

## **Programs Committee**

Chair: Adam Nelson, Senior Associate Dean for Academic Programs

Support: Maddie Sychta, Academic Planner

The Programs Committee is responsible for reviewing and approving proposed changes to SoE academic courses and programs. Programs committee members review proposals for consistency with School, campus, or regulatory guidelines (such as ensuring that the contents of the syllabus meet campus requirements, or that the course is in compliance with credit hour requirements); course quality (e.g., the contents of the course support stated learning outcomes); and connections to other departments' courses or programs.

The Programs Committee is comprised of one elected representative from each academic department in the SoE, one SoE undergraduate student representative, and one SoE graduate student representative. Programs Committee members act as liaisons on behalf of their department or peers to review, approve, and provide feedback on SoE programmatic initiatives. For a full description of the Programs Committee's purview, [see the Programs Committee charge document](#).

If you have questions about the Programs Committee, contact [Adam Nelson](#) or [Maddie Sychta](#).

## **Academic Planning Council**

Chair(s): Diana Hess, Dean and Adam Nelson, Senior Associate Dean for Academic Programs

Support: Maddie Sychta, Academic Planner

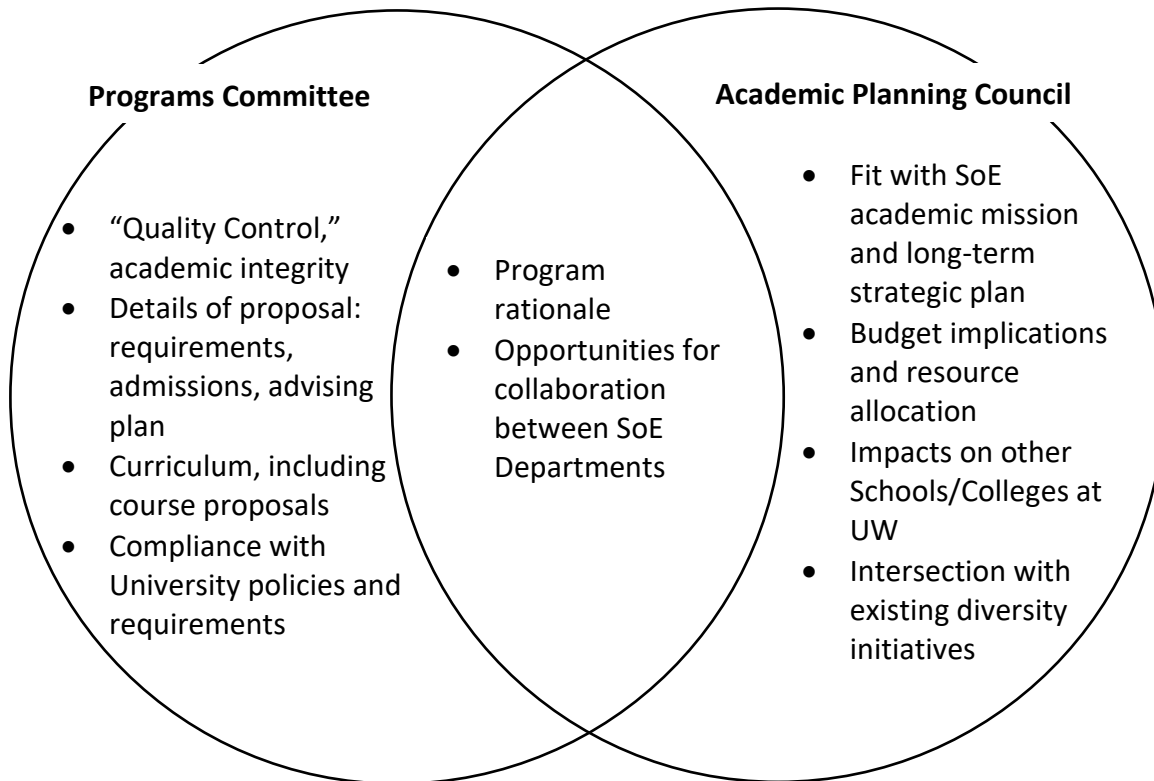
The SoE Academic Planning Council (APC) is a governing committee established in accordance with [Faculty Policies & Procedures 3.08](#). The APC represents faculty and staff voice within the School, and is comprised of one elected representative from each academic department and two academic staff members from any unit in the SoE. The APC provides advice to the Dean on program reviews, strategic and long-term planning, resource allocation, diversity initiatives, programmatic actions, and other factors that affect the SoE's ability to fulfill its academic mission. The APC also reviews and approves major changes to the academic program structure of the SoE (new programs, program discontinuation, etc.).

For a full description of the APC's purview, [see the APC charge document](#).

If you have questions about the APC, or if you would like to submit an agenda item for consideration, contact [Adam Nelson](#) or [Maddie Sychta](#).

## Proposing a New Program?

The Programs Committee and the APC play a critical role in the new program proposal process. Both committees review and approve new program proposals, but the reviews focus on different aspects of the proposal.



When presenting to the Programs Committee, be prepared to speak to the specifics of the program's courses, rationale, or advising plan. APC will want to learn about the department's plan to staff and fund a new program, to consider how the new program might fit with the SoE's mission, or to discuss the impact of a new program on other Schools/Colleges on campus.

See the table below for a side-by-side comparison of each committee's charge.

Programs Committee	Academic Planning Council
<ul style="list-style-type: none"> <li>• Review and approve all proposed new courses, course changes, or course deletions;</li> <li>• Review and approve all development, revisions, and suspension or deletion of academic programs, including programs of advanced studies;</li> <li>• Review and approve changes in criteria, policies, and procedures for admission to School of Education programs;</li> <li>• Review and approve school-wide academic policies and initiatives significant to the academic life of students under the purview of the faculty of the School of Education; such as policies concerning degree requirements, academic standing, graduation with honors, satisfactory progress, and grievance and appeal procedures;</li> <li>• Consider impacts of Wisconsin Department of Public Instruction and Wisconsin Department of Regulation and Licensing regulations and legislative initiatives and, as necessary, review and approve changes in programs that lead to professional certification or licensing;</li> <li>• Monitor field experience courses, including practica, student teaching, internship assignments, and all clinical experiences of the various professions.</li> </ul>	<ul style="list-style-type: none"> <li>• Program reviews and the development or deletion of academic programs (e.g., majors, certificates, Ph.D. minors, etc.);</li> <li>• Strategic and long-term planning;</li> <li>• Budgetary planning and resource allocation;</li> <li>• Programmatic decisions likely to affect promotion and tenure or the non-renewal of faculty;</li> <li>• The impact of programmatic decisions on diversity;</li> <li>• Provide feedback about academic proposals from other Schools/Colleges or UW System institutions; and</li> <li>• University or School policies or other factors that affect the school's ability to fulfill its academic mission.</li> </ul>

Still have questions? Contact [Adam Nelson](#) or [Maddie Sychta](#).

### **Administrative Council**

Chair: Diana Hess, Dean

Support: Jason Roth, Administrative Assistant

The SoE Administrative Council (AC) is a leadership and advisory committee. Committee members include senior administrative staff, department and unit leadership, and academic and university staff representation. AC discusses policy, strategic planning, and other School priorities, in addition to providing a place to welcome new leadership. AC members engage in

small and large group discussions about issues affecting the larger SoE community to encourage collaboration and communication across the School.

To learn more about the AC, [see the committee's webpage](#).

If you have questions about the AC, contact [Adam Nelson](#) or [Jason Roth](#).

### **Chair's Council**

Chair: Diana Hess, Dean

Support: Jason Roth, Administrative Assistant

The SoE Chair's Council is an advisory committee staffed by SoE department chairs. Chairs meet monthly to discuss issues that impact the SoE's ten academic departments.

If you have questions about the Chair's Council, contact your department chair or [Jason Roth](#).

### **Senior Staff**

Chair: Diana Hess, Dean

Support: Jason Roth, Administrative Assistant

The SoE Senior Staff committee is composed of SoE unit leaders who serve the entire School. The Senior Staff meet regularly to discuss issues related to the leadership of the School and provides recommendations and feedback to the Dean.

If you have questions about the Senior Staff, contact your unit leader or [Jason Roth](#).

### **Equity, Diversity, and Inclusion Committee**

Chair: Percival Matthews, Interim Associate Dean for Equity, Diversity, and Inclusion

Support: Jason Roth, Interim Support

The SoE Equity, Diversity, and Inclusion Committee (EDIC) is an advisory committee that promotes equity, diversity, and inclusion within the SoE. The EDIC provides feedback to the Associate Dean for Equity, Diversity, and Inclusion on matters related to the functioning of the Office of Equity, Diversity, and Inclusion, and diversity initiatives in the SoE.

For a full description of the EDIC's purview, [see the EDIC webpage](#).

If you have questions about the EDIC, contact [Percival Matthews](#) or [Jason Roth](#).