

February 7, 2023

WELCOME TO OAS & JACKSON SCHOOL STAFF QUARTERLY MEETING

Meet the OAS team

- Joni Marts, Senior Undergraduate Advisor
- Sabrina Tatta: Undergraduate Advisor
- Jesús Hidalgo, Graduate Programs Advisor
- Elçin Gürbüz, Program and Time Schedule Coordinator
- Lauren Dobrovolny, Program and Task Force Coordinator
- Alice Kim, Director of Career Services
- Rita Bashaw, FLAS Fellowship Manager
- Britta Simon, Director, Office of Academic Services
- Isabel Wilson, Student Office Assistant
- Armaghan Fakhremoghaddam, Student Office Assistant



Agenda

- OAS team updates and important deadlines (Britta)
- Timeschedule, course evaluation, and add code updates (Elcin)
- JSIS undergraduate programs enrollments and other updates (Joni & Sabrina)
- JSIS scholarship updates (Alice & Lauren)
- Army War College program (Alice)
- Task Force updates (Lauren)
- Graduate Programs update (Jesus)
- FLAS updates (Rita)
- New course and existing course modification process and timeline (Britta)
- Questions?



OAS Operations

- Thomson Hall 111 - Office Hours:
 - Mondays – Thursdays 9-12 and 1-4
 - Fridays 9-12
- If main office is closed during office hours, students will be supported virtually (sign on office door lists email and phone number)
- Students have the choice between virtual and in-person advising appointments



Winter quarter dates and deadlines

- February 8: Grad apps due for Sr Priority Registration for Spring 2023
- February 10: Spring quarter registration period 1 opens
- February 20: President's Day
- February 27: Spring quarter registration period 2 opens
- March 10: Winter quarter instruction ends
- March 10: Last day for complete withdrawal from students
- March 11-17: Finals week
- March 18-26: Spring break
- March 21: Grades due from faculty (grades post on March 22)
- March 27: Spring quarter starts



JSIS CONVOCATION 2023!

DAY: Saturday

DATE: June 10

TIME: 9:00 am-10:30 am

SEATING: 8:45am

LOCATION: HUB Ball Room (2nd floor)

- Staff is welcome to attend



AY 23-24 preliminary course spreadsheet

- A preliminary copy is available for your review – please note that copy is dated and will start to be outdated the day it is posted.
- For more concise AY 23-24 plans, use Elcin's quarterly spreadsheet

https://docs.google.com/spreadsheets/d/1axusZcbvMdTTEHPC_pp-O3fGPiTA4pWr/edit?usp=sharing&ouid=105223057558884437066&rtpof=true&sd=true



Time Schedule Updates and Deadlines (Elçin)

Time Schedule Production Calendar 2023-2024

Note: Dates subject to change.

Time Schedule Production Calendar	AUTUMN 2023	WINTER 2024	SPRING 2024	SUMMER 2024
Time Schedule Construction available* .	November 10, 2022	November 14, 2022*	December 9, 2022*	March 24, 2023*
Time Schedule Construction turned off to Departments. (All data must be completed by 5 p.m. on this date.)	January 27, 2023	July 21, 2023	November 3, 2023	November 27, 2023
Dead Period – No email requests for classroom changes	January 28 – March 23, 2023	July 22 – September 7, 2023	November 4 – December 14, 2023	November 28, 2023 – January 4, 2024
SLNs Assigned, TS Update available to Time Schedule Coordinators the next day.	March 24, 2023*	September 8, 2023*	December 15, 2023*	January 5, 2024*
Time Schedule available on the Web	April 14, 2023	October 13, 2023	January 19, 2024	February 2, 2024
Annual Large Lecture Pre-assignment requests due for Autumn 2024 – Spring 2025	October 6, 2023*			

- The spring time schedule is on the web now
- Autumn 2023 Courses are available for review
- When the SLN's are assigned, TS update became available
- Changes we submit after the dead period takes 2-8 (or more) weeks to complete



Course Evaluations (Elçin)

- OAS coordinate and manage the course evaluation process each term for JSIS courses
- Faculty members can set up their own evaluations
- OAS set evaluations for lecturers, affiliates, temporary faculty members, or TAs
- Line faculty are recommended to evaluate at least one course per year
- Lecturers, affiliates, and temporary faculty are recommended to evaluate all the courses every quarter
- Reports are sent directly to faculty and the department coordinator

Deadline: Deadline to submit requests this term will be **Thursday, March 16th.**

- Winter End-of-Term Evaluation period is open between March 8 to March 17.
- All online course evaluations must close by the last day of Winter term, March 17.

Paper Evaluations Rates:

Evaluation forms \$.20 per form purchased
Comment forms \$.15 per form purchased
Optical scanning \$.25 per form purchased

*The budget number can be obtained by contacting Elçin at elcing@uw.edu

Reports available dates:

Reports cannot be made available to faculty until after grades have officially been submitted. Reports will be available **March 27.**



Add Codes (Elçin)

Add Entry Codes

Entry codes are five-digit numbers issued to students by academic departments as authorization to add or drop in restricted course sections.

- Entry codes are **one time use codes**
- All courses require an add code in order to be added beginning the **8th calendar day** of the quarter.
- Courses requiring add codes are designated with the **symbol >** to the left of the schedule line number (SLN) in the [Time Schedule](#).
- Departments reserve the right to require entry codes whether the course is so designated in the [Time Schedule](#) or not.
- Directions on where to obtain an entry code are in the comment section of the [Time Schedule](#) listing, either as a comment after the course section or following the title of the course.
- Instructors may issue Add (Entry) Codes to students when a course is full which will allow registrations or overloads above the limit set by the department.
- Once an entry code has been used, the registration system removes it from the list of viable codes and will not accept it again. Dropped sections which require an entry code to be added will require another entry code from the department in order to re-add the section.

Drop Codes

Some courses require a **Drop Code** to remove a course from a student's schedule. Students must obtain the drop code from the department offering the course.



Faculty Codes (Elçin)

- Independent study courses such as 499, 600, 700, or 800 require students to first obtain a **Faculty Number** from the instructor or department.
- The students must fill out the Independent Study form to obtain the faculty code.
- Faculty codes are unique codes assigned to each faculty member and never expire.
- If the faculty member doesn't have a faculty code, please email Elcin to create a new one.

JSIS INDEPENDENT RESEARCH/THESIS CREDITS REGISTRATION FORM

Student: To set up an independent study, consult with an instructor if they are willing to conduct it first. If the instructor agrees to support you, discuss some expectations about what type of work you would do. In addition, discuss how many credits you would earn for this independent study.

Then, fill this form out, sign it, and send it back to the Office of Academic Services (THO111) or via email (jsisadv@uw.edu) **before or by the first day of classes of the quarter** in which you wish to register (the registration arrangements might take a few days, and if you are not registered by the end of the first week of classes, **late registration fees may apply**).

If your topic and instructor are approved, you will receive a code to register for the Independent Study credits.

Quarter: _____ Year: _____

I. Student's information:

Name: _____ Student No. _____

Major/MA Program: _____ Email: _____

Mark ONE option: Graduate: _____ Undergraduate: _____

II. Instructor's information:

Name: _____

Department: _____

III. Mark ONE option:

_____ JSIS 493 Undergraduate Senior Research (Lat. America Studies Senior Paper/Project; 2 cr. / Decimal grade)

_____ JSIS 499 Undergraduate Independent Study (Decimal grade)

_____ JSIS 600 A Graduate Independent Study (Decimal grade)

_____ JSIS 600 B TA Credits (CR/NC)

_____ JSIS 700 MA Thesis (CR/NC)

_____ JSIS 800 PhD Thesis (CR/NC)

IV. No. of credits: _____

V. Instructor's signature: _____

VI. Date: _____



Undergraduate Enrollments (Britta)

Major	Winter 2021	Winter 2022	Winter 2023
Asian Studies	62	54	40
Comparative Religion	8	5	6
European Studies	21	14	6
Global and Regional Studies	n/a	132	235
International Studies	237	191	64
Jewish Studies	1	1	5
Latin American and Caribbean Studies	13	12	11
Total	342	409	367



Undergraduate Programs updates (Joni and Sabrina)

- Participation in Transfer A&O
- Quarterly info sessions (please announce in class)
- Quarterly writing workshops (please announce in class)
 - Spring Essay exam writing workshop
- Planned movie night (Spring-April 26-TBD)
- Honors Info Sessions (Feb 7 and 28 during registration for SPR)
- Participation in Office of Minority Affairs & Diversity advising sessions
- Available to visit your courses 1 x per quarter to introduce ourselves as advisors and plug the JSIS majors to your students



JSIS Career Services and Programs (Alice)

- JSIS Mentor Program update
- WINTER 2023 Career Events update
- Class Visits
- JSIS Career Emails
- 1-1 Career & Professional Development Appointments
- JSIS Careers & Internships Website - jsis.washington.edu/advise/career/



Jackson School OAS Scholarships (Alice and Lauren)

- New scholarship webpage for students
- Internship scholarships (quarterly)
- OAS scholarships - Due 2/15
- Jackson Leadership Award (new timeline and more inclusive process)
- Center- and program-owned scholarships continue to be managed by center- and program-specific staff



Army War College (AWC) Fellows Program

- Every year, Jackson School hosts 2-3 AWC fellows who are Senior officers selected by the U.S. Army War College
- Fellows gain unique educational and development experience in an academic environment (Asia-Pacific focus)
- Fellows will be auditing courses offered at the Jackson School but they are not officially enrolled as UW students
- Fellows work with their faculty mentors and writing instructor to complete a research project and give a public presentation in May
- Speaking engagement opportunities



Task Force and Adv. Readings WIN QRT 23' Capstone Enrollments and SPR QRT topics (Lauren)

97 Seniors enrolled in a capstone project in WQ

78 Students Enrolled in a Task Force project

19 Students Enrolled in an Advanced Reading Seminar

COURSE	INSTRUCTOR	TOPIC	ENRL #s
JSIS 495A	R. Pekkanen	<i>SHOULD JAPAN "GO NUCLEAR"?</i>	17
JSIS 495B	A. Godoy	<i>RESEARCH FOR SOCIAL CHANGE</i>	15
JSIS 495C	S. Lang	<i>COUNTERING THE ILLIBERAL DRIFT IN EUROPE: ASSESSING THE ROLE OF CIVIL SOCIETY AND GOVERNMENTS</i>	14
JSIS 495D	J. Beyer	<i>SOCIAL MEDIA CONTENT MODERATION LAW AND FREEDOM OF SPEECH</i>	16
JSIS 495D	S. Lohmann	<i>HYBRID WARFARE DISINFORMATION AND THE NATO RESPONSE</i>	15
JSIS 498C	R. Kasaba	<i>U.S. WAR IN IRAQ</i>	11
JSIS 498E	J. Wellman	<i>WRITING ON U.S. RELIGION AND POLITICS</i>	8

Continued to next page...

Task Force and Advanced Readings SPR QRT 23' Offerings (Lauren)

FRI, FEB 10: Senior Priority **Registration Period I** begins for IS (general) and GLBRS majors

MON, FEB 27: Registration is open to Seniors in all JSIS undergraduate **Area** and **Regional Studies** majors in **Registration Period II**

JSIS 495 Task Force Topics and Instructors

COURSE	INSTRUCTOR	TOPIC	ENRL #s
JSIS 495A	S. Pekkanen	JAPAN'S SPACE DIPLOMACY	TBD
JSIS 495B	N. Pianko	DEFINING ANTI-SEMITISM IN GLOBAL CONTEXT	TBD
JSIS 495C	S. Lohmann	HYBRID WARFARE DISINFORMATION AND THE NATO RESPONSE	TBD

JSIS 498 Advanced Readings Topics and Instructors

JSIS 498B	L. Halperin	SETTLER COLONIAL HISTORY AND MEMORY IN COMPARATIVE PERSPECTIVE	TBD
JSIS 498C	F. Abugbilla	CONFLICTS, MIGRATION, AND REFUGEES IN AFRICA	TBD
JSIS 498G	S. Senderovich	THE PUTIN ERA: CULTURAL MEMORY, AUTHORITARIANISM, WAR	TBD

Graduate Programs News and Updates (Jesús)

- 2023-24 AY MA applications
 - **96 MA applications** (vs 123 last year; 25% decrease)
 - This month: adm. committees meet and discuss admissions
 - Early March: applicants get offers.
 - Mid-March: FLAS offers
 - April 15: deadline for admitted applicants to respond to admission offer
- 2023-24 PhD applications
 - **55 PhD applications** (vs. 58 in 2021, and 53 in 2020)
- TA Policy
 - 50 students - grader, no sections
 - 75 students - 1 TA, no sections
 - 100 students - 2 TA, sections (1:50 in two sections of 25 each per TA)
 - 200 students+: 5 TA



MAIS and PhD Program Reforms

Old MAIS (38-47 credits)		New MAIS (39-48 credits)
<i>Required</i>		<i>Required</i>
JSIS 591 (1c)		JSIS 501 (5c)
JSIS 592 (1c)		JSIS 511 (5c)
JSIS 594 (2c)		1 Research Design course (3-5 c)
JSIS 501 (5c)		
JSIS 511 (5c)		<i>Electives</i>
1 Research Design course (3-5 c)		2 JSIS Area (10c)
		1 JSIS Thematic (5c)
<i>Electives</i>		3+ credits
18+ credits electives		(9 thesis-writing credits)
(9 thesis-writing credits)		



MAIS and PhD Program Reforms

Old PhD (100 credits)	New PhD (102 credits)
<i>Required</i>	<i>Required</i>
JSIS 594 (2c)	JSIS 501 (5c)
JSIS 595 (15c)	JSIS 511 (5c)
2 JSIS 596-599 (10 c)	JSIS Research Methods (5c)
2 Research Design course (6-10 c)	UW Qualitative Methods (3-5c)
	2 JSIS Area (10c)
<i>Electives</i>	1 JSIS Thematic (5c)
48+ electives	
(27 thesis-writing credits)	<i>Electives</i>
20-30 credits from MA	40+ electives
	(27 thesis-writing credits)
	20-30 credits from MA



FLAS Updates

- FLAS competition closed January 31st at 5pm; students applied for both Summer 2023 and also AY 2023-2024 FLAS fellowships.
- 36 AY Fellows currently:
Canadian Center (9); East Asia Center (11); South Asia Center (8); Southeast Asia Center (8). 30 are grad; 6 are undergrad. 16 have JSIS as a home department
- 222 applications received vs. 190 for these 4 Centers last year.
- Applications in audit for completeness, etc. Anticipate half will be forwarded to review committees.
- Next step is committee review (February). US/Ed site visit next week February slightly delays process.



New course applications/existing course modifications deadlines

Approval Quarter	JSIS CC deadline	Arts & Sciences CC Deadline	University CC Deadline
Winter Quarter 2023	2 months prior to CAS App Deadline	February 13, 2023	March 3, 2023
Spring/Summer 2024	2 months prior to CAS App Deadline	June 20, 2023	August 4, 2023



New course application/existing course modification application

- New courses should be aligned with curricular needs and be reviewed by JSIS curriculum committee
- New courses should be proposed by full-time faculty
- Consider offering new course as JSIS 478 first
- New course applications submitted to the curriculum management system by Britta
- Contact Britta for a “new course/existing course modification application worksheet” and syllabus template
- Return both files to Britta on time for JSIS CC meeting
- Process may take up to 9 months from submission to approval
- Take into consideration time between course approval and time schedule publication (could add an additional 3 months)
- Special Topics (JSIS 478) as temporary workaround



Thank you!

Questions?

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General Questions

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