

May 19, 2011

Dean Ana Mari Cauce  
College of Arts and Sciences  
Box 353765

Dear Ana Mari:

Based upon the recommendation of its Subcommittee on Admissions and Programs, the Faculty Council on Academic Standards has recommended approval of a new continuation policy for the Bachelor of Science degree in Microbiology. A copy of the change is attached.

I am writing to inform you that the Department of Microbiology is authorized to specify these requirements beginning spring quarter 2011.

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,



Phyllis M. Wise  
Interim President

Enclosures

cc: Ms. Sarah Mears (with enclosure)  
Mr. Robert Corbett (with enclosure)  
Dr. Deborah H. Wiegand (with enclosure)  
Ms. Virjean Edwards (with enclosure MICROM-20110127)

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UNIVERSITY OF WASHINGTON

# CREATING AND CHANGING UNDERGRADUATE ACADEMIC PROGRAMS

OFFICE USE ONLY	
Control #	microm-20110127

After college/school/campus review, send a signed original and 8 copies 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> Arts and Sciences	<b>Department/Unit</b> Microbiology	<b>Date</b> 1-27-11
<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 type="checkbox"/> Revised Admission Requirements for the Major in _____ within the Bachelor of _____.		
<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"/> New or Revised Continuation Policy for <u>Microbiology (new)</u>		
<input type="checkbox"/> Eliminate program in _____.		
Proposed Effective Date: <b>Quarter:</b> <input type="checkbox"/> Autumn <input type="checkbox"/> Winter <input checked="" type="checkbox"/> Spring <input type="checkbox"/> Summer <b>Year: 20 11</b>		

Contact Person: Sarah Mears	Phone: 3-2572	Email: mears@u.washington.edu	Box: 357242
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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).

**Progress/Dismissal Policy**

Many of our majors re-take multiple courses due to earning a grade of less than 1.8. These students typically continue to struggle, and they may be better off with a different major. We recommend that we institute a policy whereby a student is placed on notice upon earning a grade of less than 1.8 in a core or distribution Microbiology course. The student will be sent a letter stating our dismissal policy and recommending they speak to an advisor. Upon earning another grade of less than 1.8 in a subsequent quarter, the student will be dismissed from the major. A student who successfully re-takes these courses may apply to be re-admitted to the major. However, consistent with University policy, a student may not re-take the same course more than once. Whether a student's application to re-enter the major is granted will depend on our overall evaluation of the student's likelihood of success in the major.

### 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:
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 currently do not have a continuation policy.

**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.

See attached.

**APPROVALS**

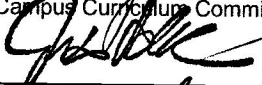
Chair/Program Director:



Date:

1/28/11

College/School/Campus Curriculum Committee:



Date:

4/26/2011

Dean/Vice Chancellor:



Date:

4/26/2011

Faculty Council on Academic Standards/ General Faculty Organization/Faculty Assembly Chair:



Date:

MAY 13, 2011

**POST TRI-CAMPUS APPROVAL (when needed)**

Faculty Council on Academic Standards/ General Faculty Organization/Faculty Assembly Chair:

Date:

## **Progress/Dismissal Policy**

Students enrolled in the B.S. degree program in Microbiology must maintain both a cumulative GPA and individual-course grades consistent with the requirements for the degree. Thus, students must maintain a minimum cumulative GPA of 2.25 in core and distribution Microbiology courses and a minimum grade of 1.8 in all individual core and distribution Microbiology courses. A core course is a course all majors must take and a distribution course is a course that satisfies a subject-category requirement as outlined in our requirements for graduation. Failure to maintain these GPA and grade standards results in the student being placed on departmental academic probation. The student is sent a letter stating our dismissal policy and recommending they speak to an advisor. The following statement spells out our proposed policy and will be included in the UW catalog.

“Students enrolled in the B.S. degree program in Microbiology must maintain both a cumulative GPA and individual-course grades consistent with the requirements for the degree. A student is placed on departmental academic probation when either of the following occurs:

(1) The student’s cumulative GPA in all core and distribution Microbiology courses falls below 2.25. The student is placed on probation for one quarter. If at the end of the quarter, the GPA has not improved to at least 2.25, the student is dropped from the major. Students who experience extraordinary circumstances may petition for one or more additional probationary quarters.

(2) In a given quarter, the student receives a grade of less than 1.8 in one or more core or distribution Microbiology courses. The student remains on probation until the course is repeated with a grade of at least 1.8, or, in the case of a distribution course, another course in the same category is taken with a grade of at least 1.8. A student who receives a grade of less than 1.8 in any core or distribution Microbiology course while on probation is dropped from the major.”