

UNIVERSITY ACADEMIC PLANNING COUNCIL  
ANNUAL REPORT FOR 2008-2009

**I. Functions**

The University Academic Planning Council (UAPC) meets regularly to advise the provost on major program decisions, long-term academic plans, and related developments. It addresses university academic policy issues and provides for faculty, staff, and student participation in academic planning; assures that appropriate review and consideration are given to proposals for new majors, degrees, or certificates; makes recommendations on proposals to establish, change, or discontinue departments, centers, and center-like units; makes recommendations concerning the evaluation and review of academic programs; makes recommendations for policy related to new program development, program review, program array, and related issues; and provides oversight for the general education requirements.

The UAPC meets once per month during the academic year and as needed during the summer months. In 2008-09, the UAPC met seven times: October 16, 2008; December 18, 2008; February 19, 2009; March 12, 2009; April 16, 2009; May 14, 2009; and June 18, 2009. Agendas and minutes for UAPC meetings are available from the Office of Academic Planning and Analysis.

**II. UAPC Policy and Planning Discussions, Including Recommendations Developed or Adopted**

*A. Annual Report from the Undergraduate General Education Committee (UGEC)*

Nancy Westphal-Johnson, associate dean in Letters and Science and chair of the UGEC, presented the report. She was joined by Elaine Klein, assistant dean in Letters and Science, and Charles Halaby, professor of sociology and associate dean for social sciences, who are also members of the UGEC. The General Education Research Committee is chaired by Prof. Halaby. The UGEC has adopted a new five-year plan for assessment and review of the general requirements, to succeed the previously completed plan. Halaby presented his study of the effectiveness of the Communications A requirement. Findings showed that students who had taken a course that met the Comm-A requirement had significantly higher self-reported gains in communication skills compared to students who had not yet taken the required course. The UGEC had no policy issues for the UAPC to consider for formal action. It was reported that general education requirements and the research and evaluation of the effectiveness of general education over the past decade will receive substantial scrutiny as part of the university's reaccreditation site visit in April 2009. More detailed information is available at the UGEC web site:  
<http://www.ls.wisc.edu/gened/FacStaff/implementation.htm>.

*B. Annual Report on Program Review and Low Enrollment Majors*

Jocelyn Milner, director of Academic Planning and Analysis, presented the annual report on program review and low-enrollment majors. The report includes a review of the program review process, the UAPC policy document on program review and low enrollment programs, a list of programs that have not been reviewed in the past ten years, and portions of UW-Madison's annual program review report to UW System Administration. In spring 2008 the council asked for new program review guidelines to be drafted for their review that would include as elements of the review process a focus on the framework of the Wisconsin Experience and Essential Learning Outcomes. Those guidelines are still being developed, and progress is a priority for the UAPC's work in 2009-10. Low enrollment programs were discussed in the context of system-wide attention to the program array. For more about program review see  
[http://apa.wisc.edu/acad\\_plng\\_ProgramReview.html](http://apa.wisc.edu/acad_plng_ProgramReview.html).

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### *C. Joint Review Procedures*

As required by Board of Regent policy, joint reviews are conducted approximately five years after the initial implementation of a new program. The purpose of these reviews is to evaluate the extent to which a new program is meeting the goals outlined in the program proposal; it is the last step in the new program approval process. It is referred to as a joint review because the review is conducted jointly by UW-Madison and UW System Administration. Some recent changes in the system-level guidelines for conducting joint reviews required UAPC discussion of how those changes would be implemented at UW-Madison. The first change removes the requirement that joint reviews are accompanied by letters from external evaluators and defers to institutional policy on this point. UAPC members discussed the value of these letters and concluded they added little to the process at UW-Madison. The self-study is prepared by the program faculty and reviewed by the school/college academic planning council. After that it is reviewed by a five-member review committee chaired by a UAPC member. A report on the self-study is made to the UAPC and, in the case of graduate programs, also to the Graduate Faculty Executive Committee. Dozens of UW-Madison faculty have an opportunity to participate in the joint review process. UAPC members who had chaired joint review committees opined that the external letters add little given the breadth of campus review. The consensus of the council was that these letters are not usually helpful and need not be sought on a regular basis. However, the opportunity to request external evaluations should be available if deemed necessary by the review committee. The second change relates to the role of a representative from UW System Administration (UWSA). UWSA used to require that a representative participate in the review committee, but they have relaxed this requirement. The consensus of the UAPC was that a UW System representative should be invited to participate, and that their participation would depend on their interest in doing so and their ability to commit to the UW-Madison meeting schedule. Formal guidelines documenting the overall process and these points will be developed by the UAPC in 2009-10.

### *D. Trends in Certificate Awards*

The council reviewed an analysis of trends in certificate awards, with a special focus on low-enrollment certificate programs. Certificates are the fastest growing type of credential offered by UW-Madison. Sixty-three certificate programs were active in 2007-2008 and 742 certificates were awarded. Just five certificate programs account for half of the certificates awarded. In contrast, most of the certificate programs make few or no awards in a given year: about 40 certificate programs awarded fewer than three certificates a year; for half of those, no certificates were recorded in 2007-2008. At the request of the council, Jocelyn Milner, director of Academic Planning and Analysis, collected information from deans' offices on the certificate programs that appear to be unused and provided a follow-up report. For some certificates, the number of certificates awarded was under-recorded because information on students who had earned certificates had not been reported to the Registrar's Office. Deans' offices also reported that several certificate programs were unused or under-used and were being considered for discontinuation or renewal. Certificate trends will be reviewed again in 2009-2010.

### *E. Obsolete Courses and the Course Proposal Process*

Interim Provost Julie Underwood initiated a discussion of the course proposal process and the program proposal process, how the two intersect, and ways that the processes might inform each other more actively. Jocelyn Milner, director of Academic Planning and Analysis, Lori Hayward, staff to the divisional committees, and Lori Sebranek, assistant registrar for Curricular Services, provided information and answered questions. Course proposals move from the proposing department to the departmental curriculum committee or equivalent, to the school/college curriculum committee or equivalent, and then to

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the relevant divisional committee. When appropriate, the University General Education Committee also considers courses for general education designations, and Letters and Science reviews undergraduate courses for breadth designations. Each divisional committee has its own processes and conventions for reviewing and approving courses. UAPC members lamented the paperwork burden associated with the course proposal process, the apparent focus on detail rather than substance, and the length of time that is sometimes necessary for even simple course changes to be implemented. Because of the complexity of the course array and ripple effects, there is often re-work and even substantial amounts of clean up and alignment when an approved course or course change reaches the Office of Curricular Services for implementation. A related issue is the large number of courses at UW-Madison that are on the books but that haven't been taught in many years – a fall 2008 review showed that 35% of the university's 13,600 courses have not been taught in the past five years. A review of those courses was initiated in spring 2009. The difficulties associated with getting a new course approved were cited by council members as a primary reason for the reticence to discontinue such courses. UAPC members supported a review and realignment of course approval processes. Provost Underwood asked Jocelyn Milner, Lori Sebranek and Lori Hayward, along with Aaron Brower, vice provost for teaching and learning, to work together to advance improvements in the course approval process.

#### F. *Professional Doctorates*

In spring 2007 the UAPC discussed issues related to an emerging class of clinical/professional doctorates (see 2006-2007 UAPC report). The UAPC endorsed a proposal to convene a study group to examine issues related to the implementation of professional doctorates at UW-Madison. The study group worked through the 2007-2008 academic year and completed a report in April 2008. The study group reported to the UAPC at the May 2009 meeting. (For the full report see [http://apa.wisc.edu/Program\\_Review/ClinProfDoctorates.html](http://apa.wisc.edu/Program_Review/ClinProfDoctorates.html).) The UAPC focused discussion on the respective roles of the Graduate School and the schools and colleges in coordinating professional doctoral education. These issues have a history on this campus that dates back more than a decade to when the Doctor of Pharmacy was first proposed. The implementation of the Doctor of Audiology program (approved in 2003) was another case. The proposed Doctor of Nursing Practice (DNP) is also an example of the professional doctorate. When the proposal to initiate planning was advanced in 2007, the Graduate School initially declined to consider the DNP as a graduate program. With further consideration and in view of evolving thinking at the institutional level and changes in definitions of doctoral programs at the national level, the Graduate School's perspective has shifted. The Graduate School now recognizes a continuum of doctoral programs from the classical research-based PhD through to professional doctorates that are aligned with advanced professional practice education. Thus, the Doctor of Nursing Practice was approved as a graduate program by the Graduate Faculty Executive Committee and will be administered in a manner similar to other graduate programs. The Graduate School is working to conceptualize support and quality standards for the full range of doctoral programs under their purview.

#### G. *UAPC Membership*

UAPC members reviewed the description of the UAPC as specified in *Faculty Policies and Procedures* 6.52. The focus of the discussion was on membership. The UAPC requested that the University Committee discuss making the student member a voting member. The UAPC also requested that the University Committee discuss the need to continue the Budget Planning and Analysis Joint Subcommittee, in consultation with the Academic Staff Executive Committee. UAPC members see the joint subcommittee as substantially redundant with functions of the University Committee, with the exception that it provides for representation of ASEC in a way that the University Committee efforts on budget matters do not. The University Committee reported to the UAPC that they initiated a discussion of these requests in spring 2009 and would continue them in fall 2009.

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### **III. Academic Program Changes Approved, July 2008 through June 2009**

The University Academic Planning Council considered and recommended the formal academic actions listed below. Frequently, the UAPC considers these formal academic actions in the context of broader academic planning discussions. In 2008-2009, those broader discussions included discussions about professional doctorates, the way joint reviews are conducted, and trends in certificate awards.

New programs undergo a review at both the authorization stage and at the joint review stage. These review committees are chaired by UAPC members. In 2008-2009 a total of nine reviews were completed. This is an unusually high number and required that each continuing UAPC member and one new member be appointed to chair one or two review committees.

#### *A. Majors and Degrees*

##### Authorization to Implement

Master of Physician Assistant Studies, PA Program, Department of Family Medicine, School of Medicine and Public Health (approved by Regents, May 2009)

BS-Community and Nonprofit Leadership, Department of Interdisciplinary Studies, School of Human Ecology (approved by Regents, May 2009)

BS-Personal Finance, Department of Consumer Science, School of Human Ecology (approved by Regents, February 2009)

PhD Clinical Investigations, Institute for Clinical and Translational Research (ICTR) in the School of Medicine and Public Health, partnering with the School of Nursing, the School of Pharmacy, the School of Veterinary Medicine, and the College of Engineering (approved by Regents, May 2009)

Doctor of Nursing Practice, School of Nursing (Regent approval anticipated, September 2009)

##### Joint Reviews Completed

MS-Biotechnology, Department of Physiology, School of Medicine and Public Health

BA/BS in Religious Studies, Religious Studies Program, College of Letters and Science

BA/BS in Jewish Studies, Mosse/Weinstein Center for Jewish Studies, College of Letters and Science

Master of Engineering, College of Engineering

##### Discontinued

BS-Physician Assistant, PA Program, Department of Family Medicine, School of Medicine and Public Health

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Renamed/Restructured

MA-Library and Information Studies off-campus instructional site in Illinois will be discontinued. (The UW-Madison-based and distance education version of the program will continue.) School of Library and Information Studies, College of Letters and Science.

Master of Legal Institutions (Legal Institutions major) transferred from the Graduate School to be wholly administered by the Law School.

Master of Legal Institutions renamed to Master of Laws, to be abbreviated LLM. Law School.

Undergraduate and graduate programs in Rural Sociology (BS and MS) renamed Community and Environmental Sociology, Department of Community and Environmental Sociology (also being renamed), College of Agricultural and Life Sciences.

Pre-Dietetics plan code approved for students seeking admission to the BS-Dietetics (Nutritional Sciences major), Department of Nutritional Sciences, College of Agricultural and Life Sciences.

Doctor of Audiology, action to formally record extension to name as “Consortial Program with UW-Stevens Point,” Department of Communicative Disorders, College of Letters and Science.

Social Work, action to formally record extension to major name as “CSWE-Accredited,” School of Social Work, College of Letters and Science.

Admissions Suspended

BS-Clinical Laboratory Sciences, School of Medicine and Public Health

B. *Options and Sub-majors*

New

Master of Social Work part-time program options: Option: Part-time Madison; Option: Part-time Eau Claire. The Eau Claire part-time option approval was accompanied by an approval for the off-campus program site. Approval for the off-campus program site from UW System Administration was confirmed in January 2009. Approval from the Higher Learning Commission was confirmed in May 2009. School of Social Work, College of Letters and Science.

Executive LLM (Thammasat) option, within the Master of Laws (major Legal Institutions), East Asia Legal Studies Center, Law School

Executive LLM (Doshisha) option, within the Master of Laws (major Legal Institutions), East Asia Legal Studies Center, Law School

Renamed/Restructured

Undergraduate major in International Studies. Option: Global Economy renamed Politics and Policy in the Global Economy; Option: Global Environment renamed Global Commons/Global Environment, International Studies Program, College of Letters and Science.

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C. *Certificates*

New

Certificate in Integrated Studies in Science, Engineering, and Society (for undergraduates). Robert F. and Jean E. Holtz Center for Science and Technology Studies, College of Letters and Science.

Certificate in Engineering Risk, Uncertainty, and Decision Analysis (for undergraduates), College of Engineering

Certificate in Consumer Health Advocacy (graduate level), Law School

Certificate in Southeast Asian Studies (for undergraduates), Center for Southeast Asian Studies, College of Letters and Science

Certificate in Type 2 Translational Research (capstone, graduate, and professional versions), Institute for Clinical and Translational Research, School of Medicine and Public Health

Certificate in Cytotechnology (for special students), School of Medicine and Public Health

Certificate in German (for undergraduates), Department of German, College of Letters and Science

CALS International Certificate (for undergraduates), College of Agricultural and Life Sciences

Certificate in Engineering for Energy Sustainability (for undergraduates), Energy Institute, College of Engineering

Discontinued

Capstone Certificate in Clinical Investigation, School of Medicine and Public Health

Graduate Certificate in Clinical Investigation, School of Medicine and Public Health

Capstone Certificate in Public Affairs, LaFollette School for Public Affairs, College of Letters and Science

D. *Academic Departments*

Renamed/Restructured

Geology and Geophysics renamed Geoscience, College of Letters and Science

Rural Sociology renamed Community and Environmental Sociology, College of Agricultural and Life Sciences

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E. *Course Subject Listings (Timetable Departments)*

Established

Dermatology, within the Department of Dermatology, School of Medicine and Public Health

Renamed/Restructured

Women's Studies renamed Gender and Women's Studies, within the Department of Gender and Women's Studies, College of Letters and Science

Geology and Geophysics renamed Geoscience, within the renamed department of Geoscience, College of Letters and Science

Rural Sociology renamed Community and Environmental Sociology, within the renamed Department of Community and Environmental Sociology, College of Agricultural and Life Sciences

F. *Centers and Institutes*

Established

Center for Journalism Ethics, School of Journalism and Mass Communication, College of Letters and Science

Modified Asphalt Research Center, Department of Civil and Environmental Engineering, College of Engineering

Renamed/Restructured

Center for the Study of Cultural Diversity in Healthcare renamed Collaborative Center for Health Equity (CCHE), School of Medicine and Public Health

**IV. Future Issues**

The UAPC will continue to address issues relevant to its purpose of advising the chancellor and provost on university academic program issues. These issues are expected to continue to include overseeing program review policies, general education requirements, monitoring assessment of student learning, and reviewing academic policies. Topics for 2009-2010 include a discussion of the findings of the HLC reaccreditation site visit held in April 2009, revised program review guidelines and joint review guidelines, comment and advice on new developments related to the process for approval of course proposals, trends in certificates and other awards, and oversight of the review of the centers list as required every five years.

**V. Summary**

In 2008-2009 the UAPC addressed academic issues relevant to many aspects of its purpose as defined by *Faculty Policy and Procedures*: program review, joint reviews, general education, reaccreditation, trends in certificate programs, the emergence of professional doctorates, obsolete courses, and the course proposal process. As part of its responsibility for appropriate review and consideration of requests for new programs, the UAPC acted on a large number of academic program proposals as listed above. A total of nine review committees were chaired by UAPC members, which was due to an unusually high volume of new program proposals and joint reviews.

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## VI. University Academic Planning Council Membership 2008-2009

### Standing Members

Carolyn “Biddy” Martin (chancellor)  
Patrick Farrell (provost), chair, through December 2008  
Julie Underwood (interim provost), chair, from January 2009  
Martin Cadwallader (dean, Graduate School)

### Administrative Member Appointed by the Provost

Gary Sandefur (dean, College of Letters and Science)

### University Committee Representative

Judith Burstyn, Chemistry

### Academic Staff Executive Committee Appointee

Robin Kurtz, Bacteriology

### Divisional Committee Appointees (Term Expires)

Mark Cook, Animal Sciences, Biological Sciences Division (2009)  
Chris DeMarco, Electrical and Computer Engineering, Physical Sciences Division (2011)  
Gary Green, Rural Sociology, Social Studies Division (2012)  
Jon McKenzie, English, Arts and Humanities Division (2010) (completing T. Schaub’s term)

### University Committee Faculty Appointees (Term Expires)

\*Lisa Forrest, Surgical Sciences (2011)  
Daniel Schaefer, Animal Sciences (2012)  
\*Elliot Sober, Philosophy (2009)  
Wendy Way, Human Ecology (2010)

*\*also a member of the Campus Planning Committee*

### ASM Student Appointee (nonvoting, one-year appointment)

Erik Paulson