

## Program Change Request

### New Program Proposal

Date Submitted: 10/24/23 8:46 am

Viewing: : **Graduate Certificate in Education Law and Civil Rights**

Last edit: 02/01/24 1:14 pm

Changes proposed by: waldeck2

#### In Workflow

1. ELPA Dept. Approver
2. EDU School Admin Reviewer
3. EDU School Approver
4. APIR Admin
5. GFEC Approver
6. UAPC Approver
7. Registrar

Name of the school or college academic planner who you consulted with on this proposal.

Name
Cindy Waldeck - EDU

Proposal Abstract/Summary:

The ELPA Department is proposing a new Graduate/Professional Certificate in Education Law and Civil Rights . The 9-credit certificate will allow ELPA to promote legal literacy to a larger audience. The graduate certificate will focus on legal issues that arise in public elementary and secondary schools but provide flexibility to students interested in higher education law.

#### Approval Path

1. 10/30/23 11:31 am  
Shari Smith (slsmith7):  
Approved for ELPA Dept. Approver
2. 12/04/23 9:25 am  
Cindy Waldeck (waldeck2):  
Approved for EDU School Admin Reviewer

### Basic Information

Program State: Active

Type of Program: Certificate

Who is the audience? Graduate or professional

Home Department: Ed Leadership & Policy Analysis (ELPA)

School/College: School of Education

The program will be governed by the home department/academic unit as specified. Will an additional coordinating or oversight committee be established for the program?

No

Is this in the Graduate School? Yes

SIS Code:

SIS Description:

Transcript Title: Graduate Certificate in Education Law and Civil Rights

Roles by Responsibility: List one person for each role in the drop down list. Use the green + to create additional boxes.

Role Type	Name (Last, First)	Email	Phone	Title
Department Chair	Welton, Anjale	adwelton@wisc.edu	608/262-8402	
Faculty Director	Eckes, Suzanne	seeckes@wisc.edu		
Primary Contact	Eckes, Suzanne	seeckes@wisc.edu		
Primary Dean's Office Contact	Waldeck, Cindy	waldeck2@wisc.edu		

List the departments (other than the home department listed above) that have a vested interest in this proposal.

Departments
Law School (LAW)
LaFollette Schl Public Affairs (PUB AFFR)
Sociology (SOCIOLOGY)
Sandra Rosenbaum Schl Soc Work (SOC WORK)
Educational Policy Studies (ED POL ST)
Rehab Psych and Special Educ (RP & SE)
Educational Psychology (ED PSYCH)

Are all program reviews in the home academic unit up to date? Yes

Are all assessment plans in the home academic unit up to date? Yes

Are all assessment reports in the home academic unit up to date? Yes

Mode of Delivery: Face-to-Face (majority face-to-face courses)

Will instruction take place at a location geographically separate from UW-Madison? No

Will this program have outside accreditation? No

Will graduates of this program seek licensure or certification after graduation? No

First term of student enrollment: Fall 2024 (1252)

Year of three year check-in to GFEC (3 years after first student enrollment):  
2027

Year of first program review (5 years after first student enrollment):  
2029

If this proposal is approved, describe the implementation plan and timeline.

If approved, the implementation plan for the graduate certificate is to begin offering to declare in Fall 2024. Courses required for the certificate are already regularly offered in ELPA.

### Rationale and Justifications

Why is the program being proposed? What is its purpose?

Several students who have taken some of the education law courses have expressed interest in being able to earn a certificate in this area of specialization. There are many different legal issues arising in schools right now (e.g., banned books, changes to affirmative action, anti-trans policies, inequitable funding practices). The certificate will address many of these pressing issues from a legal perspective.

How is the certificate program designed to complement the degree/major of participating students?

We are hoping the certificate might serve as a gateway for students from other programs. For example, a law student who pursues the 9-credit certificate might also consider our master's in ed policy (with the education law strand).

Do current students need or want the program? Provide evidence.

When education law courses were taught to our PhD students, who are also practicing administrators, several of them asked the department if we could create an education law certificate program. They need more legal expertise to confront the many dilemmas that arise in schools – especially civil rights-related issues. I am happy to provide names of students who approached me from this class and others.

What is the market, workforce, and industry need for this program? Provide evidence.

Current ELPA graduate students and graduate students from Law and La Follette have expressed an interest in having a graduate certificate reflected on their transcript that indicates a focus on education law. For example, some law students will eventually practice in the area of education law. This certificate would give them some additional expertise about pressing legal issues that impact schools. Likewise, education students who are aspiring principals and superintendents have discussed their interest in additional education law coursework. School leaders would benefit from additional coursework in this area as several legal issues that intersect with students' civil rights arise on a daily basis. Creating the Graduate Certificate in Education Law and Civil Rights will continue to build on this interest and momentum.

What gap in the program array is it intended to fill?

The proposed program at UW Madison will instead be focused on civil rights law/education to distinguish ourselves.

### Diversity and Inclusion

Describe how the proposed program curriculum and learning outcomes will advance inclusive excellence. Discuss specific components and requirements within the curriculum that will offer students opportunities and learning activities to engage in diversity with respect to perspectives, theories, practices, and populations different from themselves. If internships or clinical, practicum, or experiential learning experiences will be required, discuss how students will have access to diverse practice settings.

The courses included in this program cover topics involving discriminatory practices against populations that have been historically marginalized in schools. Through a legal lens, we analyze existing case law, statutes, and regulations to assist those working in schools create policies that are inclusive and meet their legal obligations. The attached proposal identifies a few learning outcomes.

Discuss how the proposed program will actively pursue an equity in student recruitment, access, retention, and degree completion. Describe specific strategies to identify and recruit a diversified student population for programs that do direct admissions. Include evidence-based and effective practices. Provide examples of academic and student support services that will be implemented to support student learning success and completion.

This will be a graduate professional certificate program as opposed to a capstone certificate program. Thus, the students participating in this program will have already been recruited to the UW and are already enrolled in of our programs. Specifically, the UW admissions program will have already recruited the students while considering equity. Also, this is only a 9-credit certificate program that involves existing courses, so advising will be less intensive when compared to a masters or PhD program. Nevertheless, we will have a point person who meets and supports students' academic needs to ensure success across the three courses.

Consider how the proposed program will ensure equity in recruiting and hiring of faculty, instructional staff, and staff who will oversee the program curriculum, professional/career development experiences, and research/scholarship where relevant.

In ELPA, we have been trying to recruit lawyers who also have a PhD. We are explicitly recruiting instructors with diverse backgrounds to teach in our education law-related courses. As this certificate program grows, we hope to hire a more diverse teaching pool to work as a team with the existing ELPA faculty.

Note any plans or strategic initiatives at the university that are closely linked with the development of the proposed program. Note how efforts will align with the appropriate and applicable accreditation standards that address diversity where relevant. To the extent that the response to questions related to diversity, equity, and inclusion are connected to plans at the department, school/college or university, make those connections explicit where relevant.

Although we are unaware of how the certificate program might align with other university strategic initiatives, we do know that the program will align with DEI goals. These are outlined on the attached proposal.

### Faculty and Staff Resources

List the core program faculty and staff with title and departmental affiliation(s) who are primarily involved and will participate in the delivery and oversight.

Name (Last, First)	Department	Title
Eckes, Suzanne	Ed Leadership & Policy Analysis (ELPA)	Faculty Director

What resources are available to support faculty, staff, labs, equipment, etc.?

These are already existing courses; no new resources are necessary.

Program advisor(s) with title and departmental affiliation(s).

Name (Last, First)	Department	Title
Eckes, Suzanne	Ed Leadership & Policy Analysis (ELPA)	Faculty Director
Smith, Shari	Ed Leadership & Policy Analysis (ELPA)	Graduate Program Manager

Describe how student services and advising will be supported

Students will be advised primarily through their existing masters or PhD program. Nevertheless, ELPA will have a point person to provide specific advising as it relates to the three courses chosen in the certificate program.

Confirm that the program advisor(s) or coordinator(s) have been consulted and reviewed this proposal.  Yes

### Resources, Budget, and Finance

Does the program or change require substantial new resources other than those just described? Describe the needs. Confirm that the dean is committed to providing the resources.  
no, no new financial resources are required because the courses are already offered regularly.

Are new Library resources needed to support this program?  
No

Describe plans for funding students including but not limited to funding sources and how funding decisions are made.  
n/a, this is a certificate program and student funding will be addressed by their primary academic program.

### Curriculum and Requirements

Guide Admissions/How to Get In tab

This certificate is open to any UW-Madison student enrolled in a graduate level program. Students can declare their intent to pursue the certificate by completing the [Add/Change/Discontinue application process](#) through the Graduate Student Portal (found in MyUW) and selecting the Certificate in Education Law and Civil Rights.

Describe plans for recruiting students to this program.  
We already have several PhD students, who are practicing administrators who have asked for this program. We also have several law students who have pursued education courses and/or degrees in the past. Many law students already take 6 credits at the School of Education, so this certificate would only require one additional course. We imagine several will pursue this certificate.

What is the recruiting and admissions strategy for underrepresented students?  
As noted above, UW will have already recruited students from underrepresented groups to campus. We are simply offering a certificate to students who have already been recruited and admitted. We expect that many of these students will already be enrolled in one of our education-law related courses and will decide to pursue the certificate.

Projected Annual Enrollment:

Year	Projected Enrollment
Year 1	5
Year 2	10
Year 3	15
Year 4	20
Year 5	25

Describe plans for supporting enrollments that are much higher or much lower than the anticipated enrollment.  
It really will not impact the department because all of these courses are regularly offered. If enrollment is low, we will have the same number of students who would have been enrolled before the certificate began. If enrollment is higher than expected, we already have identified a very diverse pool of instructors (adjuncts/lecturers) who have the legal backgrounds to teach these courses. We are happy to provide names of this diverse pool of instructors.

Those who are not familiar with using the html editor fields may upload a document with information about the curriculum for use by those who will format and edit the content that will appear in the Guide.

Guide Requirements tab

Completion of at least 1 of 2 required courses		
<a href="#">ELPA 840</a>	Public School Law	3
<a href="#">ELPA 640</a>	Legal Rights and Responsibilities for Teachers	3
Completion of 6 credits from the following options:		
<a href="#">ELPA 442</a>	Civil Rights Laws, the Courts, and Public Education	3
<a href="#">ELPA 832</a>	Resource Allocation for Equity and Social Justice	3
<a href="#">ELPA 841</a>	Legal Aspects of Higher Education	3
<a href="#">ELPA/ED POL/ED PSYCH/RP &amp; SE 842</a>	Legal Foundations of Special Education and Pupil Services	3
<a href="#">ELPA 870</a>	The Politics of Education	3
<a href="#">ELPA 910</a>	Seminar in Educational Law	3

Total credits required:  
9

Guide Graduate Policies tab

### Program Learning Outcomes and Assessment

List the program learning outcomes.

	Outcomes – enter one learning outcome per box. Use the green + to create additional boxes.
1	Identify various legal issues that are inherent in schools
2	Examine various legal principles and their application
3	Analyze current school practices from the standpoint of potential legal controversies, including the ability to recognize preventative law situations
4	Engage in academic discourse involving issues of social justice and the democratic underpinnings of education

When learning outcomes are changed, a new assessment plan must be uploaded.

Summarize the assessment plan.

In order to ensure that students have mastered the program's learning outcomes, students will be assessed using a wide variety of tools, including podcasts, papers, presentations, and exams.

Department Approved [CivilRightsLawEducationAssessmentPlan.docx](#)  
 Assessment Plan:

### Related Programs

### Commitments

Graduate/professional certificates require at least 9 and typically no more than 12 total credits.

At least 6 credits of graduate-level coursework (i.e., courses numbered 700 or above, or 300 or above with the graduate attribute) must be earned to satisfy graduate/professional certificate requirements.

Graduate/professional certificates will be awarded at the same time the student's degree/major is awarded and will not be awarded independent of an earned degree.

All required courses are approved through the school/college level.

Yes

Courses are offered on a regular basis to allow timely completion.

Yes

Courses have enrollment capacity.

Yes

All requirements consist of courses numbered 300 or higher.

Yes

Courses in which a student elects the pass/fail grading option or audit option will not satisfy certificate requirements.

Yes

Ideally, topics courses will only be included if all offerings/topics of the given course can be used to satisfy requirements.

Yes

All requirements must be met; exceptions that amount to waiving requirements are not permitted.

Yes

Course substitutions to the curriculum should be kept to a minimum; if substitutions are being made on a regular basis, the curriculum should be re-examined. When course substitutions are made, the substituted course should be formally added to the curriculum through governance for inclusion in the curriculum the following academic year.

Yes

Substitutions are not permitted for any course unless the substitution would be provided for every student with the same substitution request.

Yes

At least half of the credits must be earned in residence (UW-Madison on campus, study abroad, or distance courses); exceptions to the minimum residency requirement are not permitted.

Yes

Unless otherwise specified, students must earn a minimum grade of C in each course used to meet certificate requirements. Students must achieve a minimum 3.0 cumulative GPA for all courses required for the certificate.

Yes

The program faculty/staff will ensure the program website, Advance Your Career materials if applicable, and other presentations are consistent with the Guide information for this program.

Yes

Certificates will not be awarded retroactively to graduated students who completed all requirements before the program was approved. In addition, certificates will not be awarded to students who complete all certificate requirement but failed to officially declare the certificate before graduating, or to students who completed requirements after graduating via additional coursework or course substitution/exception.

Yes

### Supporting Information

List name and department of those who are in support of this proposal.

Name (Last, First)	Date of contact/support letter received	School, College, or Department	Comment by contact person	On behalf of
Tokaji, Dan	1/24/2024	Law School (LAW)	Letter of Support	Law School
Nemet, Gregory	1/24/2024	LaFollette Schl Public Affairs (PUB AFFR)	Letter of Support	LaFollette

If those supporting the proposal provided a letter or email of support upload here. A letter is NOT required. Upload any other explanatory information about support from other UW-Madison units. [Certificate in Education Law and Civil Rights - ltr of support - Law School.pdf](#)  
[LFS Support for Ed Law and Civil Rights Cert.pdf](#)

Additional Information:

### Approvals

*Department Approval - This proposal has been approved by the faculty at the department/academic unit level. The program faculty confirm that the unit has the capacity and resources (financial, physical, instructional, and administrative) to meet the responsibilities associated with offering the program, including offering the necessary courses, advising students, maintaining accurate information about the program in the Guide and elsewhere, conducting student learning assessment and program review, and otherwise attend to all responsibilities related to offering this program.*

Enter any notes about approval here:  
 The ELPA faculty voted to approve the graduate/professional certificate at the ELPA Department meeting on 11/13/2023

Entered by: Cindy Waldeck Date entered: 1.30.24

*School/College Approval - This proposal has been approved at the school/college level and it is submitted with the Dean's support. The Dean and program faculty confirm that the unit has the capacity and resources (financial, physical, instructional, and administrative) to meet the responsibilities associated with offering the program, including offering the necessary courses, advising students, maintaining accurate information about the program in the Guide and elsewhere, conducting student learning assessment and program review, and otherwise attend to all responsibilities related to offering this program.*

Enter any notes about approval here:  
 The SoE Programs Committee voted to approve the graduate/professional certificate at the meeting on December 1st, 2023.

Entered by and date: Cindy Waldeck Date entered: 1.30.24

*GFEC Approval - This proposal has been approved by the Graduate Faculty Executive Committee and the Dean of the Graduate School.*

Enter any notes about the approval here:

Entered by: Date entered:

*UAPC Approval - This proposal has been approved by the University Academic Planning Council and the Provost.*

Enter any notes about approval here:

Entered by: Date entered:

## For Administrative Use

Admin Notes:

Guide URL:

SIS effective date:

Guide publish date/  
type:

Career:

SIS Program Code:

SIS Short

Description:

Other plan codes associated with this program:

Degree:

Field of Study:

Program Length:

National Student

Clearing House

Classification:

Award Category:

Enrollment

Category:

CIP Code:

UWSTEM:

HEALTH:

Educational

Innovation

Program:

Non Traditional

Program:

Special Plan Type:

CDR certificate

category:

Scan this proposal:

Upload documents that should be scanned:

Reviewer  
Comments

Key: 1444



