Program Change Request

Date Submitted: 01/23/20 2:16 pm

Viewing COM LIT: Comparative Literature

Parent Plan: MAJ, Comp Lit and Folklore St MA

Last approved: 09/25/18 4:47 pm

Last edit: 01/30/20 9:28 am

Changes proposed by: emklein

Catalog Pages Using this Program

Comparative Literature and Folklore Studies, Comparative Literature, M.A.

Name of the School or College Academic Planner who you consulted with on this proposal.

Name

Elaine M Klein - L&S

Proposal Abstract/Summary:

Following the review of academic programs by Comparative Literature and Folklore Studies, the L&S Academic Planning Council articulated steps for CLFS to restructure the unit and, if necessary, the programs in it. As part of that work, admissions to all academic programs offered in CLFS were suspended (UAPC approval Dec 2017, effective date fall 2018). This proposal now seeks discontinuation of those programs.

There are two named options in this program that will be discontinued as a result of the discontinuation of the “parent” program. L&S has been advised that those program discontinuations can be handled administratively:

FOLKLORE OPTION: In Spring 2019, the restructured interdisciplinary Folklore program was moved to German, Nordic, Slavic. In Fall 2019 the folklore undergraduate certificate and graduate minor were approved to resume admissions with no plan to resume teaching Folklore graduate programs in the CLFS degrees.

COMP LIT OPTION: In Fall 2019, CLFS Faculty voted to discontinue all remaining programs in CLFS, including the COMP LIT options in the CLFS graduate degrees. There are no students in progress in this program, and all doctoral students have already been awarded the relevant MA degree.

This proposal seeks discontinuation of sub-plan, which derives logically from the discontinuation of the parent plan as discussed above.

LINK: http://nextguide.wisc.edu/program/min/?key=034

If approved, what term should the proposed change be effective? Fall 2021 (122)

Select Yes if this proposal is only to add, remove, or rearrange curricular requirements, and will change less than 50% of the curriculum.

No

Basic Information

Program State: Discontinued Suspend Admissions

Type of Program: Named Option

Parent Program: MAJ, Comp Lit and Folklore St MA

Parent Audience: Graduate or professional

Parent Home: CLFS

Department:
Parent College of Letters and Science

School/College: 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

Parent is in the Graduate Yes

School: SIS Code: COM.LIT

SIS Description: Comparative Literature Transcript Title: Comparative Literature Named Options: COM.LIT-Comparative Literature FOUL ST: Folklore Studies

Does the parent program offer this as an additional major as well? No

Suspension and Discontinuation

What is the last term that a student could declare this program? Summer 2018 (1186)

What is the last term that students may be enrolled in or complete the program? Summer 2021 (1216)

What is the timeline and advance communication plan?

Explain the precipitating circumstances or rationale for the proposal.

What is the potential impact on enrolled students?

What is the potential impact on faculty and staff?

Explain and provide evidence of efforts made to confer with and to notify faculty and staff.

Explain and provide evidence of efforts made to confer with and to notify current students.

Explain and provide evidence of efforts made to confer with and to notify alumni and other stakeholders.

Teach-out plan: How will program quality be maintained during the suspended period or the teach-out period for discontinued programs?

Teach-out plan: A) For currently enrolled students, how will required courses, curricular elements, advising and other student services be provided?

Teach-out plan: B) For prospective students in the admissions pipeline, how are any commitments being met or needs to notify them that their program of interest will not be available?

Teach-out plan: C) For stopped out students, what provisions are made for their re-entry? What program[s] will they be re-entered into?

Teach-out plan: D) Provide any other information relevant to teach-out planning.

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

<table>
<thead>
<tr>
<th>Role Type</th>
<th>Name (Last, First)</th>
<th>Email</th>
<th>Phone</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department Chair</td>
<td>Livorni, Ernesto</td>
<td><a href="mailto:elivorni@wisc.edu">elivorni@wisc.edu</a></td>
<td>608/262-4068</td>
<td>Associate Dean for Arts &amp; Humanities</td>
</tr>
<tr>
<td>Primary Dean's Office Contact</td>
<td>Zaeske, Susan M</td>
<td><a href="mailto:szaeske@wisc.edu">szaeske@wisc.edu</a></td>
<td>608/263-7221</td>
<td>Associate Dean for Academic Planning</td>
</tr>
<tr>
<td>Primary Contact</td>
<td>Klein, Elaine M</td>
<td><a href="mailto:emklein@wisc.edu">emklein@wisc.edu</a></td>
<td>608/263-8484</td>
<td>Associate Dean for Academic Planning</td>
</tr>
</tbody>
</table>

List the departments that have a vested interest in this proposal.

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? No

Please explain. Plans to assess student learning in CLFS programs were submitted with materials related to the departmental restructuring and program revisions undertaken several years ago. These procedures were not sustained.

Are all assessment reports in the home academic unit up to date? No

Please explain. Plans to assess student learning in CLFS programs were submitted with materials related to the departmental restructuring and program revisions undertaken several years ago. These procedures were not sustained.
### Faculty and Staff Resources

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

### Curriculum and Requirements

If you are proposing a change to the curriculum, what percentage of the curriculum is changing?

Parent Plan Admissions/How To Get In

Students apply to one of the named options:

Comparative Literature M.A.

Folklore Studies M.A.

All entering students are admitted into one of the two named options in the M.A. program. Students are accepted into the Ph.D. program upon successful completion of the Second-Year Examination.

Guide Admissions/How To Get In

Applicants to the graduate program in the CIFS should submit to the department a statement of purpose for graduate study, transcripts, letters of recommendation, a writing sample (in English) of no more than 15 pages, a list of foreign language and literature coursework, and Graduate Record Exam (GRE) scores. (International applicants should consult the department and the Graduate School website for information and additional application requirements regarding TOEFL, MELAB or IELTS tests.)

Admission to graduate study in the comparative literature named option requires advanced foreign language work at the literary level in at least one language other than English; the student’s academic record should demonstrate the ability to work critically in at least two literatures (one of which may be English).

All entering students are admitted into one of the two named options in the M.A. program. Students are accepted into the Ph.D. program upon successful completion of the Second-Year Examination.

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.

Parent Requirements

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Approved Shared Content from /shared/graduate-minimum-degree-requirements-and-satisfactory-progress/

Last Approved: Oct 25, 2018 11:29am

Minimum Graduate School Requirements

Review the Graduate School minimum [academic progress and degree requirements](https://next-guide.wisc.edu/courseleaf/approve/?role=GRAD SCH Dept Approver), in addition to the program requirements listed below.

Major Requirements

Note: The major is currently non-admitting. Students are admitted through one of the named options (sub-majors) below.

### Mode of Instruction

<table>
<thead>
<tr>
<th>Mode of Instruction</th>
<th>Face to Face</th>
<th>Evening/Weekend</th>
<th>Online</th>
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</tr>
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<tr>
<td><strong>Yes</strong></td>
<td>No</td>
<td>No</td>
<td>No</td>
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Mode of Instruction Definitions

**Face to Face**: These programs are offered in a face-to-face format. Students attend classes on campus at a specific time and location.

**Evening/Weekend**: These programs are offered in an evening and/or weekend format to accommodate working schedules. Enjoy the advantages of on-campus courses and personal connections, while keeping your job. For more information about the meeting schedule of a specific program, contact the program.

**Online**: These programs are offered primarily online. Many available online programs can be completed almost entirely online with all online programs offering at least 50 percent of the program work online. Some online programs have an on-campus component that is often designed to accommodate working schedules. Take advantage of the convenience of online learning while participating in a rich, interactive learning environment. For more information about the online nature of a specific program, contact the program.

**Hybrid**: These programs have innovative curricula that combine on-campus and online formats. Most hybrid programs are completed on-campus with a partial or completely online semester. For more information about the hybrid schedule of a specific program, contact the program.

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https://next-guide.wisc.edu/courseleaf/approve/?role=GRAD SCH Dept Approver
CURRICULAR REQUIREMENTS

University General Education Requirements

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Credit Requirement</td>
<td>30 credits</td>
</tr>
<tr>
<td>Minimum Residence Credit Requirement</td>
<td>16 credits</td>
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</table>

Minimum Graduate Coursework successfully completion of the master's degree requires 30 credit hours of coursework. This requirement includes that at least 50 percent of these credit hours must be received in graduate-level coursework; courses with the Graduate Level Coursework attribute are included and searchable in the university’s Course Guide.

Overall Graduate GPA Requirement 3.5 GPA required.
Other Grade Requirements None.
Assessments and Examinations

Second Year Examination

The Second Year Examination is a written examination administered by the program following by an oral defense.

M.A. named option in Folklore Studies: In consultation with the student’s supervisor, a student pursuing the Folklore named option may elect to produce an M.A. thesis. The thesis will be presented to a committee of three faculty members, including the supervisor, and defended in an oral examination. Depending on the length and nature of the thesis project, and subject to the supervisor’s approval, this project may substitute for all or part of the second year exam. If a student opts for the M.A. thesis option, that thesis project will be the subject of the master’s oral examination. Otherwise, the second year examination will be the subject of the Master’s Oral Examination.

Students who are not interested in pursuing the Ph.D. may elect to offer an M.A. thesis in place of the seminar requirement. In such cases, the student must work under the direction of a department faculty member who will act as supervisor of the thesis. The thesis will be presented to a committee of three faculty members, including the supervisor, and defended in an oral examination. A bound copy of the thesis must be deposited with the department. Otherwise, the Second Year Examination will be the subject of the Master’s Oral Examination.

Language Requirements

Second Language: An examination in a second language (other than English) must be taken by the end of the second semester of graduate study and before the Second Year Examination.

In the event that the linguistic tradition under examination cannot be covered by a member of the comparative literature and folklore studies faculty, the advisor will invite an appropriate member of the UW-Madison faculty to assist in the administration of the examination.

Required Courses

Select a Named Option for courses required.

Named Options (Sub-Majors)

A named option is a formally documented sub-major within an academic major program. Named options appear on the transcript with degree conferral. Students pursuing the Master of Arts in Comparative Literature and Folklore Studies must select one of the following named options:

View as list

Comparative Literature and Folklore Studies: Comparative Literature, M.A.

Comparative Literature and Folklore Studies: Folklore Studies, M.A.

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Mode of Instruction Definitions

Approved Shared Content from /shared/graduate-school-mod-e-instruction-definitions/

Last Approved: Oct 25, 2018 11:30am
Hybrid: These programs have innovative curricula that combine on-campus and online formats. Most hybrid programs are completed on-campus with a partial or completely online semester. For more information about the hybrid schedule of a specific program, contact the program.

Accelerated: These on-campus programs are offered in an accelerated format that allows you to complete your program in a condensed timeframe. Enjoy the advantages of on-campus courses with minimal disruption to your career. For more information about the accelerated nature of a specific program, contact the program.

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<td>Other Grade Requirements</td>
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<tr>
<td>Assessments and Examinations</td>
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### REQUIRED COURSES

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<tr>
<th>Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMP 1700</td>
<td>Problems in Comparative Studies</td>
<td>3</td>
</tr>
<tr>
<td>COMP 1777</td>
<td>Literary Criticism</td>
<td>3</td>
</tr>
</tbody>
</table>

At least one graduate level seminar in Comparative Literature and Folklore Studies

Total credits required:

Parent Plan Graduate Policies

Approved Shared Content from /shared/graduate-school-policies/
Last Approved: Oct 25, 2018 11:30am

### Graduate School Policies

The [Graduate School’s Academic Policies and Procedures](#) provide essential information regarding general University policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic department can be found below.

### Major-Specific Policies

#### Graduate Program Handbook

The [Graduate Program Handbook](#) is the repository for all of the program’s policies and requirements.

#### Prior Coursework

Graduate Work from Other Institutions

- With program approval, students are allowed to count no more than 9 credits of graduate coursework from other institutions, provided this coursework relates directly to the student’s CLIS graduate studies. Coursework earned five or more years prior to admission to a master’s degree may not be used to satisfy the CLIS degree requirements.
- To apply credit for prior graduate coursework toward requirements the student should furnish the student’s advisor and the director of graduate study with a transcript of the coursework and copies of work done in courses and syllabus, if available. This task should be completed in anticipation of the Second Year exam. Credits deemed eligible to apply toward requirements will be listed in the official form that the department provides to the Graduate School in preparation for the award of the master’s degree.

UW-Madison Undergraduate

- No credits from a UW-Madison undergraduate degree are allowed to count toward the degree.

UW-Madison University Special

- With program approval, students are allowed to count no more than 9 credits of coursework numbered 300 or above taken as a UW-Madison Special student. Coursework earned five or more years prior to admission to a Master’s degree is not allowed to satisfy requirements.

#### Probation

The Graduate School regularly reviews the record of any student who earned grades of B+, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

- Good standing (progressing according to standards; any funding guarantee remains in place).
- Probation (not progressing according to standards; any funding guarantee may be rescinded).
- Unsatisfactory progress (not progressing according to standards; not permitted to enroll; dismissal, leave of absence or change of advisor or program).

### ADVISOR / COMMITTEE
Every graduate student is required to have an advisor. An advisor is a faculty member from the major department responsible for providing advice regarding graduate studies. An advisor generally serves as the thesis advisor. An advisor is assigned to incoming students but can be changed. Students can be suspended from the Graduate School if they do not have an advisor.

CREDITS PER TERM ALLOWED

15 credits

Time Constraints

The Second Year Examination must be taken in the fourth semester of graduate study. If a candidate enters the graduate program with an M.A. in comparative literature from another institution, the Second Year Examination must be taken in the second semester of graduate study. Students entering with an M.A. in another discipline may take the examination in either the second or the fourth semester. The thesis, written in consultation with the major professor, must be completed no later than two semesters after thesis work begins.

Master's degree students who have been absent for five or more consecutive years lose all credits that they have earned before their absence. Individual programs may count the coursework students completed prior to their absence for meeting program requirements; that coursework may not count toward Graduate School credit requirements.

Other

Because we are committed to supporting and working closely with our graduate students, we are able to accept only a limited number (2–3 students per year) of the many excellent applications we receive each year. The CLGS' admission form also serves as an application for fellowships and teaching assistantships. The deadline for all completed applications (and for fellowship consideration) for the fall semester is December 15.

Guide Graduate Policies tab

Approved Shared Content from /shared/graduate-school-policies/
Last Approved: Oct 25, 2018 11:30am

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Named Option-Specific Policies

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Good standing (progressing according to standards; any funding guarantee remains in place).

Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).

Unsatisfactory progress (not progressing according to standards; not permitted to enroll; dismissal, leave of absence or change of advisor or program).

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