

**University Academic Planning Council
Annual Report to the Faculty Senate
1999-2000**

Functions

The University Academic Planning Council (UAPC) meets regularly to advise the chancellor and provost on major program decisions, long term academic plans, and associated campus development and budgetary policies. It addresses university academic issues and provides for faculty participation in long range planning; assures that appropriate review and consideration is given to requests for new programs and the implementation of proposals for new majors, degrees, schools or colleges; makes recommendations concerning the establishment or discontinuation of departments; and makes recommendations concerning the evaluation and review of academic programs.

The UAPC meets once a month during the academic year and as needed during the summer. Both outgoing members and new members attend summer meetings to provide for continuity. Meeting notes are available for all UAPC meetings.

Activities and Issues

Policy and Planning Discussions During 1999-2000

The UAPC addressed the following topics during the past year.

- Council conducted its annual review of developments in the general education requirements. Council approved a policy that second-degree candidates whose first college matriculation date was May 20, 1996 or after be required to meet the UW-Madison general education requirements and that this be a university-wide requirement. In addition, Council received progress reports on the assessment of the general education requirements from the respective chairs of the Communications Requirement Assessment Committee (Professor Denise Solomon, Communication Arts), and the Quantitative Reasoning Assessment Committee (Professor Joel Robbin, Mathematics).
- The UAPC concluded a discussion of grading issues that was continued from the previous year. Council recommended that deans be provided with annual reports on section-to-section grading variation for review and action where appropriate.
- Council reviewed UW-Madison enrollment numbers, enrollment targets, and received a report from the UW System Administration on the system-wide enrollment management plan.
- Council reviewed the annual report to the Regents on program reviews conducted in 1998-1999.
- Council discussed the issue of expansion of professional doctorates as the entry-level degree for some professions.
- Council reviewed classroom utilization patterns and classroom scheduling policies and considered various policy alternatives to support the existing policies and improve utilization of the existing classroom space.
- Council reviewed the undergraduate student satisfaction survey and discussed specific issues arising from that review – advising, difficulty getting into courses, and taking more than 4 years to complete a degree.

Recommendations Developed

Classroom Scheduling and Classroom Utilization Policies

Classroom Scheduling: The UAPC reviewed classroom utilization patterns and classroom scheduling policies and considered various policy alternatives to support the existing policies and improve utilization of the existing classroom space. The UAPC approved the following resolutions related to standard class hours and 75-minute periods.

Resolved: The UAPC recommends that the University Committee consider modifying the current standard class hour schedule to accommodate additional 75-minute time slots.

Currently 75-minute time slots can only be scheduled at specified hours unless a Provost's exception is obtained. For certain 75-minute time slots, especially Tuesday and Thursday at 11:00 am, the number of classes scheduled make use of essentially all existing classrooms. The Timetable and Classroom Scheduling office (Registrar's Office) and the Space and Remodeling Policies Committee (the Space Management Office) should be involved in determining the specifics of these changes.

Resolved: Further, the UAPC recommends that the University Committee consider the implications of, and if appropriate adopt, a revised standard class hour schedule within which all periods would allow for all 75-minute classes; 50-minute classes would then fit within the longer periods. The Timetable and Classroom Scheduling office and the Space and Remodeling Policies Committee should be involved in determining the specifics of these changes.

Provost John Wiley forwarded these motions to the University Committee for consideration with the recommendation that the University Committee first consider if, from a pedagogical perspective, the university should encourage 75-minute periods. If this is not an academic policy the university should pursue, then it is unnecessary to devise alternatives to the current standard schedule. If this is an issue for further consideration, then experts from the Timetable and Scheduling Office and the Space Management Office should be consulted for the development of specific scheduling alternatives.

Classroom Utilization: The UAPC reviewed the Classroom Scheduling Policies formulated by the Space and Remodeling Policies Committee in 1997. The purpose of the following recommendations is to support efforts to make effective use of existing classroom space. Wiley forwarded the following UAPC affirmation of the policies to this committee.

Resolved: The UAPC recommends that the Space and Remodeling Policies Committee (SRPC) reaffirm the substance and philosophy of the Classroom Scheduling Policies developed and approved in 1997. Specifically the UAPC endorses: a) the consistent application of these policies to both general assignment and departmental classrooms; b) more conformity to the policies requiring even spreading of hours over the available time-day patterns. (More even spreading of class scheduling across all time-day patterns could reduce the total number of classrooms needed on campus and could reduce student scheduling conflicts).

Resolved: The UAPC recommends to the Space and Remodeling Policies Committee (SRPC) that their policies on classroom utilization be enforced so that classrooms utilized less than 20 hours per week for three consecutive semesters be considered for alternative use (starting in Fall 2000). This possibility was originally recommended in the Space and Remodeling Committee's 1997 review of classroom scheduling policies. Once such classrooms are identified, the Space Management Office, Timetable and Classroom Scheduling, and deans' and directors' would consult to identify the best alternative uses of these classrooms.

Resolved: The UAPC recommends to the SRPC that they designate a few multimedia classrooms for use by courses in which such a classroom is needed only once or twice a semester. Currently all classrooms are scheduled on an all-semester basis. The change would apply to classrooms that will be equipped for multimedia use in the next few years and not to currently available multimedia classrooms.

These recommendations were transmitted to the Space and Remodeling Policies Committee.

(continued)

Undergraduate Advising

To follow up on what students say about advising on the Undergraduate Student Satisfaction survey, conducted by Professor James Sweet and the UW Survey Research Center, Wiley asked the Council on Academic Advising (CAA) to review and report on the Chancellor's advising initiatives formulated in 1994. The UAPC has requested a report on how effectively and extensively these initiatives have been implemented.

Resolved: The UAPC recommends that the Council on Academic Advising (CAA) review the following 1994 initiatives on advising, determine if they have been implemented effectively and advise the UAPC regarding their continued importance and steps for full implementation. A report to the UAPC is requested by December 2000.

Specific 1994 initiatives to review are:

- A. "Every entering student should be assigned to a specific academic advisor." (The CAA is urged to consider both whether advisors are being assigned and if so whether students are aware of the assignments.)
- B. "Students will be expected to seek advising at least three times in the first year, starting with SOAR, in the fall before spring registration and in the spring before fall registration. First year students are also encouraged to seek advising between the 4th and 10th weeks to discuss problems in progress."

Taking More than Four Years to Complete an Undergraduate Degree

The UAPC discussed issues related to the length of time students take to complete a degree. Although the average time-to-degree for undergraduates has been constant at about 4.3 years for two decades, the "myth" that time to degree has increased continues to flourish, and the issue continues to be of considerable concern. The UAPC reaffirmed their role in ensuring that undergraduates could reasonably complete new degree programs in 4 years with the following resolution:

Resolved: As part of their review of new undergraduate program proposals, the UAPC will examine whether proposals make it clear how students can complete the degree in four years or in a timely fashion if more than four years are necessary.

UAPC guidelines for new program approval have been amended to reflect this policy.

In reviewing the time-to-degree issue, the UAPC also noted that we have never had any "statute of limitation" on the time-to-degree for undergraduates of the kind that is imposed by the Graduate School on students who have passed preliminary examinations. After considerable discussion about implementing some kind of policy for undergraduates, the UAPC passed the following recommendation and it was transmitted to the University Committee:

Resolved: The UAPC recommends that the policy on completing an undergraduate degree be changed so that students have eight years after declaration of the major in which to complete their major under the original requirements (e.g. those in effect at the time they declared a major). Otherwise, they must complete the current major requirements.

Currently, if an undergraduate student drops out of the university, he/she can re-enter and complete either the degree requirements in place at the time of re-entry or the requirements that were in place when they initially entered/declared a major. (Re-entry is sometimes twenty years or even more after the major was originally declared.) The new proposed eight-year limit would apply to continuously enrolled students, as well as re-entry students, although the former are much less likely to take particularly long periods to receive a degree.

(continued)

The UAPC considered in some detail whether there a time-limit policy should apply to the time to complete the degree requirements, the major requirements, or both. As indicated above the Council decided it would be best to consider a limit completing the requirements for the major. Reasons included the thinking that it was not reasonable to ask returning students to complete degree requirements, for example an ethnic studies or general education requirement, that were not in effect when they entered. However, it did make more sense to encourage up-to-date requirements for a major, since many, such as computer science and molecular biology, need to be current. Therefore, it is important to note that the UAPC recommendation applies only to the major requirements, not the degree requirements. Also, as with all academic rules, the UAPC expected that this one would be subject to deans' exceptions in special cases.

Wiley asked the University Committee to consider if this limitation is one that they would support. If yes, the specifics of implementation would need to be established by the Registrar's Office, the deans' offices, and others who might be affected would establish. Also, as with all academic rules, this one would be subject to deans' exceptions in special cases.

Academic Program Changes From July 1999 through June 2000

The University Academic Planning Council considered and recommended the formal academic actions and changes presented below. Frequently, in the course of discussing the new programs and program changes listed below, the UAPC discussed broader academic planning issues as a context for these approvals.

Note: Requests and proposals related to graduate programs are reviewed and approved by the Graduate Faculty Executive Committee and ratified by the University Academic Planning Committee. This policy, established in 1997, streamlines the former process of having two campus-wide committees scrutinize academic program changes to graduate programs.

Majors and Degrees:

- Approved the entitlement to plan a Master of Fine Arts in Creative Writing.
- Approved the entitlement to plan an undergraduate major in Religious Studies
- Approved the entitlement to plan a Ph.D. in Second Language Acquisition.
- Approved the authorization to implement an M.A. in Russian, East European, and Central Asian Studies.
- Approved the authorization to implement a "Professional Master of French Studies" degree in French Studies (a capstone program).
- Approved the five-year joint review of the MS/MBS in Business: Distribution Management and the continuation of the program, and approved the proposal to change the name of the major to Business: Supply Chain Management.
- Approved the five-year joint review of the B.S. in Materials Science Engineering and the continuation of the program.
- Approved the five-year joint review of the Doctor of Pharmacy degree program and the continuation of the program.
- Approved renaming the undergraduate major "International Relations" to "International Studies". The numerous options under this major were reorganized into 4 options: Global Economy, Global Security, Global Environment, and Culture in an Age of Globalization.
- Approved renaming the program, undergraduate major (BA, BS and BSE degrees), and graduate major (MA degree) in "Latin American and Iberian Studies" were all renamed "Latin American, Caribbean, and Iberian Studies".
- Approved renaming the graduate major (M.S. and Ph.D. degrees) in "Oceanography and Limnology" to "Limnology and Marine Science". The program name and Ph.D. Minor names are also changed.
- Approved renaming the undergraduate major "General Home Economics" to "Human Ecology". The degree associated with the major Bachelor of Science-Home Economics was renamed Bachelor of Science-Human Ecology.

(continued)

- Approved renaming the undergraduate major “Child and Family Studies” to “Human Development and Family Studies”. The corresponding degree, Bachelor of Science - Child and Family Studies, was also renamed Bachelor of Science - Human Development and Family Studies.
- Approved the discontinuation of the graduate program in "Human Cancer Biology".
- Approved the discontinuation of the Ph.D. program in "Developmental Biology".
- Approved the discontinuation of the undergraduate major in "Metallurgical Engineering".
- Approved the discontinuation of the undergraduate major in "Nutrition" (Bachelor of Science - Home Economics.)
- Approved the discontinuation of the undergraduate major in "Dietetics” associated with the Bachelor of Science - Home Economics degree.
- Approved the discontinuation of the undergraduate major in "Foodservice Administration".
- Approved the discontinuation of the undergraduate major in "Greek".
- Approved the discontinuation of the undergraduate major in "Music: Theory".
- Approved the discontinuation of the undergraduate major in “Computer Science and Statistics”.

Sub-majors and Options

- Approved a Cytotechnology option under the undergraduate major Clinical Laboratory Sciences.
- Approved the Business Honors in the Liberal Arts (BHLA) program. Students completing the program will be awarded the designation Bachelor of Business Administration with Honors in the Liberal Arts.
- Approved renaming the undergraduate specialization Distribution Management to Supply Chain Management (associated with the Bachelors of Business Administration degree).
- Approved restructuring the options in the graduate major Human Ecology (MS and PhD) into three new options: Human Development and Family Studies, Consumer Behavior and Family Economics, and Design Studies.

Certificates

- Approved the undergraduate certificate in Athletic Training.
- Approve the certificate in Prevention and Intervention Science for graduate students and for special students.
- Approved the Capstone Certificate in Public Affairs.
- Approved the graduate Certificate in Teaching and Learning Scholarship in Higher Education

Departments

- Approved renaming the Robert M. LaFollette Institute of Public Affairs to the Robert M. LaFollette School of Public Affairs.
- Approved renaming the Department of Agricultural Journalism to the Department of Life Sciences Communication.

Centers and Institutes (see <http://wiscinfo.doit.wisc.edu/obpa/uapc.htm> for a current list of approved centers)

- Approved the establishment of the Wisconsin Center for the Advancement of Post-Secondary Education (WISCAPE).
- Approved the establishment of the Center for the Humanities.
- Approved renaming the Grainger Center for Distribution Management to The Grainger Center for Supply Chain Management.
- Approved renaming the Center for Human Performance in Complex Systems to the Center for Human Performance and Risk Analysis.

(continued)

Future Issues

The UAPC will continue to address issues relevant to its mission of advising the chancellor and provost on university academic program issues. These issues are likely to continue to include overseeing program review policies and the general education requirements; monitoring enrollment management and enrollment projections; advising on some budgetary issues; and reviewing academic policies, for example academic advising issues.

Summary

In 1999-2000 the UAPC addressed academic issues relevant to many aspects of its mission as defined by Faculty Policy and Procedures. Those issues include the continuing implementation of the general education requirements, policies that relate to academic advising and time to degree for undergraduates, classroom utilization and classroom scheduling patterns, and other academic issues. As part of its responsibility for "appropriate review and consideration of requests for new programs", the council acted on a large number of academic program proposals as listed above.

University Academic Planning Council Membership 1999-2000

David Ward, Chancellor

John Wiley, Provost and Chair

Virginia Hinshaw, Dean of the Graduate School

Phillip R. Certain, Dean of the College of Letters and Science, Administrative representative

Ron Schultz, Budget Planning and Analysis Joint Subcommittee

Mary Behan, University Committee representative

Kathleen Zweifel, Academic Staff Executive Committee representative

Kate Kalil, Biological Sciences

Tino Balio, Humanities

Philip Brown, Physical Sciences

Charles Snowden, Social Sciences

Paul Boyer and Sherry Reames, University Committee appointees

Patricia Becker and Erhard Joeres, University Committee appointees to UAPC and Campus Planning Committee

Mary Larson, Associated Students of Madison representative, non-voting