From: Provost Office
To: Glass Ronald J; Kraemer Eric R; Rivera Omar E; Ross Sheryl T; Scherwitz Sharon L;
cc: Benson Ruthann E; Hoar Robert H; Hoffman Michael A; Morgan Betsy L; Wilson Carmen R;
Subject: Academic Program Review
Date: Tuesday, May 20, 2008 3:36:19 PM

UNIVERSITY of WISCONSIN
LA CROSSE

April 20, 2008

To: Members of the International Studies Minor Program

From: Bill Colclough, Interim Provost and Vice Chancellor for Academic Affairs

Re: Academic Program Review

As one component of a commitment to excellence at UW-La Crosse, academic departments undergo an Academic Program Review (APR) on a regular cycle. Departments that have external accreditation, participate in UW-L's APR the year following their accreditation review. Departments without external accreditation participate in the process every seven years and the process includes an external reviewer. Free standing minors go through an abbreviated process every seven years.

Each department develops a self-study as part of the process that reflects on curriculum, assessment, new initiatives, personnel, and support for achieving the program's goals. Academic program review is the responsibility of the faculty who comprise an academic department. Consequently, we are sending this letter to all members of your department.

The International Studies Minor Program will undergo review by APR in 2009. The department's last APR was reviewed by Faculty Senate in 2006.*

In the latest review the recommendations listed below were put forth by APR. Since the time of the review these recommendations may have gained or lost salience. However, in your next review, your department will be asked to describe how they responded to the recommendations.

1. *Emphasize new "advertising" methods for increasing awareness about*

International Studies among faculty, advisors, and students.

2. *Seek an increased budget, and an increased library budget. If the International Studies Minor Program is to continue at UW-L, then additional resources must be allocated by UW-L.*
3. *Seek a small suite of offices to house the international studies minor. Having a separate space would help students, faculty and staff identify the program.*
4. *Pursue a grant that would provide for faculty development in the area of Asian study and African study, as well as grants that would continue to support the program in general.*
5. *Interact with administrators and relevant departments to make strategic hires that would help the Program to offer more courses in the areas of Asian study and African study. As UW-L continues its efforts to enhance its international mission, it should not rest content with the excellence that it has achieved in European and Latin American Studies, but should expand this excellence into other important regional areas as well.*
6. *Consider implementation of more formalized assessment techniques.*
7. *Develop a plan for formally rewarding faculty who teach the INS 495 Capstone Individual Study courses for the program.*

Over the past several years, the Provost's Office has worked with the APR committee and Faculty Senate to ensure up-to-date and useful documentation regarding APR. At the Faculty Senate website you will find timelines, policy, self-study formats, and samples of letters and schedules for external reviewers: http://www.uwlax.edu/facultysenate/committees/APRindex.html.At the Provost's Office website, we have posted the last set of APR recommendations for each unit/department and the full documentation for several of the more recently reviewed programs. http://www.uwlax.edu/provost/assessment/apr/calendar.htm.

Please feel free to ask your chair, Faculty Senate or our office about the process if you have questions.

CC: Ruthann Benson (Dean of College of Liberal Studies)
Bob Hoar (Faculty Intern to the Provost 2008-2009)
Mike Hoffman (Chair – APR 2007-2008)
Betsy Morgan (Faculty Intern to the Provost 2007-2008)
Carmen Wilson (Chair – Faculty Senate 2007-2008)

* The cycle for programs is based on the schedule posted at the link below:

http://www.uwlax.edu/facultysenate/committees/APRindex.html.
Departments may request an official deferment for cause for one year. Only an official deferment alters the schedule.

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