From: Provost Office
To: Bratina Bonita J; Hoffman Michael A; Rajagopal S N; Rott Marc A; Schwan William R; Taylor-Winfrey Bernadette C; Winfrey Michael R;
cc: Mclean Karen P; Hoar Robert H; Hoffman Michael A; Morgan Betsy L; Wilson Carmen R;
Subject: Academic Program Review
Date: Thursday, May 15, 2008 3:13:42 PM

UNIVERSITY of WISCONSIN
LA CROSSE

April 15, 2008

To: Members of the Department of Microbiology

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 Department of Microbiology will undergo review by APR in 2008. The department's last APR was reviewed by Faculty Senate in 2002.*

In the latest review the concerns and recommendations listed below were put forth by APR. Since the time of the review these may have gained or lost

salience. However, in your next review, your department will be asked to describe how they responded to the recommendations.

Concerns

The APR Committee has no major areas of concern regarding the Department of Microbiology. However, some minor concerns were identified:

1. *Faculty have very heavy teaching loads and do not receive adequate credit for activities such as mentoring undergraduate and graduate research projects.*
2. *Inadequate space for teaching laboratories, prep room and some research laboratories.*
3. *Low number of students that declare Microbiology as a major in their freshman year.*
4. *Lack of a budget line for instrumentation acquisition and repair and lack of yearly increases in the supply budget.*
5. *Insufficient number of assistantships and out-of-state waivers for graduate students.*

Recommendations

The APR Committee realizes that some of the actions required to solve some of the concerns are beyond the reach of the Department of Microbiology, but in some areas the department can have a more active role.

We recommend that the department continues implementing measures and finding new ways to attract freshmen to a major in Microbiology. The department should continue its excellent job in securing extramural funds, especially for equipment acquisition and curricular development, and should find creative ways to redistribute the teaching load in order to meet the SCH, but at the same time recognize the individual contributions to research mentoring.

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: Karen McLean (Dean of Science and Health)
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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