

REPORT FOR THE UNIVERSITY SENATE

University Senate Committee: *Academic Policies Committee*

Brief History of Issue—why the issue is being considered:

Discrepancies exist between actions taken by the UW System Administration and the Board of Regents regarding proposals related to academic policies and actions indicated in the January 2016 edition of the Faculty and Academic Staff Rules and Procedures (FASRP). The purpose of this motion is to align pages 131-134 of the FASRP with existing practices.

Points Discussed by Committee:

1. The changes proposed here are to ensure UWEC compliance with UW System.
2. Related to “Change major requirements substantively”: If a department alters the requirements for a major, the department chair would determine whether the changes were substantive to require action beyond the college curriculum committee. Most major changes will be covered by the “Minors, Emphases, Academic Concentrations & Pre-Professional Programs” rows.
3. The “curricular changes may not exceed...” percentages came from UW System. The percentage of curricular change representing substantive change is based off the UW System percentages.
4. The use of homonyms creates some confusion. UW System’s and UWEC’ use of the word “degree/major” differ. A footnote will be added to the FASRP to clarify that UW System only wants to be involved for actions involving the entire program (not what we would refer to as majors within a program). Although “entitlement” is accurate, most readers of the FASRP do not deal with (nor fully understand) the use of “entitlement.”
5. We also need an option to suspend or reinstate a certificate.

Pros of Recommendation:

1. Our Action table will be in compliance with UW System actions.
2. Our Action table will better guide those responsible for moving academic program changes through the process.

Cons of Recommendation: None

Technology/Human Resource Impact: Someone will have to reformat the Action table and update the FASRP.

Committee Recommendation:

Revise pages 131 - 134 of the Faculty and Academic Staff Rules and Procedures (January 2016 edition) as indicated in the Appendix.

MOTION FOR THE UNIVERSITY SENATE

The Academic Policies Committee,

by a vote of 5 in favor and 0 against on April 12, 2016,

recommends that pages 131 - 134 of the Faculty and Academic Staff Rules and Procedures (January 2016 edition) be revised as indicated in the Appendix.

Implementation Date: Upon next revision of the Faculty and Academic Staff Rules and Procedures handbook

Signed: _____*Jean A. Pratt*_____

Chair of the Committee

Send to: University Senate Office

APPENDIX

A. Changes to the table titled *Undergraduate Academic Program Changes: Is Action Required?* (Please see a revised version of the Action table at the end of the Appendix.)

1. Credit-Bearing Certificate Programs & Study Abroad Programs:
 - a. Establish or eliminate certificate
 - i. System Administration: Change “I” to “N”
 - ii. Board of Regents: Change “I” to “N”
 - b. Add “Suspend or reinstate certificate” row after the “Establish or eliminate certificate” row; add following action indicators:
 - i. Dept or equivalent: Y
 - ii. College/School Curr. Committee: Y
 - iii. College/School Faculty: I
 - iv. Univ. Senate APC: I
 - v. University Senate: --
 - vi. **University Faculty: I
 - vii. ***Administration: P
 - viii. System Administration: N
 - ix. Board of Regents: N

2. Minors, Emphases, Academic Concentrations & Pre-Professional Programs:
 - a. Establish or eliminate
 - i. System Administration: Change “I” to “N”
 - ii. Board of Regents: Change “I” to “N”
 - b. Rename
 - i. System Administration: Change “I” to “N”
 - ii. Board of Regents: Change “I” to “N”

3. Majors:
 - a. Suspend or reinstate major
 - i. College/School Faculty: Change “N” to “Y”
 - ii. Univ. Senate APC: Change “N” to “Y”
 - iii. University Senate: Change “--” to “Y”
 - iv. System Administration: Change “N” to “Y”
 - v. Board of Regents: Change “N” to “I”

 - b. Change major requirements
 - i. Add a new row: “Change major requirements substantively.” Position this row immediately below the “Change major requirements” row.
 - ii. Specify the following action indicators:
 1. Department: “Y”
 2. College Curriculum Committee: “Y”
 3. College/School Faculty: “Y”
 4. Univ. Senate APC: “Y”
 5. University Senate: “Y”
 6. University Faculty: “I”
 7. Administration: “P”
 8. System Administration: “Y”
 9. Board of Regents: “I”

4. Departments
 - a. Establish new department
 - i. System Administration: Change “I” to “N”
 - ii. Board of Regents: Change “I” to “N”
 - b. Eliminate or rename department
 - i. System Administration: Change “I” to “N”
 - ii. Board of Regents: Change “I” to “N”
5. Schools/Colleges
 - a. Eliminate or rename college/school
 - i. System Administration: Change “Y” to “I”
 - ii. Board of Regents: Change “Y” to “I”
6. Additional revisions:
 - a. Delete the text “Refer to the current UGEC Procedure Manual” from the footnote preceded by a single asterisk (*).
 - b. Insert “and Liberal” to the first footnote. Revised text would read: “* General and Liberal Education courses require action by the University Liberal Education Committee (ULEC).”
 - c. Delete the “¹Undergraduate/graduate and graduate only certificate programs require action by the Graduate Council.” Combined undergraduate/graduate certificate programs no longer exist.

B. Changes to corresponding, supporting text under Section C—Curricular Development: Changes in Courses, Programs, Policies: (starting on page 131)

1. Directly after the “Changes in Courses, Programs, Policies” subheading, add and indent a new subheading, explanatory text and bullets as follows:

Rename or Redirect Major/Degree

Generally rename and change/redirect revisions are reflective of changes in market demand for new or shifting career paths.

- Rename Major: Curricular changes may not exceed 30% of the requirements for the program and the entire UW System major code must remain the same. It is assumed that no changes will be made to the Classification of Instructional Program (CIP) code.
- Change (Redirect) Major Requirements Substantively: Curricular changes equal to or in excess of 30% of the program’s degree requirements are defined as substantive. Curricular changes to the program’s degree requirements may not exceed 50%, the entire UW System major code must remain the same; and the first two digits of the Classification of Instructional Program (CIP) code must remain the same.

2. Local Levels of Decision Making

- a. Add “credit-bearing certificates” to item c). The revised item should read as follows:
 - c) suspensions and reinstatements of minors, emphases, **credit-bearing certificates**, academic concentrations, and pre-professional programs is required and completed at the College level.
- b. Add “and Liberal” to item 1. The revised item should read as follows:
 1. General **and Liberal** Education courses require action by the University Liberal Education Committee (ULEC) in addition to College approval.

3. University Levels of Action for Undergraduate Programs and Academic Policies
 - a. Add “Redirecting or changing major requirements substantively” as the second bullet. The resulting list should be as follows (additions are ***bolded, italicized***):

- Establishment, renaming, or elimination of minors, emphases, credit bearing certificates, academic concentrations, and pre-professional programs
- ***Redirecting or changing major requirements substantively***
- Establishment, elimination or renaming of majors
- ***Suspension or reinstatement of majors***
- Establishment and elimination of degrees
- Establishment, elimination, or renaming of departments
- Establishment of new prefixes (resulting from establishment or renaming of departments)
- Applications for extramural grants/programs with new curricular implications

4. Levels of UW System and Board of Regents
 - a. Revise the introductory sentence and revise/add corresponding bullets to read as follows:

Levels of UW System and Board of Regents

The following require action by UW System Administration and possible action by the Board of Regents:

- Submission of Notice of Intent for new major* (UW System only)
- Establishment of a new major (Both)
- Suspension of or reinstatement of major (UW System only)
- Redirecting or changing major requirements substantively (UW System only)
- Establishment of a new degree (Both)
- Establishment of a College/School (Both)
- Applications for extramural grants/programs with new curricular implications (UW System only)

- b. Add the following sentence (preceded by an asterisk) in a new text block below the bullets:

* A degree/major is a high-level designation to describe a set of core courses that differentiates the program of study from other degrees/majors (e.g., Art is different from Biology). A submajor (e.g., track, concentration, emphasis) extends the core courses to include an area of specialization within the major. Majors require System Administration action; submajors do not. For a listing of current majors, please see https://www.wisconsin.edu/reports-statistics/download/central_data_request/cdr_manual/volume_2/IV-Major-Codes.pdf.

Undergraduate Academic Program Changes: Is Action Required? (US 11/11, 4/13, 4/16)

Type of Proposal		Level								
		Dept. or equivalent	*College/School Curr. Committee	College/School Faculty	Univ. Senate APC	University Senate	**University Faculty	***Administration	System Administration	Board of Regents
Courses (including Honors)	Establish new course	Y	Y	I	N	N	N	D	N	N
	Eliminate course	Y	Y	I	N	N	N	D	N	N
	Substantial course content change	Y	Y	I	N	N	N	D	N	N
	Change title/credits/prerequisites	Y	Y	I	N	N	N	D	N	N
	Honors – Establish new course	Y	—	—	—	—	—	P	N	N
	Honors – Change/eliminate course	Y	—	—	—	—	—	P	N	N
Credit-Bearing Certificate Programs ¹ & Study Abroad Programs	Establish or eliminate certificate	Y	Y	N	Y	I	I	P	N	N
	Suspend or reinstate certificate	Y	Y	I	I	—	I	P	N	N
	Change certificate requirements	Y	Y	N	N	N	I	P	N	N
	Establish new study abroad program	—	—	—	Y	I	I	P	N	N
	Eliminate study abroad program	—	—	—	Y	I	I	P	N	N
	Change study abroad requirements	Y	—	—	I	N	I	P	N	N
Minors, Emphases, Academic Concentrations & Pre-Professional Programs	Establish or eliminate	Y	Y	Y	Y	Y	I	P	N	N
	Suspend or reinstate	Y	Y	I	I	—	I	P	N	N
	Change Requirements	Y	Y	N	N	N	I	P	N	N
	Rename	Y	Y	Y	Y	Y	I	P	N	N
Majors	Submit Notice of Intent for new major	Y	N	N	N	N	N	P	Y	N
	Establish new major	Y	Y	Y	Y	Y	I	P	Y	Y
	Eliminate major	Y	Y	Y	Y	Y	I	P	I	I
	Suspend or reinstate major	Y	Y	Y	Y	Y	I	P	Y	I
	Change major requirements	Y	Y	N	N	N	I	P	N	N
	Change major requirements substantively	Y	Y	Y	Y	Y	I	P	Y	I
	Rename major	Y	Y	Y	Y	Y	I	P	I	I
Degrees	Establish new degree	N	Y	Y	Y	Y	I	P	Y	Y
	Eliminate or rename degree	—	Y	Y	Y	Y	I	P	I	I
	Change requirements (university)	N	N	N	Y	Y	I	P	I	N
	Change requirements (college/school)	N	Y	Y	N	N	I	P	I	N
Departments	Establish new department	—	Y	Y	Y	Y	I	P	N	N
	Eliminate or rename department	Y	Y	Y	Y	Y	I	P	N	N
Schools/ Colleges	Establish new college/school	—	—	—	Y	Y	I	P	Y	Y
	Eliminate or rename college/school	—	Y	Y	Y	Y	I	P	I	I
Other	Extramural grants/ programs with new curricular implications	I	I	I	I	I	I	P	Y	N
	Articulation Agreement	I	I	I	I	I	I	P	I	N
	New Prefix	Y	Y	Y	Y	Y	I	P	I	N

Y = Yes N = No — = Not Applicable I = Information Only P = Provost/Vice Chancellor D = Dean

*General and Liberal Education courses require action by the University Liberal Education Committee (ULEC). Refer to the current UGEC Procedure Manual.

**University Faculty are informed of changes through News Bureau publications or by action and minutes of the University Senate. On petition, the Full Faculty may review and confirm, modify, or reject any action of the University Senate.

***All actions are recommendations to the Chancellor. Administrative acceptance is accomplished at the various levels by the Department Chair, Dean, or the Provost/Vice Chancellor.

¹Undergraduate/graduate and graduate only certificate programs require action by the Graduate Council.