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| **From:** | Provost Office |
| **To:** | Balfany Gregory J; Fisher Tammy M; Frye Christophe B; Kelly Terence; Ritterling Soojin K; Oliveira Enaldo A; Pinnell Richard T; Tollefson Mary J; Walth Gary K; |
| **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 3:44:31 PM |

UNIVERSITY of WISCONSIN
LA CROSSE

April 20, 2008

To: Members of the Music Department

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 Music Department will undergo review by APR in 2010. During the 2000-2001 school year, the program submitted an accreditation report to the National Association of Schools of Music (NASM), and the report was accepted in January of 2003. The department's last APR was reviewed by Faculty Senate in 2007.*

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. *The Department and the School of Education should continue to address issues related to advising, admissions of, and credit policies regarding music education students. We see this as very beneficial to the long-term health of the Department.*

2. *The Department needs to explore ways to further engage in fund raising so as to collaborate with the College of Liberal Studies and the School of Arts and Communication to make a new concert hall a priority.*

3. *The Department needs to foster better recruiting methods that can attract full-time or high profile instructors as private teachers for specialty instruments in order to request an increase in the adjunct budget.*

4. *The Department needs to improve mentoring and support of junior faculty.*

5. *The Department of Music should undergo its next Academic Program Review in seven years.*

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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