

**BRIEF NOTES – approved 9/17/2019**

College of Letters and Science Academic Planning Council  
May 7, 2019, 1:00 – 2:30 p.m., 101 South Hall

Chair: Karl Scholz

Members present: Dan Kapust, Rebecca Dunn, Jana Valeo, Ruth Litovsky, Cécile Ané, Heather Allen, Seth Blair, Katherine Bowie

Members absent: Sarah Jedd

Observers present: Shirin Malekpour, Elaine Klein, Eric Wilcots, Sue Zaeske, Greg Downey, James Montgomery, Kimbrin Cornelius, Jennifer Noyes, Cal Bergman

**1. Announcements.** No announcements.

**2. Consent Agenda. (a) Approval of notes – April 23, 2019.** Attendance will be corrected – both CA and HA were absent. **(b) Request for Comment (i) UW System: UW-Platteville Notice of Intent to Offer BS “Cybersecurity”** Members approved the consent agenda.

**3. Request for Comment (a) UW-Madison, School of Human Ecology, BS-Personal Finance: Request to Create Named Option, “Online Program”** The Chancellor has committed to creating a fully online UW Madison degree by 2020; this proposal creates such a program. It is intended for students unlikely to attend a residential program, such as returning adults who previously started but did not complete a bachelor’s degree. Given the primary role of L&S plays teaching general education courses for undergraduate students across campus, L&S has been participating in planning meetings with SoHE about offering these courses for the degree. In conversation, members wondered how many new courses L&S courses would need to create. KS noted L&S already offers online general education courses in the summer, and whenever possible these would be converted to a fall/spring length to be used in the program. Members also wondered about the admission requirements for the program; EMK reported they will be the same as our current transfer admission requirements. Members approved a motion to support both the new online degree and L&S plans to teaching online general education courses for the degree. They commended our colleagues in SOHE for initiating this pilot, as it will reveal the needs of online students, the challenges of meeting them, and how to best serve this population. **(b) UW-Madison, School of Human Ecology, Capstone Certificate in Community and Nonprofit Leadership.** Both LaFollete and Social Work have course offerings in this area (non-profit policy review, organization, etc.), but neither have opposed the certificate. Members approved a motion to support the new certificate.

**2. Academic Program Review (a) English: Master of Fine Arts, Creative Writing.** SZ noted the program is highly regarded nationally, students have high placement rates on completion, and that the program has small cohorts that allow for students to work closely with faculty and each other. Members agreed with the recommendation that the PhD minor be closed to pursue the formal establishment a Creative Writing Institute. They also recommended the department work with their associate dean on explore the possibility of post-degree support for students in the program. Finally, members noted the challenges of assessment in small programs, but were appreciative of the program’s assessment strategies and continued consideration of how to best assess the effectiveness of the program. Members approved a motion to accept the report as complete.

**3. Consultations of the Dean (a) Follow up discussion: Wisconsin in the Information Age Report.** KS circulated the report to members (discussed in a previous APC meeting). **(b) Revisions to L&S APC Operational Procedures.** EMK drafted revisions to clarify the procedures. These suggested revisions respond to some questions that were asked during the last election. These clarifications include:

- faculty may vote in all the faculty APC races, regardless of divisional affiliation.
- Staff must have term appointments that are at least three years to run (since the term is three years).
- Everyone (including short term staff) may vote.

In addition, EMK added information about the council's role in providing advice to the Dean about a variety of issues, as well as information about joint college meetings (including the procedure of each APC voting as a separate body). Members agreed these revisions were appropriate and helpful.

**Notes submitted by Kimbrin Cornelius, Curriculum Administrative Specialist**