

UNIVERSITY ACADEMIC PLANNING COUNCIL
ANNUAL REPORT FOR 2012-2013

I. Functions

The University Academic Planning Council (UAPC) advises the provost on major academic program decisions, long-term academic plans, and related developments (*Faculty Policies and Procedures* 6.52.).

The council:

- provides for faculty, staff, and student participation in academic planning;
- assures that appropriate review is given to proposals for new academic programs (majors, degrees, or certificates) and changes to academic programs;
- makes recommendations on proposals associated with the creation, reorganization, or discontinuation of academic structures (centers/institutes, departments, schools/colleges);
- makes recommendations concerning the evaluation and review of academic programs; and
- provides governance oversight for the general education requirements and for assessment of student learning.

The council also makes recommendations on policy related to all of these areas.

The UAPC meets as often as once per month during the academic year, typically on the third Thursday of the month from 3:30 p.m. to 5:00 p.m., and as needed during the summer months. In 2012-2013, the UAPC met seven times on the following dates: October 18, 2012; December 20, 2012 (via teleconference due to a severe snowstorm); February 21, 2013; March 21, 2013; April 18, 2013; May 9, 2013; June 25, 2013.

Agendas and minutes for UAPC meetings are available from the Office of Academic Planning and Institutional Research and are posted on-line at <http://apir.wisc.edu/uapc.htm>.

II. UAPC Policy and Planning Discussions

A. Educational Innovations

Christopher Olsen, interim vice provost for teaching and learning, and Jeffrey Russell, vice-provost for life-long learning and dean of the Division of Continuing Studies, presented information for discussion on the Educational Innovations initiative. The Educational Innovations initiative is a strategy to leverage new approaches to using our academic resources. Several policy changes or innovations, such as alternative course delivery methods or curricular redesign and new academic programs, may arise out of this initiative. Active components of the EI initiative include applying a strategic approach to summer enrollment, including encouraging more degree-seeking students to complete degree requirements in the summer, increased use of blended learning and flipped classrooms, efforts to increase special (non-degree seeking) student enrollment, and the piloting of MOOCs by UW-Madison faculty in 2013-2014. A number of new master's level degree options and capstone certificates were approved in 2012-2013 under the Educational Innovation initiative.

B. Annual Report on Student Learning Assessment and University Assessment Council Activities

Mo Noonan Bischof, co-chair of the University Assessment Council, presented an annual update on assessment. A plan to update the university assessment plan, which has not been updated since 2008 when the Essential Learning Outcomes framework was added, is in development. Schools and colleges will also be asked to update their plans. The strong history of assessment at UW-Madison, and the importance of assessment in the context of current federal initiatives, was emphasized in the discussion. The UAPC discussed logistics and approaches for assessment across 40,000 students and a large range of student levels and disciplines.

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C. Annual Report on Program Review and Low-Enrollment Majors

This annual report is made in keeping with the UAPC policies on program review and low-enrollment programs. The program review policy requires that all academic programs be reviewed once in a ten-year period and is in support of both a Board of Regents mandate for program review and expectations of the university's accrediting body that regular program reviews be conducted. Low-enrollment programs are defined as those that award five or fewer degrees in a five-year period.

The annual report on program review to UW System administration provided the core of this report, presented by Jocelyn Milner, director of Academic Planning and Institutional Research. Overall, UW-Madison has an estimated 500 academic programs, so about 50 have to be reviewed each year to comply with the requirement that each program be reviewed at least once every ten years. Currently, 35-40 program reviews are completed annually. Consequently a backlog is developing and must be eliminated.

The UAPC program review guidelines were last updated in 2010. In the same year, the Graduate School also updated program review guidelines for graduate programs. It became clear that the two sets of guidelines would be more useful to departments if they were merged into a single set of guidelines. Jocelyn Milner and Kelly Haslam, assistant dean in the Graduate School, collaborated in an effort to merge these guidelines together into one document without creating new policy. UAPC members expressed appreciation for the merged guidelines and formally approved the resulting document that was considered an administrative revision.

D. Changes to UW System/Regent Program Planning and Activity and Revisions to UW-Madison Program Planning Policy and Practice

In August 2012, the Board of Regents approved changes to system/regent program planning and activity guidelines. Jocelyn Milner provided an overview of the changes and presented a proposal that would combine the new system policy with policies and practices established by UW-Madison over the past 20 years. The new process has general similarities to the old guidelines, with two opportunities in the new structure to expedite the process. One way to expedite the approval process will be to allow for the "Notice of Intent" and the full "Authorization Proposal" to proceed through governance in a single cycle, rather than in the typical double-cycle process. The other simplification is that the review of the full authorization proposal, which was required, is now optional. Combined, these changes can reduce what was a two-year process to have a new program approved by the Board of Regents to about six months.

A major change is that while a review five years after new program implementation is still required by system/regent guidelines, it is no longer conducted jointly with UW System administration. This allows for substantial simplification of the five-year review, and the review can be focused on whether the new program is meeting the goals specified at the time of approval.

UAPC approved the proposed guidelines.

E. Annual Report of the Undergraduate General Education Committee (UGEC)

The UAPC receives an annual report from the UGEC because the UAPC authority for oversight of general education is delegated to this committee. Elaine Klein, chair of the UGEC and assistant dean in the College of Letters and Science, and Jim Wollack, professor of educational psychology and research director for assessment of general education, presented the annual report of the UGEC. The UAPC formally accepted the report.

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UAPC members were asked to provide feedback on two main questions: first, on the appropriate process to modify general education requirements, and secondly whether the UGEC should investigate further the possibility of a gap in the general education requirements in relation to an international/global competency requirement.

On the question of process for change, there was consensus that any process for approving major additions to or subtractions from the current requirements would be an iterative process that included study by the UGEC, wide consultation, and eventual formal approval by the UAPC, the University Committee and the Faculty Senate.

On the question of requirements, the UGEC had reviewed requirements in a range of contexts and had identified a possible gap in the UW-Madison requirements around global/international competence. After much discussion, UAPC members collectively stated that if a group were to examine the issue of a global experience general education requirement, the UGEC should be the group that looks into the issue. Further, if the UGEC decides to explore this issue more deeply, then the UAPC will want to enter into discussions with them as the review progresses.

F. Policy for Undergraduate Reentry Enrollment

Joanne Berg, vice provost for enrollment management, and Scott Owczarek, university registrar, presented a proposal to establish a formal policy for undergraduate reentry enrollment. This policy was created through a subcommittee of the Crossroads Committee. The subcommittee was convened in order to improve the process and formalize many of the ad hoc decisions and processes already occurring. The proposed policy will streamline the process of undergraduate reentry by having a student reenter to the same school or college that they were enrolled in at the time of last enrollment. Students would work through that dean's office if the major they were enrolled in previously has been discontinued. This policy will impact about 3% of students who ever enroll and then re-enter the university.

The proposed policy reads:

Any undergraduate who leaves university enrollment must do the following to be readmitted:

1. Complete the "Application for Reentry"
2. Re-enter UW-Madison by enrolling in the school/college in which s/he was last enrolled
3. Re-enter the same academic plan (if the academic plan is no longer available, the student will be referred to the school/college dean's office)
4. Re-enter with the same academic advisor or with the approval of another advisor in the same academic plan or program

If a student desires to change their program of study to another school/college, the process for transfer would begin AFTER the student is readmitted to the school/college s/he was in prior to leaving enrollment. Advice and guidance can be sought about changing majors or programs from the target school/college after the student has been readmitted.

The UAPC approved the policy.

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G. Directed/Independent Study Guidelines for Undergraduates

A set of guidelines for undergraduate directed/independent study was developed in response to a recent realization that no single policy document existed on campus to guide independent/directed study. The primary value of such a document may be in responding to situations in which it appears that one instructor is supervising an improbably high number of undergraduates in directed/independent study. Such guidelines may also be useful to instructors seeking guidance for conducting directed/independent study. Jocelyn Milner and Andrea Poehling, then-divisional committee coordinator and now-secretary of the faculty, compiled drafts and circulated them for review to the Crossroads Committee and schools/colleges. Feedback was collected from each school/college APC or curriculum committee, who discussed a late version of the guidelines and provided suggestions for revisions and a statement of concurrence or endorsement. The ad hoc interdivisional curriculum committee also discussed the versions of the guidelines and provided an endorsement.

The policy is comprised of an assemblage of previously existing policies or guidelines associated with independent/directed study. A few features were added to address emerging issues. One new feature was an explanation of how much directed/independent study work corresponds to a credit. This section was added to meet the spirit of the federally mandated credit definition requirements (established in 2010) and, thereby, to meet accreditation guidelines. To support this, there is a requirement for the student to work with the instructor on a plan of study, which is already a requirement in most schools/colleges. Another new feature is the setting of a 40-credit threshold; an audit will be made of independent study to check for instructors with enrollments of more than 40 credits of directed/independent study.

The UAPC approved the policy guidelines. The policy will be communicated to schools and colleges in fall 2013.

III. Academic Program Changes Approved, September 2012 through June 2013

The University Academic Planning Council considered and recommended the formal academic actions listed below.

A. Majors and Degrees

Notice of Intent

BS-Pharmaceutical Sciences, School of Pharmacy

BS-Physical Education, Department of Kinesiology, School of Education

Authorization to Implement

BS-Pharmaceutical Sciences, School of Pharmacy

Five-Year Review

MS-Agroecology, College of Agricultural and Life Sciences

Master of Public Health, School of Medicine and Public Health

Doctor of Physical Therapy (satisfied by accreditation review), School of Medicine and Public Health

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Phased Out/Discontinued

MA-Economics, Department of Economics, College of Letters and Science (MS will continue)

Major: Business: Accounting (code 004), Master of Business Administration degree, School of Business

Major: Business: Information Systems (code 571), Master of Business Administration and Master of Science-Business degree, School of Business

BS-Agricultural Education, College of Agricultural and Life Sciences

MS-Family and Consumer Journalism, College of Agricultural and Life Sciences

MA-Rehabilitation Psychology, Department of Rehabilitation Psychology and Special Education, School of Education (MS will continue)

MA-Special Education, Department of Rehabilitation Psychology and Special Education, School of Education (MS will continue)

Major: Theatre and Drama, Bachelor of Science-Education degree, Department of Curriculum and Instruction, School of Education (L&S T&D major will continue)

Renamed/Restructured

MS/PhD in Limnology and Marine Science renamed to Freshwater and Marine Sciences, College of Engineering

Moved the administrative home of the MS/PhD in Physiology from the Department of Neuroscience to the SMPH Office of Basic Research, Biotechnology and Graduate Studies, School of Medicine and Public Health

Moved the administrative home of the MS/PhD in Material Science and the Material Science Program from the Department of Material Science and Engineering to the College of Engineering Dean's Office

Moved the administrative home of the undergraduate major in Biological Aspects of Conservation from the Institute for Biology Education to the Department of Botany, College of Letters and Science

Moved the administrative home of the Biology Major from the Institute for Biology Education to the Department of Bacteriology in the College of Agricultural and Life Sciences and the Department of Zoology in the College of Letters and Science

Moved the administrative home of the PhD in Endocrinology-Reproductive Physiology from the Department of Obstetrics and Gynecology to the SMPH Office of Basic Research, Biotechnology, and Graduate Studies in the School of Medicine and Public Health

Moved the administrative home of the undergraduate Molecular Biology major from the Institute for Biology Education to the Department of Zoology, College of Letters and Science

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Converted to No Admissions Status (Program may still award degrees)

MS-Medical Microbiology and Immunology, Department of Medical Microbiology and Immunology, School of Medicine and Public Health

MS-Nursing, School of Nursing

B. Options and Sub-majors

New

MS-Economics, Major: Economics, Option: Graduate Foundations, Department of Economics, College of Letters and Science (Educational Innovation program)

MA-Mathematics, Major: Mathematics, Option: Foundations of Advanced Studies, Department of Mathematics, College of Letters and Science (Educational Innovation program)

MS-Computer Science, Major: Computer Science, Option: Professional Program, Department of Computer Science, College of Letters and Science (Educational Innovation program)

MS-Educational Leadership and Policy Analysis, Major: Educational Leadership and Policy Analysis, Option: Global Higher Education, Department of Educational Leadership and Policy Analysis, School of Education (Educational Innovation program)

PhD-Educational Leadership and Policy Analysis, Major: Educational Leadership and Policy Analysis, Option: Wisconsin Idea Executive PhD Cohort, Department of Educational Leadership and Policy Analysis, School of Education (Educational Innovation program)

Renamed/Restructured

MS-Manufacturing Systems Engineering, Major: Manufacturing Systems Engineering, Engineering Management specialization converted to a named Option: Engineering Management Specialization

Admissions Suspended

Master of Business Administration, Major: Business: Finance, Investment, and Banking, Option: Quantitative Finance, School of Business (due for review and resolution by 2015-2016)

Discontinued

Master of Business Administration, Major: Business: Management and Human Resources (code 623), Option: Strategic Management in Life and Engineering Sciences, School of Business

MS-Educational Leadership and Policy Analysis, Major: Educational Leadership and Policy Analysis, Option: Cooperative Program with UW-Oshkosh, Department of Educational Leadership and Policy Analysis, School of Education

Education Certification, Major: Classical Humanities, Department of Curriculum and Instruction, School of Education

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C. Certificates

Established

Certificate in Education and Educational Services (for undergraduates), Department of Educational Psychology, School of Education

Certificate in Studio Art (for undergraduates), Department of Art, School of Education

Certificate in Pilates (for undergraduates), Dance Department, School of Education

Capstone Certificate in Nursing Care of Children with Chronic Conditions in Schools, School of Nursing (Distance Ed program, Educational Innovations program)

Capstone Certificate in Computer Sciences for Professionals, Department of Computer Science, College of Letters and Science (Educational Innovations program)

Capstone Certificate in International Politics and Practice, Department of Political Science, College of Letters and Science Sciences (Distance Ed program, Educational Innovations program)

Capstone Certificate in Clinical Nutrition, Department of Nutritional Science, College of Agricultural and Life Sciences (Distance Ed program, Educational Innovations program)

Capstone Certificate in Clinical Nutrition-Dietetic Internship, Department of Nutritional Science, College of Agricultural and Life Sciences (Distance Ed program, Educational Innovations program)

Renamed/Restructured

Certificate of Specialist in Gerontology; no longer available to special students; moved from the College of Letters and Science to the School of Medicine and Public Health

Capstone Certificate in Consumer Health Advocacy, converted from traditional to distance-delivery, Law School (Distance Education program, Educational Innovation Program)

Converted to No-Admissions Status (Program still may award degrees)

Certificate of Specialist of Library and Information Studies, School of Library and Information Studies, College of Letters and Science

Phased Out/Discontinued

Graduate-level Certificate in Air Resources Management, Nelson Institute

Capstone Certificate in Laboratory Quality Management, School of Medicine and Public Health

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D. Academic Departments

Renamed/Restructured

Merger of the Department of Comparative Literature and the Folklore Program into the Department of Comparative Literature and Folklore Studies, College of Letters and Science

E. Course Subject Listings (formerly Timetable Departments)

Established

Subject Listing ENGL, Department of English, College of Letters and Science

Renamed/Restructured

Renamed the Subject Listing: English (Subject code 350) to English as a Second Language, Department of English, College of Letters and Science.

Discontinued

Family and Consumer Communications, School of Human Ecology

Clinical Laboratory Science, School of Medicine and Public Health

F. Centers and Institutes

New

Native American Center for Health Professions, School of Medicine and Public Health

Wisconsin Applied Computing Center, College of Engineering

Renamed/Restructured

The Cardiovascular Research Center was moved from the Department of Cell and Regenerative Biology to the SMPH Office of Basic Research, Biotechnology and Graduate Studies, School of Medicine and Public Health

The Waisman Center on Mental Retardation and Human Development Renamed the Waisman Center, Graduate School

The Center for Excellence in Family Studies Renamed the Center for Family and Child Well-Being, School of Human Ecology

The administrative home of the Center for Demography and Ecology (CDE) and the Center for Demography, Health, and Aging was moved from the Department of Sociology to the Dean's Office (Associate Dean for Social Sciences), College of Letters and Science

Phased Out

Center for Neuroscience, School of Medicine and Public Health

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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.

V. Summary

In 2012-2013, the UAPC addressed academic issues relevant to many aspects of its purpose as defined by *Faculty Policy and Procedures*: an update on the Educational Innovation initiative; a policy on undergraduate student reentry; a policy on directed/independent study for undergraduates; policy changes to adjust to changes in UW System and Board of Regents policy for new program approvals; a report on program review activity; an update from the Undergraduate General Education Committee; and an annual report on the assessment of student learning activities. As part of its responsibility for appropriate review and consideration of requests for new programs, the UAPC acted on more than fifty proposals related to changes in the status of academic programs as listed above.

VI. University Academic Planning Council Membership 2012-2013

Standing Members

David Ward (Interim Chancellor)
Paul M. DeLuca, Jr., Chair (Provost)
Martin Cadwallader (Dean, Graduate School)

Administrative Member Appointed by the Provost

Gary Sandefur, Dean of the College of Letters and Science

University Committee Representative

Peter Lipton, Department of Neuroscience

Academic Staff Executive Committee Appointee

Jeffrey Shokler

Divisional Committee Appointees (term expires)

Lea Jacobs, Communication Arts, Arts and Humanities Division (2014)
Ronald Kalil, Ophthalmology and Visual Sciences, Biological Sciences Division (2013)
Mark Seidenberg, Psychology, Social Studies Division (2016)
Richard Straub, Biological Systems Engineering, Physical Sciences Division (2015)

University Committee Faculty Appointees (term expires)

Ramon Aldag, Business (2016)
Jacqueline Hitchon, Life Sciences Communication (2014)
Linda (LD) Oakley, Nursing (2015)
Kenneth Potter, Civil and Environmental Engineering and Nelson Institute (2013)

ASM Student Appointee (nonvoting, one-year appointment)

Laura Dunek (PhD candidate in Educational Leadership and Policy Analysis)

Consultant to the UAPC

Jocelyn Milner, Director of Academic Planning and Institutional Research