# **Department Meeting**

**February 25, 2020**

**Noon – 1:20 Gould 440**

# **Agenda items**

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| 12:00- 12:05 | **Approve minutes** | Campbell |
| 12:05 - 12:15 | **Brief MUP application update** | Campbell |
| 12:15 – 12:30 | **MUP Curriculum Update** | Campbell |
| 12:30 – 12:45 | **Discussion of Study Abroad** | Bae |
| 12:45 – 1:00 | **Announcements** | Campbell |
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Present: Dan Abramson, Christine Bae, Branden Born, Christopher Campbell, Manish Chalana, Sofia Dermisi (for 1st 10 minutes), Bob Freitag, Himanshu Grover, Qing Shen, Diana Siembor (taking notes in place of Larissa Maziak)

Absent: Alberti, Berney, Mugerauer, Purcell, Whittington

**Approve Minutes**: Yes: 7 no: 0 abstain: 0

**Admissions update**:

177 applicants, 134 offers. This is very similar to last year. ~37 on wait list. In-state students: 38 made offers to (we hope for 65% acceptance rate based on previous years).

WRGP in-state tuition program is new for our program this year. We will be able to offer in-state tuition to applicants from ~14 Western states and territories. We will make offers to approx

47 international applicants. 23 were accepted. 77 out of state applicants were accepted, and we expect about 20% to accept the offer.

If this follows the previous year’s pattern, we expect about 38-42 students for the incoming cohort.

Abramson: What happens if the yield is significantly higher?

Campbell: the chance is small, but if we get more students we would be able to grow the program. The worry is that if everyone accepts the financial offers we’ve made to them, then our budget would be thin around.

Applicants don’t have to confirm their intention to enroll until April 15. This is tricky when we offer people money and they don’t respond until April 15. If the money is returned to us, then we will try to rectuit other students (and this is often from the wait list).

Our recruitment funds are going towards out of state applicants, rather than in-state applicants (who already will receive the in-state tuition anyways.)

We are hopeful that we will

**Curriculum Update**

Christopher spoke on behalf of Rachel Berney (who couldn’t be here today) and the UDP Curriculum Committee

Review proposed course sequence (powerpoint presentation)

Discussed 2 rounds of reviews, which depend on syllabus preparation

Grover provided a brief summary of changes to the Methods courses

This will be looked at more in-depth at the next faculty meeting.

Timeline:

March 10 – discussion and final amendments.

March 20 – faculty vote

April 1 – upload to curriculum management system

-Then reviews by CBE Curriculum Committee, Dean’s review, and UW Curriculum Committee review

If we miss any of these dates, then we have to wait until next autumn.

Bae raised questions about the “soft launch” and “hard launch” of the courses and how the soft launch of new courses may impact the courses she teaches, like 500 and 510, specifically with regard to content overlap. Grover suggested that he, Bae, Born, and Berney meet to discuss course overlap. Bae also brought up concerns of how to communicate changes to the students.

HEFT group will really need to focus on getting their syllabi done.

We can return to the capstone/thesis conversation in spring quarter, but we really want the syllabi to be done.

Ideally, all curriculum would be approved by Autumn 2020. This would affect students entering in 2021-2022.

**Discussion of Study Abroad**:

Due to coronavirus, we are waiting to see if UW trips to South Korea may be canceled.

As a department, how do we want to handle offering study abroad programs? In light of the coronovairus (with potential quarantine for 2 weeks upon their return). This would affect their ability to attend class, and faculty would need to accommodate them.

What should we be doing to prepare for this?

Bae: Seoul trip has been canceled as of Feb 25.

How can University help reimburse students for airline reimbursement?

Abramson: attended council on a Office of Global Affairs yesterday. They hope to have a definitive statement by Thursday or Friday of this week. They are preparing their advice right now. They will discuss reimbursement of fees.

Chalana: airlines will return airfare if airlines are canceled due to CDC-related cancellation.

Students will need to coordinate with the airline directly, but UW will likely provide a letter for students.

Campbell: there is a larger issue – students and faculty are traveling around the world, and we might want to think about how we want to be prepared ourselves. Recommends that we all think about how we will teach remotely if faculty or students are quarantined. Be aware that a lot of students are dealing with this with their families in countries who are affected by this, so be open and on the look out for this. Be on the look out for any kind of harassment, because this needs to be reported.

Grover: should we have a letter from the chair encouraging students to stay home and be quarantined, and our faculty will support that?

Chalana: no. Follow CDC’s recommendations. We shouldn’t accommodate students who don’t follow CDC guidelines.

Shen: agreed. It would NOT be wise for the department to be making these kind of decisions or recommendations on its own. The University should be making these decisions.

Group consensus: Let the OGA manage this, rather than the department.

**Announcements:**

Bob Freitag may have a visiting scholar from Iceland next quarter.