

UW-Madison

Modes of International Academic Program and Course Collaborations, including Dual and Sequential Degrees

This document is targeted at UW-Madison faculty, staff, and students who seek to establish structured academic collaborations with universities in other countries. It focuses on international collaborations among UW-Madison faculty, staff, administrators, and representatives of institutions of higher learning abroad. The focus of this document is limited to modes of international interactions under the aegis of UW-Madison faculty and administration.¹

Specifically, the modes described below are:

- Study abroad
- UW-Madison as a study abroad site for other universities
- Student exchange agreements
- Course-to-course transfer of credit, Transfer agreements
- Articulation agreements
- Third party contracts for educational delivery
- Off-campus program or course location
- Distance education, distance delivery of educational programs
- Collaborative course or program sharing
- Sequential degrees
- Dual degrees
- Joint degrees

Some collaborative strategies are straightforward because well developed mechanisms and policies exist to support them. Other arrangements are not recommended because they may be prohibited by federal regulation or are so resource-demanding to implement as to be impractical (joint degrees). In many cases, the academic goals of program faculty and their partners may be advanced through approaches that have well established approval and implementation pathways, such as study abroad, student exchange, transfer of course credit, sequential and dual degree programs, or delivery of UW-Madison courses or programs at an off-campus site (either via distance or physical on-site delivery). Delivery of a UW-Madison program or courses at an off-campus site (in-state, out-of-state, or international) has extensive planning requirements and such programs should be undertaken with that in mind. Similarly, the University's experience with dual degrees is emerging and establishing dual degrees will require substantial planning and lead time.

¹ Collaborative arrangements governed by other universities or third party providers are not addressed. Collaborations with universities in Wisconsin and other states are also not covered here.

The over-riding principle to be observed when establishing academic partnerships is that *the academic responsibilities for UW-Madison offerings are to be retained by the UW-Madison faculty.*

Decisions about who will teach in the program, which students meet standards for admission to the program, the curriculum content and expectations about what the students learn in the program, modes of program delivery, and the determination of which students meet the standards to receive a UW-Madison credential must be retained by the UW-Madison program faculty, administration, and the shared governance process. Signature authority rests at the level of the Chancellor and/or the Board of Regents. If this level of autonomy is observed, then collaborations fit well within governance structures and the expectations of the academic community. Attention to these principles of faculty responsibility and authority are essential in the crafting of agreements. Models in which governance rights and responsibilities and the authority of the University are shared with or ceded to others (e.g., *bona fide* joint degrees) are not recommended.

Faculty and academic staff seeking to develop academic partnerships or collaborations with international universities should discuss their project with Gilles Bousquet, dean of International Studies, and Jocelyn Milner, director of Academic Planning and Analysis and/or their designees. Those consultations should take place early enough in the process to assure that plans are developed in compliance with policies of UW-Madison faculty and administration, UW System Administration and Board of Regent policies, and federal regulations that govern international inter-institutional partnerships.

Summary of Modes of International Collaborations

(Greyed cells indicate modes that are not readily implemented at UW-Madison)

Type	Short description	Approval and Special Considerations (Contact information as of November 2010)
Study Abroad	<p>UW-Madison students participate in a program operated through UW-Madison in which UW-Madison students enroll at a foreign university for a period of up to one (1) year. Students are awarded credit when the course credit they earned while in the program is transferred back to UW-Madison.</p>	<ul style="list-style-type: none"> • Readily implemented approach. • Typically used at the undergraduate level. Some graduate programs also feature study abroad programs. • Very useful when the program goals are for students to have an experience of up to a year's duration at an international partner institution. • Study abroad arrangements must be formally established under the auspices of the office of International Academic Programs to assure that all academic, administrative, and risk management issues are dealt with. • Credit limits apply by program. • Approval steps include program faculty, school/college dean's office, and International Studies/International and Academic Programs. • Some study abroad programs offered through other universities are pre-approved by UW-Madison. <p>Example: UW-Madison has more than 100 study abroad programs in place. See http://www.studyabroad.wisc.edu/ First Contact: Julie Lindsey, International Studies and Programs, jzlindsey@bascom.wisc.edu</p>
UW-Madison as a Study Abroad Site for Non-US Universities	<p>Students enrolled at a foreign university attend UW-Madison as participants in a Study Abroad program established by their home university with UW-Madison as the study abroad site for a period of up to one (1) year. Students earn credit when the course credit is transferred back to their home university.</p>	<ul style="list-style-type: none"> • Readily implemented approach. • Students would register as special students. • Very useful when the program goals are for students to have an experience of up to a year's duration at UW-Madison and earn their degree from the international partner institution. • Study abroad site arrangements must be formally established under the auspices of the office of International Academic Programs to assure that all academic, administrative, and risk management issues are dealt with. • Approval steps include program faculty, school/college dean's office, and International Studies/International and Academic Programs. <p>Example: Physics Graduate Program with Japanese university. First Contact: Julie Lindsey, International Studies and Programs, jzlindsey@bascom.wisc.edu, Cynthia Williams, International Studies and Programs, cwilliams@wisc.edu</p>

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Student Exchange Agreements	Reciprocal arrangement in which UW-Madison students study at a partner institution and partner institution students study at UW-Madison for a period of up to one year. UW-Madison students transfer credit earned away back to UW-Madison.	<ul style="list-style-type: none"> • Readily implemented approach. • Typically used at the undergraduate level. Some graduate programs also feature exchange programs. • Very useful when the program goals are for students to have an experience of up to a year’s duration at an international partner institution. • Exchange arrangements must be formally established under the auspices of the office of International Academic Programs to assure that all academic, administrative, and risk management issues are dealt with. • A key feature is that there should be a level of balance between the two institutions, as negotiated and specified in the agreement. Typically an equal number of students are exchanged over a three year period. • In some cases, student exchange agreements are UW-Madison-specific implementations of a UW System agreement. • Approval process includes program faculty, school/college dean’s office, and International Studies. <p>Example: UW-Madison has numerous exchange programs in place. See http://www.studyabroad.wisc.edu/ First Contact: Julie Lindsey, International Studies and Programs, jzindsey@bascom.wisc.edu Cynthia Williams, International Studies and Programs, cwilliams@wisc.edu</p>

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Course-to-Course Credit Transfer, Transfer "Contracts"	Pre-arranged recognition of the equivalency of specific courses at one institution to the corresponding course at UW-Madison. For degree-seeking undergraduates.	<ul style="list-style-type: none"> • Readily used approach and a recommended approach for degree-seeking undergraduates. • Institutional level coordination and infrastructure is in place. Approval is through the Office of Undergraduate Admissions-Transfer Admissions in collaboration with program faculty. • The student applies to be a degree-seeking student through the regular admission process. Courses already taken at other institutions are evaluated for equivalency to courses at UW-Madison by the Office of Admissions-Transfer Admissions (using equivalencies established in consultation with program faculty). • Assures a student the most flexibility upon enrollment and allows a student to participate in the full undergraduate experience. • A "Transfer Contract" can be established between the sending institution and UW-Madison that defines conditions that a student will meet to be prepared for success at UW-Madison. • "Transfer Contracts" are not appropriate for graduate and professional programs. See section on sequential and dual degrees. For graduate and professional programs, systems are not in place for transfer-of-credit. Instead, prior academic work may be used to waive certain program requirements. Programs waive requirements based on prior work as long as UW-Madison degree requirements are met. For example, a student may earn a UW-Madison masters degree as long as they earn 16 credits at UW-Madison and all specified requirements are met by UW-Madison courses or prior work. If program faculty want a formally recognized agreement, they may want to consider a sequential or dual-degree model, described below. <p>Examples: Hundreds of universities in the US and internationally have courses that transfer for credit. UW-Madison has several Transfer Contract arrangements with two-year colleges in Wisconsin that serve as models for agreements with international universities.</p> <p>First Contact: Andre Phillips, associate director of Undergraduate Admissions and Recruitment; Jocelyn Milner, director of Academic Planning and Analysis (jlmilner@wisc.edu)</p>

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Articulation Agreement or Program	Allows undergraduate students who have completed a specified curriculum at partner institution to apply to UW-Madison and enroll with advanced standing into a specific program even though the curricula at the partner institution would not transfer directly to meet preparatory requirements at UW-Madison. Usually for undergraduate programs.	<ul style="list-style-type: none"> • Appropriate only in very limited circumstances; not recommended. Transfer contracts can meet the same goals with better protections for the students. The admissions process can assure that students are prepared to succeed and the student can access all of UW-Madison’s program offerings without re-applying. Like many competitive-admission universities in the US, UW-Madison rarely develops articulation agreements. Articulation is a way for students from another institution to “go to the front of the line” for admission to specific UW-Madison programs. • Articulation agreements are usually effective to meet local (Wisconsin) educational priorities. • For program-to-program articulation agreements, students are admitted into a single UW-Madison program. If students want to change majors they have to “start over” and reapply and compete for general admission. • Articulation agreements represent new admission requirements and so they requires authorization of program faculty, school/college dean, institutional governance, provost, chancellor, and System Admin. <p>Example: Admission to BS-Nursing program from two-year Nursing programs at Wisconsin technical colleges, which meets a critical state need.</p> <p>First Contact: Jocelyn Milner, director of Academic Planning and Analysis (jlmilner@wisc.edu); Andre Phillips, associate director of Undergraduate Admissions and Recruitment.</p>
Third-Party Contract for Course Delivery Arrangements	UW-Madison contracts with a third-party for delivery of courses. In this case the third party would be an organization that is either not an institution of higher learning, or is one that is outside the USA.	<ul style="list-style-type: none"> • Contract delivery of courses is restricted by US Department of Education regulation. • Contracts for use of delivery platforms (e.g. distance delivery infrastructure) is permitted if the curricular content and instruction is from UW-Madison. These contracts go through the regular contract process. <p>Example: None.</p> <p>First Contact: Jocelyn Milner, director of Academic Planning and Analysis (jlmilner@wisc.edu). Also Don Miner, director of Business Services (dminer@bussvc.wisc.edu).</p>

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Off-Campus Program or Course Location (in-state, out-of-state, international)	UW-Madison courses are delivered by UW-Madison faculty and staff who are physically present at a remote site. Delivery of more than four UW-Madison courses a year or more than half of program requirements at the off-campus location requires special approvals by external agencies under US Dept of Education regulations.	<ul style="list-style-type: none"> • Appropriate only in special circumstances. • Appropriate when UW-Madison faculty seek to deliver a program at a site away from the UW-Madison campus to the population at that away-site. • Differs from some study abroad programs in that the audience for study abroad is UW-Madison students and the audience for these programs is the population at the away-site. • To qualify, the program must use UW-Madison curriculum. Instructors must have a UW-Madison instructional appointment and make use of UW-Madison infrastructure, policies, process. Students are subject to UW-Madison student policies. • Programs delivered at remote locations can be expensive to deliver and realistic planning for all costs is essential. • Requires authorization of program faculty, school/college dean, institutional governance, vice chancellor for administration, provost, chancellor, System Admin, Board of Regents, Higher Learning Commission (HLC), and the authorities that govern higher education at the away-site. <p>Example: BS-Nursing in La Crosse, Master of Social Work at UW-Eau Claire</p> <p>First Contact: Jocelyn Milner, director of Academic Planning and Analysis (for academic approvals) (jlmilner@wisc.edu); Cynthia Williams, International Studies and Programs (for MOU development) (cwilliams@wisc.edu).</p> <p>Additional Contact: Risk Management.</p> <p>Detailed guidelines for approval and implementation are posted under the “Off-campus degree programs and course locations” header at http://www.apa.wisc.edu/approvals.html</p>
Distance Education, Distance Delivery of Academic Programs by UW-Madison	UW-Madison courses are delivered by UW-Madison faculty and staff via distance technology.	<ul style="list-style-type: none"> • Readily implemented. • New courses require regular course approvals. • Program delivery requires authorization of program faculty, school/college dean, GFEC, UAPC, provost, chancellor, System Admin, and Board of Regents for new programs and for residential programs that will be developed to be distance-delivered (more than 50% of the program). <p>Example: BS-Nursing (Collaborative Program), Master of Engineering (Professional Practice option)</p> <p>First Contact: Jocelyn Milner, director of Academic Planning and Analysis (jlmilner@wisc.edu).</p>

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Collaborative Course or Program Resource Sharing	UW-Madison has a wide variety of arrangement with other universities in which curricular and educational resources are shared to leverage strengths of partner institutions and create synergy. Because of the variety of formats, these are challenging to classify.	<ul style="list-style-type: none"> • Tailored approach often allows for the most straightforward approach to achieving programmatic goals. • Depending on the goals of the program faculty, a tailored approach to collaboration may be the best approach. • Requirements for approval vary depending on program details. Many models for such collaborations can be devised with existing tools. • The needs of many such arrangements can be met with a “letter of agreement” that would cover the specific circumstances <p>Models:</p> <ul style="list-style-type: none"> - Committee on Institutional Cooperation (CIC) Course Share - CIC Travelling Scholars - Course sharing and sharing of advising of doctoral students in the PhD Art History at UW-Madison and the PhD Architecture at UW-Milwaukee, to leverage dovetailing expertise into a nationally prominent program in Vernacular Architecture. - Poultry Science Summer Course – a collaboration among major Midwestern research universities to provide courses in poultry science for this group of fairly small programs. - Cases in which a faculty member wants to make arrangements with another university to cover funding for a single graduate student. <p>First Contact: Jocelyn Milner, director of Academic Planning and Analysis (jlmilner@wisc.edu)</p>

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Sequential Degrees	Formalized arrangement in which students earn a specified degree at a partner institution and then applies to, enrolls in, and completes a second, related program at UW-Madison. Courses from the first program may be used to waive requirements in the UW-Madison program. The programs must both be post-bachelors level (graduate or professional programs.) Students will still be required to meet all UW-Madison program and degree requirements.	<ul style="list-style-type: none"> • May be appropriate for graduate and professional programs. • Students apply to the UW-Madison program, enroll, and make progress to degree as UW-Madison students. Program admission requirements may be set to require that the student has completed the first degree in the sequence at the partner institution. The two degrees in the sequence must both be at the same level (both post-bachelor’s graduate or professional programs.) • Requirements for approval vary depending on details. In some cases, no program approvals are required. If few students are involved, it is preferable for program faculty to give approval on a case-by-case basis for each student. • For systematic sequential degree partnerships in which all students are labeled as participating in an identifiable program, this approach requires authorization of program faculty, school/college dean, institutional governance, provost, chancellor. System or Regent and other approvals may be required in some circumstances, although they may not be required if programs are delivered under existing authorizations. • As long as all UW-Madison admission and program/degree requirements are met and the program faculty maintain control of the curriculum and program requirements, then no academic approvals are required by external agencies such as Higher Learning Commission. . <p>Example: GREM (MS-Business: Real Estate, Option: Global Real Estate Masters)</p> <p>First Contact: Jocelyn Milner, director of Academic Planning and Analysis (academic approvals) (jlmilner@wisc.edu); Cynthia Williams, International Studies and Programs (MOU considerations) (cwilliams@wisc.edu).</p>

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Dual Degree	Students complete the requirements for two degrees from two institutions, with efficiencies in course taking. Each institution is primarily responsible for its own degree.	<ul style="list-style-type: none"> • Recommended approach, especially for graduate and professional programs. In some cases this may be a useful mechanism for inter-institutional undergraduate agreements. • Requirements for approval vary depending on details. In some cases, no approvals are required, except on a case by case basis for each participating student. For systematic dual degree programs, approval is required of program faculty, school/college dean, institutional governance groups (GFEC, UAPC) and the provost and chancellor. • If the dual degree program makes use of an existing UW-Madison program authorization, and if all UW-Madison program/degree requirements are met, and the program faculty maintain control of the curriculum and program requirements, then approvals by external agencies such as HLC are probably not required. • These programs must be reported to UW System Admin, the Board of Regents, the Higher Learning Commission and other external agencies so institutional approvals and tracking are <i>required</i>. • If the dual degree is developed as a new program, then the process for new program approval is followed. • Care must be taken to maintain a “home institution” model in which the faculty and governance responsibility for the UW-Madison program remains with UW-Madison. <p>Examples:</p> <ul style="list-style-type: none"> - B.S. in Physics at UW-EauClaire, UW-LaCrosse, UW-Oshkosh, UW-River Falls dual degrees with, B.S. in Engineering at UW-Madison - B.S. in Chemistry, Computer Science, Math at UW-LaCrosse dual degrees with B.S. in Engineering, UW-Madison - Several dual degree programs between the Law School’s Master of Laws-Legal Institutions programs, and universities in Asia (to be grandfathering as dual degree programs under 2010-11 guidelines) <p>First Contact: Jocelyn Milner, director of Academic Planning and Analysis (academic approvals); Cynthia Williams, International Studies and Programs (MOU considerations).</p>

Type	Short description	Approval and Special Considerations (Contact information as of November 2010)
Joint Degree	A single degree authorized and conferred by two or more partner institutions; faculty, governance groups, governance boards share authority.	<ul style="list-style-type: none"> • Not readily put in place at UW-Madison. Currently no capacity to develop joint degrees at UW-Madison. • The shared, overlapping governance of a program with another university or college makes these programs especially challenging to establish. • Requires authorization of program faculty, school/college dean, institutional governance, provost, chancellor, UW System Administration, Board of Regents and Higher Learning Commission. Also require approvals at several levels by the partner institution. For international joint degrees, approvals from national-level agencies that oversee higher education are often required. <p>Example: Doctor of Audiology, with UW-Stevens Point, authorized by the University of Wisconsin Board of Regents; program is offered jointly, but degree is actually awarded separately by each “home institution”.</p>

APPENDICES

The following documents are available at <http://www.apa.wisc.edu/approvals.html>

- University Travel Committee – Travel Guidelines for UW-Madison Faculty, Staff, and Students (not yet available)
- Guidelines for Dual and Sequential Degrees between UW-Madison and Foreign Universities
- UW-Madison Guidelines for Off-campus Academic Degrees Sites and Course Locations, adopted April 2008.
- Higher Learning Commission Guidelines for Approval of Off-Campus Instruction (issued December 2008)