculty of UWB, and
- (3) Endorses control by the Faculty of UWB over the content and delivery of the curriculum in accordance with the UW Handbook, and
- (4) Supports development of new academic programs and majors on condition that appropriate funding for start-up, independent of steady-state operating funds, is provided over a multi-year period.

6/6/07 - Attachment III

EC Motion on the 2007-09 Biennial Budget

Having reviewed the academic portion of the 2007-09 biennial budget for UWB, the EC is resolved to take a neutral position, neither endorsing nor disapproving the budget proposal. In arriving at its position, the EC expresses the following concerns:

- Without seeing the academic portion of the budget in the context of the broader campus budget, the EC lacks information sufficient to render a considered opinion.
- Without the base budget, it is difficult to evaluate incremental changes and their overall effects on campus operations.
- The academic budget allocates start-up funds and funds to begin faculty hiring in curricular areas in which little substantive faculty review at the campus-level has occurred.
- The budget commits funds to new science initiatives before the second phase of campus-level planning for new majors in science, technology, engineering, and math has occurred, as called for in previous EC resolutions.
- The budget process treats existing programs in isolation from each other, which may discourage thinking about ways programs might share resources or mount cross-program initiatives.
- The budget process lacks a mechanism for creating and funding new programs.

The EC asks that in future:

- It be provided with the base budget for the entire campus at the beginning of the academic year in which the new biennial budget is being developed;
- It be given sufficient time and opportunity to formulate its own budget priorities;
- Coordination between budget and curriculum planning involving the EC should be strengthened.
- Faculty lines should not be allocated to new initiatives that have not completed campus-level review.

Passed in the EC on June 6, 2007