



July 20, 2009

TO: Paul DeLuca, Provost

FROM: Gary Sandefur, Dean
Elaine M. Klein, Assistant Dean and Director, L&S Academic Planning, Program Review and Assessment

RE: Annual Report on Program Review Activities, 2008-2009

Program Review Activities. The documentation requested regarding Academic Program Review Activities completed by the College of Letters and Science during 2008-2009 is attached. These materials consist of:

- A. Annotated list of program reviews by major and L&S list of program reviews by department (with major code indicated)
- B. Annotated accreditation schedule
- C. L&S Academic Program Reviews in Progress
- D. L&S Guidelines for Academic Program Review

As noted in the L&S Academic Planning Council's annual report to the L&S Senate, academic program review activity has been slower than the expected pace of about seven reviews completed annually. We consider the past year to have been unusual, however, in view of the many competing (and often urgent) priorities that called upon the attention of L&S faculty and staff. Many of our colleagues contributed a great deal of their time and energy in the university's decennial accreditation self-study and strategic planning initiative, as well as in the Chancellor's efforts to develop and promote the Madison Initiative for Undergraduates. We are pleased that all of these endeavors were successful; however, we must admit that these efforts shifted other activities to the back burner. Nevertheless, L&S was able to complete and continue its work to evaluate the quality of several of our academic programs.

UW System/UW-Madison joint reviews of the **BA/BS in Religious Studies** and of the **BA/BS in Jewish Studies** were completed in 2008-2009 when the University APC approved the continuation of these programs. The L&S APC reviewed and recommended continuation of the **MFA in Creative Writing** and the **PhD in Second Language Acquisition**; both of these reviews have been forwarded to your office for the next phase of the joint review process. L&S also completed two reviews that fall outside the scope of the mandated program review process. These include a review of the **Wisconsin Emerging Scholars** program (which supports high-ability, at-risk students learning college-level Calculus), and the **Certificate in South Asian Studies**, which represents our first five-year review of a new certificate program. Both of these reviews resulted in recommendations to continue these programs.

Office of the Dean

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Several program reviews are in progress. These include program reviews of the departments of **Communicative Disorders** (non-accredited programs), **Economics, English, Geoscience** (formerly, **Geology and Geophysics**), **Languages and Cultures of Asia, Linguistics, Political Science, Psychology** (non-accredited programs), **Spanish and Portuguese**, and **Statistics**; the undergraduate major in **Asian Studies** (including East Asian Studies and Southeast Asian Studies options within that major); and the **Capstone Certificate in Geographical Information Systems (GIS)**. Several certificate programs are also engaged in reviews, either as part of the larger department review or as a specially convened review. Interim Provost Julie Underwood also asked L&S and CALS jointly to review the PhD in Mass Communication; we have asked the School of Journalism and Mass Communication to begin its internal discussions this fall, with an eye toward engaging the Department of Life Science Communication in joint discussion in Spring. The attached chart (item C) summarizes the current status of all L&S reviews.

Program Review Processes: For subject areas in which graduate degrees are awarded, review committees include Graduate School representatives, and results of our Academic Planning Council deliberations are shared with the Graduate Faculty Executive Committee. With the exception of the joint reviews, L&S has pursued its standard practice in which not only the academic program, but also the surrounding structure is reviewed. In 2008-2009, the L&S APC approved my request that we consider revising the program review process and guidelines, so that the process might be more streamlined and more focused on student learning in academic programs. Certainly, questions of program efficacy and mission will continue to be considered, but we believe that these revisions will help the College better understand learning in its programs and across the college.

Low-Enrollment Certificate Programs: In 2008-2009, council members asked about “low-enrollment” certificate programs, and asked that all programs falling into a “low enrollment category” (fewer than three awards in five years) explain the reason for their low completion rates. Assistant Dean Elaine Klein conducted an inquiry into this phenomenon. In April 2008, she reported to the council that in most cases, low numbers of awards were caused by the failure of programs to communicate program completions to the Registrar’s Office. In a few cases, however, the inquiry provoked discussion of program requirements and revisions. In two cases, the low-enrollment programs were deemed to be serving a small number of students with courses that are offered with sufficient frequency, and program continuation was not deemed to be burdensome for the unite or College.

Academic Program Accreditation: The annotated the list of academic programs eligible for accreditation is attached.

If you have questions concerning any of the information provided here, please do not hesitate to contact Elaine M. Klein, Assistant Dean for Academic Planning, Program Review and Assessment.

XC: Susan Ellis-Weismer, Associate Dean for Research
Ann Groves-Lloyd, Associate Dean for L&S Student Academic Affairs
Charles N. Halaby, Associate Dean for the Social Sciences
Magdalena Hauner, Associate Dean for the Humanities
Judi M. Roller, Associate Dean for Cross-College and Diversity Initiatives
Maggie Roth, Associate Dean for Administration
Eric Wilcots, Associate Dean for the Natural Sciences
Nancy Westphal-Johnson, Associate Dean for Undergraduate Education and Academic Administration

UW-Madison Program Reviews: Summary of Reviews Reported in the Past 10 Years

Reviewed in Past 10 Years?	MAJOR TITLE	Review Year	Review Type	Review includes:				
				BA/BS	SED	Masters	PhD	Prof.
<i>COLLEGE OF LETTERS AND SCIENCE</i>								
<input checked="" type="checkbox"/>	018 AFRICAN LANG & LIT	2004-05	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	020 AFRO-AMERICAN STD	2002-03	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	067 ANTHROPOLOGY	2007-08	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	072 APP MATH, ENGR & PHY	2002-03	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	090 ART HISTORY	2005-06 Scheduled 2011-12	Institutional	<input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
<input checked="" type="checkbox"/>	092 ASIAN STUDIES	1992-93 2003-04 Continuing 2008-09	Institutional Institutional Institutional	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input checked="" type="checkbox"/>	094 ASTRONOMY	2004-05	Institutional	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	097 ASTRONOMY-PHYSICS	2004-05	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	675 ATMOS & OCEANIC SCI	1999-00	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	209 AUDIOLOGY (Au.D.)	2005-06 2011-12 Scheduled 2010-11	NEW Accreditation Joint Review	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	108 BIOL ASPECTS CONSER	2007-08	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	112 BIOLOGY (L&S, ALS)	1998-99 Scheduled ?	Institutional Institutional	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
<input checked="" type="checkbox"/>	121 BOTANY	2004-05	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	146 CARTOG&GEO INFO SYS	2000-01	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	153 CHEMISTRY	2001-02	Institutional	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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					BA/BS	SED	Masters	PhD	Prof.
	<input checked="" type="checkbox"/>	157 CHEMISTRY COURSE	2003-04	Accreditation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	171 CHINESE	2003-04	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	542 CLASSICAL HUMANIT	2002-03	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	189 CLASSICS	2002-03	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Continuing	<input checked="" type="checkbox"/>	216 COMMUNICA DISORDERS	1997-98	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
			Scheduled 2008-09	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	201 COMMUNICATION ARTS	2002-03	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	225 COMPARATIVE LIT	1998-99	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
			Scheduled ?	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	229 COMPUTER SCIENCES	2005-06	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	243 CREATIVE WRITING (MFA)	2002-03	NEW	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			Continuing 2008-09	Joint Review	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	250 DEVELOPMENT	2004-05	Institutional	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Continuing	<input type="checkbox"/>	261 ECONOMICS	1995-96	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
			Continuing 2008-09	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	391 ENDOCRINOLOGY-R P	2001-02	Institutional	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Continuing	<input checked="" type="checkbox"/>	405 ENGLISH	1998-99	Institutional	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
			Scheduled 2008-09	Institutional	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	445 FRENCH	2002-03	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	452 FRENCH STUDIES	2007-08	Joint Review	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	45C French Studies (Capstone)	2007-08	1st Review	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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					BA/BS	SED	Masters	PhD	Prof.
	<input type="checkbox"/>	975 GENDER & WOMEN'S ST	2005-06 Scheduled 2010-11	NEW Joint Review	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Continuing	<input type="checkbox"/>	358 Geographic Info Syst (Capstone)	Scheduled 2009-10	1st Review	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	463 GEOGRAPHY	2000-01	Institutional	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Continuing	<input checked="" type="checkbox"/>	468 GEOLOGY	1997-98 Continuing 2008-09	Institutional Institutional	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Continuing	<input checked="" type="checkbox"/>	470 GEOLOGY&GEOPHYSICS	1997-98 Continuing 2008-09	Institutional Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Continuing	<input checked="" type="checkbox"/>	472 GEOPHYSICS	1997-98 Continuing 2008-09	Institutional Institutional	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	477 GERMAN	2003-04	Institutional	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	481 GREEK	2002-03	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	490 HEBREW	2002-03	Institutional	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	497 HEBREW&SEMITIC STD	2002-03	Institutional	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	499 HISTORY	2001-02	Institutional	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	504 HISTORY & HIS OF SCI, MED and TECH	2001-02	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	517 HISTORY OF SCIENCE, MED and TECH	2000-01	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	577 INTERNATIONAL PUBLIC AFFAIRS	2006-07	Institutional	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	579 INTERNATIONAL STUDIES	1999-00	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	580 ITALIAN	2002-03	Institutional	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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	Reviewed in Past 10 Years?	MAJOR TITLE	Review Year	Review Type	Review includes:				
					BA/BS	SED	Masters	PhD	Prof.
	<input checked="" type="checkbox"/>	583 JAPANESE	2003-04	Institutional	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	584 JEWISH STUDIES	2008-09	Joint Review	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
To be convened	<input checked="" type="checkbox"/>	590 JOURN & MASS COMM Fall '09	2001-02	Institutional	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
To be convened	<input checked="" type="checkbox"/>	585 JOURNALISM Fall '09	2001-02	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Continuing	<input type="checkbox"/>	596 LANG & CULTURE ASIA	1995-96	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
			pending 2009-10	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	598 LATIN	2002-03	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	553 LATIN AMER, CARIB, IBER STD	2004-05	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	608 LEGAL STUDIES	2006-07	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	612 LIBRARY & INFO STDS	2001-02	Institutional	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
			2007-08	Accreditation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	621 LINGUISTICS	1998-99	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
			Continuing 2008-09	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
To be convened	<input checked="" type="checkbox"/>	630 MASS COMMUNICATIONS Fall '09 (jointly, with CALS)	2001-02	Institutional	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
			Scheduled 2009-10	Institutional	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	634 MATHEMATICS	2006-07	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pending discussion with SMPH	<input type="checkbox"/>	652 MED MICROBIO & IMMUN	1995-96	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			Rescheduled 2008-09	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	657 MEDICAL SCIENCE	2007-08	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			Required 2010-11	No admissions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	684 MOLECULAR BIOLOGY	2004-05	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	690 MUSIC (BA/BS)	2006-07	Accreditation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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				BA/BS	SED	Masters	PhD	Prof.
<input checked="" type="checkbox"/>	687 MUSIC (MA,PhD)	2006-07	Accreditation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	697 MUSIC: EDUCATION	2006-07	Accreditation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	688 MUSIC: PERFORMANCE	2006-07	Accreditation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	765 PHILOSOPHY	2000-01	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	783 PHYSICS	2000-01	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	801 POLISH	2001-02	Institutional	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	805 POLITICAL SCIENCE	1997-98	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Continuing		Scheduled 2008-09	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	810 PORTUGUESE	1998-99	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Continuing		Charged 2008-09	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	832 PSYCHOLOGY	1998-99	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Continuing		2007-08	Accreditation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
		Scheduled 2009-10	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	837 PUBLIC AFFAIRS	2006-07	Institutional	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	875 RELIGIOUS STUDIES	2008-09	Joint Review	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	891 RUSSIAN	2001-02	Institutional	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	894 RUSSIAN, EAST EUROPEAN, CENTRAL ASIAN ST	2007-08	Joint Review	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	900 SCANDINAVIAN STD	2002-03	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	935 SE ASIAN STUDIES	1998-99	Joint Review	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Continuing 2008-09	Institutional	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	908 SECOND LANGUAGE ACQUISITION	2002-03	NEW	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
		Continuing 2008-09	Joint Review	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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				BA/BS	SED	Masters	PhD	Prof.
<input checked="" type="checkbox"/>	913 SLAVIC LANG & LITS	2001-02	Institutional	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	916 SOCIAL WELFARE	2005-06	Accreditation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	918 SOCIAL WORK	2005-06	Accreditation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		2009-10	NEW (PT MSW)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Scheduled 2013-14	Institutional	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	922 SOCIOLOGY	1999-00	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	936 SPANISH	1998-99	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Continuing		Charged 2008-09	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	949 STATISTICS	1998-99	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Continuing		Scheduled 2008-09	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	971 THEATRE & DRAMA	1999-00	Accreditation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		2000-01	Institutional	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
		2008-09	Accreditation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	979 URBAN & REGION PLAN	2002-03	Accreditation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		2002-03	Institutional	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	993 WOMEN'S STUDIES	2003-04	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	995 ZOOLOGY	1999-00	Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Appendix B - Accreditation

Unit	ACCREDITING AGENCY	ACADEMIC PROGRAM ELIGIBLE FOR ACCREDITATION	DATE LAST REVIEW (Academic Yr)	DATE NEXT REVIEW (Academic Yr)	COMMENTS
ENG	Accred. Board for Engineering & Technology	Geological Engineering	2006-07	2012-13	
ENG	Accred. Board for Engineering & Technology	Industrial Engineering: Undergrad.	2006-07	2012-13	
ENG	Accred. Board for Engineering & Technology	Materials Science & Eng: Undergrad	2006-07	2012-13	
ENG	Accred. Board for Engineering & Technology	Mechanical Engineering: Undergrad.	2006-07	2012-13	Interim report due 2009
ENG	Accred. Board for Engineering & Technology	Nuclear Engineering: Undergrad.	2006-07	2012-13	
HEC	National Assoc. of Schools of Art & Design	Interior Design: BS.	2005-06	2013-14	
HEC	National Assoc. of Schools of Art & Design	Textile and Apparel Design: BS.	2005-06	2013-14	
HEC	Certified Financial Planning Board	Certified Financial Planning – Consumer Science	2002-03	2008-09	
HEC	Foundation for Interior Design Ed. Research	Interior Design: Undergraduate	2004-05	2010-11	
L&S	National Assoc. of Schools of Art & Design	Art History: BA, MA, PhD.	2005-06	2013-14	This accreditation is an institutional accreditation associated with the Art program; Art History does not actively seek accreditation.
					Okay
L&S	American Chemical Society ³	Chemistry Course: Undergraduate	2003-04	2009-10	
					Okay
L&S	American Psychological Association	Clinical Psychology: Doctoral Prg	2007-08	2013-14	Report to be submitted by September 1, 2009
					Okay
L&S	American Association of Museums	Chazen Museum of Art	2000-01	2009-10	
L&S	American Library Association	Library & Info. Studies: Masters Program	2007-08	2014-15	
					Okay
L&S	National Association of Schools of Music	Music: School & Spec. Programs	2002-03	2012-2013	
					Okay
L&S	American Speech-Language-Hearing Assoc. ¹⁰	Speech Pathology & Audiology	2003-04	2011-12	
L&S	Council on Social Work Education	Social Work: Pro. Undergraduate and Masters Prog	2005-06	2013-14	
					Okay
L&S	Nat'l Assoc of Schools of Theatre	Theatre & Drama	1999-00	2008-09	
L&S	Planning Accreditation Board ¹²	Urban & Regional Planning: Masters Program	2008-09	2014-15	
LAW	American Bar Association ⁹	Law School	1998-99	2005-06	
MED	Accred. Council for Graduate Medical Educ.	Allergy Residency Program	2007	2013	
MED	Accred. Council for Graduate Medical Educ.	Anesthesiology Residency Prm. (including Critical Care)	2007	2010	
MED	Accred. Council for Graduate Medical Educ.	Child Psychiatry Residency Prm.	2004	2009	
MED	Nat'l Accred Agency for Clinical Lab Sciences	Clinical Laboratory Science: Undergrad.	2007-08	2015-16	
MED	AMA Comm. on Allied Health Ed. & Accred. ⁷	Cytology (1 yr. non-degree prm.)	1993-94	1998-99	
MED	Accred. Council for Graduate Medical Educ.	Dermatology Residency Program	2003	2008	
MED	American Dietetic Association	Dietetic Internship: Post BS	2003	2008	

Okay

Okay

Okay

Okay

Okay

Okay

Change date of next review to 2010-2011
Note: site visit to be completed in or by 2013

Change dates: 2013-14
Note: Progress report due 1/1/12; if satisfactory, next review will be in 2015-2016

ATTACHMENT C

L&S Program Reviews in Progress

Department/Program (Major Code)	Self Study	Committee Review Inquiries (site visit or other meetings)	Committee Report	APC Discussion
Asian Studies (092) - Concentration in East Asian Concentration in Southeast Asian (935) Master's degree in Southeast Asian Studies Certificate in East Asian	Completed	Two committees convened; review is in progress		Fall 2009
Communicative Disorders (216) ¹	Completed	Committee pending		
Economics (261)	In progress; Due August '09	Committee convened; site visit Fall '09		
English (405)	Completed	Committee pending		
Capstone Certificate: Geographical Info. Systems (358)	Completed	Committee convened; work is in progress		
Geoscience (468, 470, 472)	Completed	Committee pending		
Journalism and Mass Communication (630 – shared with CALS Life Sci Comm)	Charge Fall 2009; SJMC to begin focused discussion of PhD program			
Languages and Cultures of Asia (596) ²	Completed	Committee pending		
Linguistics (621)	Completed	Completed	Completed Department Response pending	Fall 2009
Medical Microbiology and Immunology (652) ²	Pending discussion with SMPH			
Political Science (805)	Completed	Committee convened; site visit Fall '09		
Psychology (832; non-accredited programs only)	In progress			
Spanish & Portuguese (936, 810; Cert Spanish for Bus Majors)	In progress; Due Dec '09			
Statistics (949)	Completed	Committee Pending		

Notes:

¹ Several programs in Communicative Disorders (216) are accredited by the American Speech-Language and Hearing Association (ASHA). Programs not falling under ASHA accreditation are to be reviewed.

² MMI is an L&S-sponsored undergraduate degree housed in the School of Medicine and Public Health, and closely affiliated with the CALS Department of Bacteriology. This review must be coordinated with SMPH and CALS.

OTHER REVIEWS*

Joint Reviews (Major Code)	Self Study	APC Discussion	Joint Committee Review	Committee Report	UAPC Action
Creative Writing (243) ¹	Completed	Program continued; referred to UAPC			
Second Language Acquisition (908)	Completed	Program continued; referred to UAPC			

Certificate Program Reviews	Report	APC Discussion
Spanish Studies for Business Majors	Include in Spanish & Portuguese Review	Spring 2009
Archaeology	In progress	Fall 2009
East Asian Studies	Include in Asian Studies Review	Fall 2009
LGBT Studies	Completed	Fall 2009
South Asian Studies	Completed	Spring 2009; continued

FOLLOW UP ON PREVIOUS REVIEWS:

The **BA/BS in Medical Science (657)** was reviewed in 2007-2008, and a recommendation to discontinue this major was deferred pending discussion with SMPH regarding the possibility that such a major may be needed in the future. If action is not taken to preserve and revise this program, a request to discontinue this major will be submitted in 2010-11.

OTHER REVIEWS

Administrative reviews were convened in Spring 2009 for the UW Marching Band and the Center for Wisconsin and the Global Economy (WAGE).

Guidelines for Program Review

The Office of the Dean
UW-Madison College of Letters and Science

September 2008



Under Revision Fall 2009

L&S Guidelines for Program Review

The departmental self-study consists of a narrative document and a factual appendix.¹ Additional materials are provided to the review committee at the time of the review.

A brief **Self-Study Narrative** is prepared by members of the department. It should not exceed 25 double-spaced pages. The authors should describe the department and focus on those features that require the greatest attention. Do not hesitate to be frank and open, particularly in the departmental discussion that leads to the final draft. *Our policy is not to share department self-studies or review committee reports outside of L&S.*

The L&S Academic Planning Council has prepared a list of questions that appears in the section entitled **Questions for Departmental/ Program Review**. These questions are arranged within the broad outlines described in the university's strategic plan, *Connecting Ideas*. Departments may find it useful to structure the Self-Study Narrative within the framework provided by these questions.

Factual information and data that support the narrative should appear in an appendix to the self-study. Additional **Materials for Review Committees** are to be gathered for the committee's use at the time of the review; many of these may also appear in the factual appendix. (Please note that while current vitae of the faculty and key staff should be available for the review committee, they should not be included in the appendix.)



QUESTIONS FOR DEPARTMENTAL/PROGRAM REVIEW

¹ All academic programs must be reviewed regularly. In L&S, those reviews are conducted via departmental or program-wide review. Since most academic programs are housed in departments, that term is used throughout this document; however, readers should understand that this process also applies to non-departmental programs.

The process of program review provides departments with an opportunity to engage in meaningful planning as well as to align the many ways in which their work serves the broader goals of the College and university. To facilitate that understanding, the questions below are arranged in concert with the five goals described in "Connecting Ideas," UW-Madison's strategic plan.

INTRODUCTORY QUESTIONS

What is the overall mission of the department/program?

If the last review occurred within the past ten years, what response, if any, was made to that review?

GOAL ONE: PROMOTE RESEARCH

At UW-Madison, our departments and programs maintain an intense and unambiguous commitment to research preeminence; they are flexible and adaptive to emergent, as well as established, research opportunities, to new strategies for allocating resources, and to paths of productive inquiry.

In this section of the self-study, please discuss your department's research program and activities that are undertaken to examine and strengthen research. You may wish to consider the following areas of inquiry:

- Research program goals, priorities and challenges
- Comparative standing of department, sub-areas, individual faculty and staff
- Benefits to society, including local, state, national and international communities
- Faculty recruitment and retention
- Strategies for encouraging and enhancing research
- Opportunities for student research
- Interdisciplinary/cluster impacts on research
- Resources
- Strategies for periodic evaluation and planning for the future

Some of these areas may not be appropriate to your department, so you need not address all of them. However, think broadly about research in the department and ways your research activities and standing might be improved and promoted.

GOAL TWO: ADVANCE LEARNING

Departments and programs at UW-Madison foster and support a constant, enduring appreciation of learning. At UW-Madison, this role is not limited to teachers and students: we are all engaged in learning and educating, by direct action, by efforts to make learning possible, and by efforts to make learning better.

In this section of the self-study, please reflect upon your department's efforts to advance learning in L&S and at UW-Madison. Consider the following points (student refers both to undergraduate and graduate students):

- Goals, priorities and challenges for degree programs
- Assessment of student learning in the major, including:
 - Current plan to assess student learning in the academic programs
 - Most recent report on assessment efforts (studies conducted, conclusions drawn, changes recommended and/or made)
- Size, completion rates and time to degree for degree programs
- Credits taught for general education requirements or other service
- Teaching load and course assignment policies
- Policies for deployment of faculty, academic staff, and teaching assistants to cover departmental teaching responsibilities
- Procedures for evaluating curricula and improving degree programs and/or instruction
- Criteria for admission to the major
- Effectiveness of student advising and mentoring
- Measures of student quality (e.g. placement in professional positions in the major)
- Faculty and staff teaching evaluations, awards and honors
- Graduate student support (type, source, dollar amount)
- Training, mentoring and evaluating Teaching Assistants
- Instructional innovation (e.g., residential learning programs, out-of-classroom learning, service learning, technology-enhanced teaching)
- Curricular development (e.g., Credit Outreach and other Extended Day Timetable; Honors, Capstone and/or Certificate Programs; First-year Interest Groups; and Small Course Initiative)

Not all areas will apply to all departments, programs, or students served. You need not address every point; however, you should convey your department's contribution to the education of all students who engage with the department.

GOAL THREE: ACCELERATE INTERNATIONALIZATION

The UW-Madison is an international leader in international education in part because of L&S' strong commitment to providing faculty and students opportunities to add an international and global dimension to the liberal arts experience. Departmental teaching, research and service activities can both enrich campus life and help shape the lives and careers of future global citizens.

Please reflect upon the following points:

- Goals, priorities, and challenges in this area
- Integration of international issues within courses
- Involvement with the International Institute, area and/or international studies programs
- Student and faculty participation in study-abroad programs
- Recognition of faculty participation in interdisciplinary international studies activities and program development
- Recruitment and retention of international students, faculty and staff
- Integration of international students, faculty and staff into departmental activities and access to services
- International partnerships and collaborations with educational institutions, and public or private sector entities

There is growing interest in this area, and some points outlined above may not yet be relevant to your department, so please indicate future interests or your department's potential for development.

GOAL FOUR: AMPLIFY THE WISCONSIN IDEA

Although the boundaries of the University are no longer limited to the boundaries of the state, UW-Madison will continue to honor and enhance its significant record of service to the State of Wisconsin.

Please consider whether members of the department:

- Participate in non-credit outreach activities (e.g. workshops, continuing education programs, reading groups, public lectures, and participation in the Speakers Bureau)
- Cooperate with School of Education teacher training programs or other K-12 educational partners
- Encourage student participation, via service learning or internships
- Contribute to Wisconsin's educational, economic, social and cultural development
- Communicate and consult with government, business, and industry
- Connect with alumni

The Wisconsin Idea can be defined broadly, and many types of contributions may not appear on this list. Please feel free to reflect upon the unique array of your department's activities and include any that are relevant.

GOAL FIVE: NURTURE HUMAN RESOURCES

The people of the university are the foundation for and instrument of its excellence. The environment in which we operate must therefore be conducive to sustaining and enhancing that excellence.

Please consider the goals, priorities and challenges that face your department in regard to fulfilling commitments to the individuals who come in contact with it. Give examples of how the department:

- Communicates its mission, policies and procedures to all department members
- Welcomes and orients newcomers to the department and to the University
- Exhibits respect for all faculty, staff and students

L&S Program Review Guidelines

- Encourages participation by all concerned groups in departmental governance processes and structures
- Evaluates and enhances the effectiveness of its policies and procedures
- Aligns the budget with the its goals and objectives
- Aligns merit and review processes with its goals and objectives
- Recruits and retains members of under-represented groups
- Responds to challenges in hiring and retaining faculty and staff
- Facilitates collegial relationships
- Encourages professional development:
 - Faculty (mentoring and evaluation-from assistant professor through post-tenure review)
 - Academic Staff (evaluation and promotion, opportunities to enhance/obtain skills)
 - Classified Staff (reclassification, opportunities to enhance/obtain skills needed to be effective)
 - Students (career skills suited to educational, research or industrial environments)
- Allocates resources for professional development

As you address this section of the self-study, consider these points as they affect the overall ability of the department to function effectively.

OTHER QUESTIONS

The questions provided above are intended to encompass most of the areas of concern and processes related to academic and strategic planning. Departments may find, however, that their most pressing concerns do not fall within these parameters. In such cases, they are encouraged to work closely with their academic associate dean to expand upon these questions where appropriate.



MATERIALS FOR REVIEW COMMITTEES

The following materials should be gathered and made available to the review committees upon request. Some items may require enough copies for distribution to the entire review committee; programs are encouraged to work with the review committee chair to respond to requests for information. Note: some of these materials may be included in the Appendix to the Self-Study, at the program's discretion.

- 1) A description of the program's organization, committee, and governance structure.
- 2) Undergraduate Program materials, such as:
 - a. curriculum and requirements for undergraduate majors;
 - b. assessment plans and reports for undergraduate programs;
 - c. service courses and their relation to the undergraduate major;
 - d. enrollment trends;
 - e. number and quality of majors;
 - f. undergraduate advising program;
 - g. student placement upon graduation.
- 3) Graduate Program materials, such as:
 - a. curriculum and requirements for graduate majors and minors;
 - b. assessment plans and reports for graduate programs;
 - c. enrollment trends;
 - d. number and GRE scores of those matriculated;
 - e. number of women, minority, and foreign graduate students matriculated;
 - f. distribution of majors and dissertators among subfields and major professors;
 - g. graduate advising program;
 - h. support levels including type of support (fellowships, TA ships, RA ships, etc.);
 - i. number of years required to complete the program;
 - j. placement of graduates;
 - k. printed material for graduate students, such as guidelines for graduate study, assessment forms, descriptions of departmental processes regarding TA selection, grievances, selection of faculty mentors and committees, required coursework, typical student

programs, preliminary examination process, defense process, and any other applicable materials.*

- 4) Outreach Program
 - a. target audiences for outreach programs;
 - b. types of outreach activities;
 - c. number of outreach events per year;
 - d. outreach publications;
 - e. estimate of number of persons reached by outreach programs.

- 5) Faculty
 - a. incoming and outgoing faculty for the past ten years on a year-by-year basis;
 - b. faculty profile including age, tenure status, number of women and minority faculty and their percentage representation in the program;
 - c. current areas of research interests of faculty members;
 - d. vitae of the program's faculty members;
 - e. summaries of extramural and Graduate School research support over the past five years.

- 6) Other Staff (FTEs and source of salary support for each subcategory)
 - a. non-student instructional staff such as adjunct and clinical professors, visiting professors, lecturers;
 - b. graduate student personnel - teaching assistants, research assistants, lecturers;
 - c. student hourly help;
 - d. administrative, secretarial and technical support personnel.



* A packet of program materials that are provided to graduate students should be provided to the Graduate School Representative on the committee.

OTHER DETAILS

- When complete, the self study should be sent to:
Dean Gary Sandefur
College of Letters and Science
105 South Hall
- Only one copy of the self-study and appendix materials is required; the Dean's office will copy and distribute the self-study and supporting documents to the review committee and to the Academic Planning Council.
- Please be aware that color printing does not reproduce well; if color is used in charts and graphs, please take care to ensure that these items are legible in black and white.
- If appendix materials include published materials such as brochures, newsletters, or flyers, please include enough copies for distribution.
- If there are any concerns that materials may not be properly copied or collated prior to distribution by the Dean's office, please feel free to submit a sufficient number of complete copies in addition to the Dean's copy.

program review guidelines Sept 07.doc, [8/18/2008 5:04 PM](#)

Approved by L&S APC 9/19/07

Last edited by: Elaine M. Klein, Academic Planning, Program Review and Assessment

Resources

L&S Academic Planning

- Elaine M. Klein, Ph.D – 307E South Hall - 265-8484 – kleine@ls.admin.wisc.edu
 - L&S Handbook – www.ls.wisc.edu/handbook
 - Guidelines for Academic Program Review - <http://www.ls.wisc.edu/handbook/ChapterFive/chV-4.htm>
 - Tips for Academic Program Review - <http://www.ls.wisc.edu/handbook/ChapterFive/progrevtips.htm>

Campus and Departmental Data

- Department Planning Profiles –
 - http://apa.wisc.edu/instrc_act_deptprofiles.html
 - Ten-year trends in all areas related to academic departments – e.g., FTE in various funding categories, majors and degrees (by headcount and by FTE), credits taught, etc. Official data.
- L&S Snapshot –
 - <http://www.ls.wisc.edu/handbook/ChapterOne/Snapshot0203.pdf>
 - L&S in context of UW-Madison.
- UW Academic Planning and Analysis –
 - <http://wiscinfo.doit.wisc.edu/obpa/>
 - Reports in enrollment trends, student profiles, trends in degrees awarded, etc.
- UW Data Digest –
 - <http://www.bpa.wisc.edu/datadigest/2002-03/01frontcover.pdf>
 - Official campus data on trends in financial, academic and personnel areas.
- Registrar's Enrollment Reports –
 - http://registrar.wisc.edu/students/acadrecords/enrollment_reports/
 - Official student statistics in many areas. Among many reports available, are reports on credits taught by department, grade distributions by course, as well as historical reports on all degrees conferred by major.

Planning Resources

- Office of Quality Improvement –
 - <http://www.wisc.edu/improve/>
 - Strategic planning and process improvement

Assessment Resources

- L&S Handbook - <http://www.ls.wisc.edu/handbook/ChapterFive/chV-6.htm>
- Academic Assessment in L&S - <http://www.ls.wisc.edu/assess/>
- University Assessment Council
 - <http://www.provost.wisc.edu/assessment/>
 - UAC sponsors annual grant program for projects assessing student learning at the department/program level.
 - http://wiscinfo.doit.wisc.edu/obpa/Assessment/Assessment_Resources.htm Links to assessment resources on campus, including UW Survey Center, Testing and Evaluation Services, and the Learning through Evaluation, Adaptation and Dissemination (LEAD) Center.
 - Links to extensive assessment resource site