

ACADEMIC PLANNING COUNCIL MINUTES
Wednesday, April 5, 10-11 a.m.

Present:

Carolyn Kelley, Jeff Hamm, Barb Gerloff, Julie Mead

Department Representatives: Gary Diffee, Erica Halverson, Nick Hillman, Bill Hoyt, David Kaplan, Dan Lisowski, Nancy Mladenoff, Adam Nelson, Jin-wen Yu

Staff Representatives: Ann Halbach, Robin Worth, Ann Fillback-Watt

The Academic Planning Council was called to order at 10:20 a.m.

A motion to approve the April agenda and the March minutes was moved and seconded, and unanimously approved.

Social Studies Minor for Elementary Education (Erica Halverson)

The proposed new minor in Social Studies is designed for students in the Middle Childhood/Early Adolescence named options. Currently, there are broad-field minor options in English Language Arts, Math, and Science. This would provide an option for students interested in teaching Social Studies at the middle school level. It has been long requested by students and will immediately fill a need in the program.

Erica Halverson moved and Robin Worth seconded. Unanimously approved.

Proposed University of Wisconsin-Madison Credit Hour Policy

Jeff Hamm and Carolyn Kelley shared a draft of the University of Wisconsin-Madison Credit Hour Policy for feedback from the committee. The University Curriculum Committee has requested feedback from Schools and Colleges about the draft policy, which codifies practice in the definition of expectations for student work for each hour of credit awarded. The proposed policy maintains current guidelines for undergraduate courses of 1 hour (a standard 50-minute instructional hour constitutes one hour of class time) per credit plus 2 hours of work for students outside of class. For non-face-to-face and other course formats, the expectation would be at least an equivalent to 3 hours of work per week for each hour of credit awarded, or 45 hours per credit per semester.

The change proposed in the policy to current practice is to require that faculty include in their syllabi a statement about how this requirement is fulfilled. Committee members were unanimous in their opposition to the syllabus requirement. They felt that Departments (the Department Chairs or Department Curriculum Committees) should take ownership of what each course requires in terms of contact hours and student work, and should review syllabi periodically to ensure compliance with the policy, with particular attention to changes resulting

from changes in instructional delivery mode. Requiring a statement in every syllabus is inefficient, creates unnecessary burden on faculty, promotes diverse interpretations of the policy, and invites students to critique faculty expectations and use the statement as an excuse to not to complete required assignments. While faculty will make their best effort to determine how much time course assignments take to complete, there is a wide range in every class in how long students take to do the work. In general, it is inefficient to create thousands of distinct interpretations of the policy across campus, or to replicate thousands of times for students in individual syllabi. The committee recommends that the campus publish the credit hour policy in the Guide, rather than decentralizing the communications process to the syllabus level.

Carolyn Kelley offered to summarize the discussion and share it with the Committee for any additional feedback from Departments prior to submitting our response to campus.

Meeting adjourned at 10:55 a.m.

Minutes respectfully submitted by Carolyn Kelley

Minutes approved by Diana Hess

Minutes approved by Academic Planning Council