UW-Madison University Academic Planning Council
Minutes of May 8, 2014 meeting

Members Present: Aldag, Blair, Chen, DeLuca, Dunek, Eriksson, Fair, Howard, Oakley, Shokler, Thelen

Members Excused: Blank, Cadwallader, Scholz, Seidenberg


1. Welcome, introductions, opening announcements.

CONSENT AGENDA

2. Automatic Consent – Minutes of the April 17, 2014, meeting. UAPC Doc 2014.04.17.01

3. Automatic Consent – Close the Synchrotron Radiation Center, Graduate School. UAPC Doc 2014.05.08.03

4. Automatic Consent – Establish a Certificate in the Public Humanities, at the graduate/professional level. Center for the Humanities, College of Letters and Science. This proposal was approved at the May 2, 2014, Graduate Faculty Executive Committee meeting. UAPC Doc 2014.05.08.04

5. Automatic Consent – Discontinue the offering of the MS/PhD in Endocrinology-Reproductive Physiology in the College of Letters & Science. It will continue to be offered within the School of Medicine and Public Health and the College of Agricultural and Life Sciences. This proposal was approved at the May 2, 2014, Graduate Faculty Executive Committee meeting. UAPC Doc 2014.05.08.05

Motion to approve the Consent Agenda. Approved unanimously.

APPROVAL ITEMS

6. Automatic Consent – Establish a new named option in the Master of Engineering degree, Civil and Environmental Engineering major, named option: Environmental Engineering. The program will be housed in Engineering Professional Development, College of Engineering. The program will be offered as a distance-delivered on-line program and is structured as a program-revenue program under the Educational Innovation guidelines. This proposal was approved at the May 2, 2014, Graduate Faculty Executive Committee meeting. UAPC Doc 2014.05.08.02

Item moved to approval agenda at request of Laura Dunek. Ms. Dunek raised a general point regarding a trend toward more degrees that are offered online only. She recommended that
the UAPC take a look at online offerings (modules, programs, degrees) offered entirely online and offer guidance to the university.

**Motion to approve the establishment of a named option of Environmental Engineering for the Master of Engineering degree, Civil and Environmental Engineering major, was made by Dunek, and seconded by Blair. Approved unanimously.**

7. Suspend admissions to the undergraduate-level certificate, Certificate in Global Cultures, College of Letters and Science. The suspension is to be effective for Spring 2015 semester and the International Studies major steering committee will advance a proposal to discontinue or reopen the certificate; that proposal is to be provided to APIR by March 1, 2017. Presenters: Maria Cancian, associate dean, College of Letters and Science; Jo Ellen Fair, faculty representative of the International Studies Major. UAPC Doc 2014.05.08.06

Prof. Fair, former director of the Global Cultures certificate, explained the history of the Global Cultures certificate and that it seems to have outlived its usefulness; there are a number of similar certificates that fill similar roles in the curriculum. The rigor of the certificate needs to be reviewed and there are problems staffing some of the courses that are required for the certificate. Plans are in place to help students currently in the pipeline complete the certificate but no new students will be admitted. The International Studies major program faculty will advance a proposal to reopen to discontinue the certificate by March 1, 2017.

**Moved to suspend admissions to the undergraduate-level certificate, Certificate in Global Cultures, College of Letters and Science effective for Spring 2015, and with a follow up report by March 1, 2017. Moved, seconded. Approved unanimously.**

8. Rename BS Interior Design to BS Interior Architecture, Department of Design Studies, School of Human Ecology. Presenter: Wendy Way, associate dean, School of Human Ecology. (The School of Human Ecology is up to date on all program reviews and has no low-enrollment programs.) UAPC Doc 2014.05.08.07

Dean Way explained that faculty and students are requesting this change as it more accurately reflects the approach and purpose of the program. It is a term used to describe similar programs in other large research universities. School of Human Ecology would like to use a turnkey approach; all students enrolling starting in Fall 2014 and graduating in December 2014 or later will have the new name.

Jeff Shokler asked if the use of the word “architecture” could be a point of confusion with prospective students who might be interested in a traditional architecture program. Professor Roberto Rengel, also representing the program, responded that there was unlikely to be significant confusion. For example, UW-Stevens Point has a similar program with this name and they have not encountered problems. UW-Milwaukee’s architecture program is aware of this request and there have been discussions about collaboration opportunities with that program.

9. Rename BS Textile and Apparel Design to BS Textiles and Fashion Design, Department of Design Studies, School of Human Ecology. Presenter: Wendy Way, associate dean, School of Human Ecology. UAPC Doc 2014.05.08.07
Department faculty are making the proposal that the change will more closely align with the terminology used in the field. The program is textile focused so that part of the name is being continued. But the program is focused on more than just apparel and includes a wider array of fashion considerations including accessories and aesthetics. A small number of students want to keep the name until they graduate in 2016, and so the new name is proposed to be effective for the program starting in Fall 2014, except for those students who identify as wanting to finish under the old name.

10. Rename the internal department, Department of Interdisciplinary Studies in Human Ecology to Department of Civil Society and Community Studies (CSCS), in the School of Human Ecology. Presenter: Wendy Way, associate dean, School of Human Ecology. UAPC Doc 2014.05.08.07

Dean Way and Professor Brian Christens explained that this request is being made because the unit is looking for a name that is more descriptive than the current name and Civil Society and Community aligns with those being used to describe programs nationally. The change has been discussed with graduate students, prospective students, external organizations and constituents and all feel this is the name that best describes the program.

L.D. Oakley asked for clarification about what this subject area would include. Prof. Christens explained that this is an interdisciplinary action oriented program. Faculty are oriented toward non-profit and community organizations and are in disciplines like sociology and urban planning.

11. Establish a new course subject listing, Civil Society and Community Studies, associated with the renamed Department of Civil Society and Community Studies, School of Human Ecology. Presenter: Wendy Way, associate dean, School of Human Ecology. UAPC Doc 2014.05.08.07

Human Ecology plans to retain interdisciplinary subject listing and create a new listing for courses offered by the Department of Civil Society and Community Studies. All existing courses that pertain to this program would be migrated. Most schools and colleges at the university have this interdisciplinary subject listing for courses that serve other purposes in the curriculum.

Moved:
- rename BS Interior Design to BS Interior Architecture, Department of Design Studies
- rename BS Textile and Apparel Design to BS Textiles and Fashion Design, Department of Design Studies,
- rename the internal department, Department of Interdisciplinary Studies in Human Ecology to Department of Civil Society and Community Studies
- establish a new course subject listing, Civil Society and Community Studies, associated with the renamed Department of Civil Society and Community Studies, School of Human Ecology.

(Chen), Seconded (Aldag) Approved unanimously.
DISCUSSION ITEMS

12. Trends in Certificate Programs. Presenter: Jocelyn Milner, director of Academic Planning and Institutional Research. Following up on the discussion at the March and April UAPC meetings, there will be a review and discussion of trends related to certificate programs. Council was interested in questions about proliferation of certificates, time-to-degree concerns, trends in multiple awards, low enrollment certificates, and overlap among certificate programs. UAPC Doc 2014.05.08.08

J. Milner invited University Registrar Scott Owczarek to describe some developments since the April UAPC discussion about certificates. After discussion the Office of the Registrar staff have determined that they now have technical capabilities to use the electronic declaration process that exists for majors for undergraduate certificates. This would allow for better planning by students, by programs, and better tracking. It will also potentially ease workload associated with tracking requirement completion. This presents an opportunity for the RO to work proactively to streamline processes and help the schools and colleges. The RO will work with current encoders for the degree audit system to insure the accuracy of coding.

There was discussion about a handful of existing certificates have requirements that are not readily machine encoded, which is a requirement for new certificate programs according to the approved guidelines. Such cases require that exceptions are made routinely for students. Although these handful of existing certificate programs will be allowed to continue, for the electronic, automated processes to work then going forward the requirement that certificates are machine-encodable will need to be enforced. An example of a certificate program that is not readily encoded is one that is always designed specifically for the individual student. For example the Afro American Studies certificate is 100% customized.

In further discussion points were raised about certificates being intended to be complimentary to the main credential being earning which is the degree and major. It is not intended to have the same role as the major. While there is interest in reducing the overhead costs associated with certificates there needs to be a balance with student learning considerations. Given the growth in certificates, especially in L&S attention needs to be paid to the impact workload and resource expenditures especially in student support service areas; certificate programs are not resource neutral.

Provost DeLuca observed that in addition to points raised about undergraduate certificates, many of the graduate certificates and capstones were low-enrollment programs that are not being well-used. A plan may need to be developed to prune this list.

In the course of the discussion Dr. Milner identify a set of principles that the UAPC would ideally endorse to support the implementation of the fully automated, electronic certificate declaration arrangements for undergraduates by the Office of the Registrar. These principles would be brought back for formal endorsement at the June UAPC meeting.

1. The UAPC affirms the expectation stated in the certificate policy guidelines that all certificates will have requirements that are structured so that they are readily encoded in
the degree audit system, and that going forward all newly proposed certificate programs will be so structured. (Existing certificates that are not encodable in the degree audit system will be encouraged to make revisions, but will not be required to change.)

2. The Office of the Registrar will take the lead on efforts at encoding undergraduate certificate program requirements in the degree audit system. The Office of the Registrar will work in collaboration with the schools/colleges and programs, with the expectation that over time, all certificate coding will be housed in the Office of the Registrar.

3. The Office of the Registrar will become responsible for validating the completion of ("clear") all undergraduate certificate programs at the time that degrees are awarded.

4. In the newly established process, students will be encouraged to actively declare the certificate when they begin to pursue the certificate and to cancel their declaration if they decide not to complete it.

5. With this implementation, the awarding of certificates should not delay the awarding of a degree; degree/major credentials remain the primary awards and the focus of the academic experience. Students pursuing a certificate will be encouraged to declare and undertake a certificate sufficiently early in their undergraduate career to be able to finish it prior to or coincident with completion of degree/major requirements.

6. As part of the implementation of this undertaking, the Office of the Registrar will develop a communication and training program for colleagues across campus in schools/colleges and departments to support this effort.

13. Annual Report on Student Learning Assessment. Presenter: Mo Noonan Bischof, associate vice provost and co-chair of the University Council on Academic Affairs and Assessment (UCAAA). The report will be distributed at the meeting.

Mo Bischof presented the annual report on student learning assessment. Bischof introduced Regina Lowery who was recently hired to be the assessment coordinator.

Mo Bischof presented the annual report on student learning assessment. Bischof introduced Regina Lowery who was recently hired to be the assessment coordinator.

The University Assessment Council supports school and college assessment efforts. An assessment plan was put in place in 2003 and will be revised this summer. Every academic program has learning outcomes and engages in at least one learning assessment activity each year. There is an assessment fund which allocates up to $100,000 each year to be used by units to boost their assessment plans and assessment activities.

The VALUE rubric project, led by Mo Bischof and Jocelyn Milner explored this approach as a direct measure of student learning. They collected more than 450 samples of student writing and evaluated them using the written communication VALUE rubric. The results of the project enriched the understanding of faculty involved across divisions and disciplines. This was a complex and resource-laden project but the faculty were very engaged and are interested in adapting this to a programmatic level tool.

How do we better communicate and report on assessment? This is a complex institution and we are looking at electronic systems that programs could use for reporting. Some schools and colleges have homegrown systems. The UCAAA is working with APIR and the Vice Provost for Teaching and Learning to find a solution that can be used across campus.

There are a variety of projects on campus that demonstrate that learning on this campus is hitting some of the benchmarks that have been set. MIU and EI both have strong assessment
requirements and impacts. EI has a number of projects where faculty are looking at how learning is happening.

14. Annual Report on Undergraduate General Education. Presenter: Elaine Klein, assistant dean, Letters & Science, and chair of the Undergraduate General Education Committee. UAPC Doc 2014.05.08.09

Elaine Klein, chair of the Undergraduate General Education Committee, presented the annual report on undergraduate general education. L&S serves as the trustee for the general education requirements because it teaches the majority of the courses that fall into these areas. (Staff note: The University General Education Committee is a “daughter” of the UAPC, which holds formal governance authority for general education policy, and reports annually to the UAPC.)

The committee recently completed project to assess student learning in the ethnic studies area. The survey found that students should be encouraged to complete the requirement within the first 60 credits of their undergraduate career. The initial policy that created the ethnic studies requirement included a recommendation that students complete the requirement early but this was never defined. This recommendation will be discussed again at the September 2014 UAPC meeting.

Meeting adjourned at 4:02 pm.