Graduate Program Compliance with HLC-Related Policy Changes

HLC Templates
Graduate Catalog
Implementation
Thank You

• HLC policy changes became effective for all accredited institutions on January 1, 2013
• Tremendous work for whole campus to get into compliance
• Most comprehensive policy change for the Graduate School in a long time (maybe ever!)
• Opportunity to ensure the quality and integrity of our degrees; GFEC approved October 2013
Implementation Charge for HLC Templates

School/Colleges:
• Determine a governance body, process, and internal deadlines to review programs’ compliance with the new policies.
• Submission of policy compliance summaries were due to the GS on or before April 2, 2014.

GFEC: Review S/C summaries of policy compliance.

Programs: Prepare for policy effective dates.
How did it go?
## School/College Responses

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<tr>
<th>School/College</th>
<th>Summary document</th>
<th>Templates received</th>
<th>Compliance-Ready Templates</th>
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Challenges in the process

• Templates not given careful review:

  Compliance summary memos from some schools/colleges were sent to the Graduate School containing templates with both subtle and major compliance issues.

  - Thus, it is unclear what level of review the program templates were given at the school/college governance level.

  - Has created significant review work for the Graduate School; to ensure compliance, every template received given careful review, and results in individual follow-up with out-of-compliance programs.

• Miscommunication

  One school/college advised programs that only the Masters-level programs need prove compliance this Spring.
Graduate Catalog

- May 2nd deadline (this Friday)
- Late and out-of-compliance HLC templates from schools/colleges straining Graduate Catalog process
- Making best effort to review HLC templates in this compressed time period
- Neglecting to submit an in-compliance HLC template will result in the insertion of a default satisfactory progress chart within the Graduate Catalog for each program out of compliance and each will be held to the requirements listed in the default chart.
Biggest Issue:
50% Graduate Course Work

• HLC Policy: The institution’s policy and practice assure that at least 50% of courses applied to a graduate program are courses designed for graduate work, rather than undergraduate courses credited toward a graduate degree.

• Graduate School does not approve or review courses.

• Clarification we are requesting is the best mechanism in the interim until a “graduate course work” attribute is developed.
Graduate Course Work Attribute

• We heard great interest from programs for an official “graduate course work” attribute; a flag to distinguish which courses qualify as a graduate course

• The Graduate School presented a proposal to the University Curriculum Committee to create one. This was approved!

• However, this may be a long process; best guess -- up to two years.
Graduate Course Work Attribute

• University Curriculum Committee leading this effort
• Tentative plan:
  • Graduate programs would note existing courses using spreadsheets (rather than individual course proposals) and subject owners would approve these (or not).
  • Then, the school/college would approve (or not). Then, the University Curriculum Committee would approve (or not).
  • The UCC said they reserve the right to request a syllabus from any course that requests the attribute.
Policy Implementation

- We developed various policy FAQs
- Next stage is discussion and development of implementation FAQs (e-warrants, degree clearing, special student credit conversions, etc.)
- Working with several Graduate School colleagues who are closest to these operational processes
- Forward questions you may have; help inform the discussion and process (haslam@grad.wisc.edu)
Thanks Again