Program Change Request

Date Submitted: 02/04/20 9:45 am

Viewing: ME 643EGR : Mechanical Engineering

Sub Plans: Polymer Science,

Last approved: 07/16/19 3:24 pm

Last edit: 02/20/20 2:16 pm

Changes proposed by: sihagen

Catalog Pages Using this Program

Mechanical Engineering, M.Eng.

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

Name

Sara Hagen - EGR

Proposal Abstract/Summary:

Discontinuation of degree due to discontinuation of named option in Polymer Science.

Contingent on approval of new named option in Polymer Engineering under the M.Eng. in Engineering.

If approved, what term should the proposed change be effective?

Fall 2020 (1212)

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: Suspend, will be discontinued Active

Type of Program: Degree/Major

Who is the audience?

Graduate or professional

Home Department: MECH EGR

School/College: College of Engineering

In Workflow

1. MECH EGR Dept. Approver
2. EGR College Admin Reviewer
3. EGR College Approver
4. APIR Admin
5. GFEC Approver
6. UAPC Approver
7. Registrar

Approval Path

1. 02/04/20 9:53 am
   Gregory F Nellis (gfnellis): Approved for MECH EGR Dept. Approver
2. 02/10/20 3:49 pm
   Sara K Hagen (shagen): Approved for EGR College Admin Reviewer
3. 02/26/20 3:22 pm
   Sara K Hagen (shagen): Approved for EGR College Approver
4. 02/27/20 2:07 pm
   Karen E Mittelstadt (mittelstadt): Approved for APIR Admin

History

1. Sep 20, 2018 by clmg-kalalalo
2. Oct 16, 2018 by
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

Award:  
Master of Engineering

SIS Code:  
ME 643EGR

SIS Description:  
Mechanical Engineering ME

Transcript Title:  
Mechanical Engineering

Named Options:  
POLYMER: Polymer Science

Will this be offered as an additional major as well?  
No

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Suspension and Discontinuation

What is the last term that a student could declare this program?  
Summer 2020 (1206)

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?  
The 6 students currently in the program have been contacted and informed of this change, they will all transfer to the new Master of Engineering - Polymer Engineering named option in the Fall.

Explain the precipitating circumstances or rationale for the proposal.  
This degree will no longer have any named options and is therefore no longer needed. The College has moved to a model of including such programs under the M.S. as named options, so a separate M.Eng. is not necessary.

What is the potential impact on enrolled students?  
There will be no impact on the enrolled students. They will transfer to the new Polymer Engineering program and the courses that were part of this program are also transferring to the new program.

What is the potential impact on faculty and staff?  
Faculty and staff who have been involved with this program will transfer to the new program as well.

Explain and provide evidence of efforts made to confer with and to notify faculty and staff.  
Prof. Tim Osvald has been included in all discussions regarding this move.

Explain and provide evidence of efforts made to confer with and to notify current students.  
The students have been emailed and spoken to by phone about the program change.

Explain and provide evidence of efforts made to confer with and to notify alumni and other stakeholders.  
LinkedIn groups and email were used to contact current students and alumni.

Teach-out plan - How will program quality be maintained during the suspended period or the teach-out period for discontinued programs?  
The courses that make up the program are housed in Mechanical Engineering and EPD and will continue to exist, regardless of this program. In addition, these courses will continue to be part of the new Polymer Engineering Program.

Teach-out plan: A) For currently enrolled students, how will required courses, curricular elements, advising and other student services be provided?  
Current students will continue to be advised by EPD.

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?  
The students have been notified by email about the changes to the program (its move from ME to the COE) and they will change to the new program.

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?  
Students will be re-entered into Master of Engineering in Engineering: Polymer Engineering

Teach-out plan: D) Provide any other information relevant to teach-out planning.  
N/A
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? 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 this program be part of a consortial or collaborative arrangement with another college or university? No
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

Faculty and Staff Resources

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

Select the Graduate Research Scholars Community for this program.
Graduate Engineering Research Scholars

Curriculum and Requirements

If you are proposing a change to the curriculum, what percentage of the curriculum is changing? No change

Guide Admissions/How to Get In tab

Students interested in the Mechanical Engineering M.Eng degree should see admissions information on its named option in Polymer Science.

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

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, in addition to the program requirements listed below.
Major Requirements

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

**MODE OF INSTRUCTION**

<table>
<thead>
<tr>
<th>Mode of Instruction Definitions</th>
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<tbody>
<tr>
<td><strong>Evening/Weekend</strong>: 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 day job. For more information about the meeting schedule of a specific program, contact the program.</td>
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<tr>
<td><strong>Online</strong>: 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 or more 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.</td>
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<td><strong>Hybrid</strong>: 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.</td>
</tr>
<tr>
<td><strong>Accelerated</strong>: 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.</td>
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**CURRICULAR REQUIREMENTS**

<table>
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<tr>
<th>University General Education Requirements</th>
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<td><strong>Requirements</strong></td>
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<td><strong>Minimum Credit Requirement</strong></td>
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<td><strong>Minimum Residence Credit Requirement</strong></td>
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<td><strong>Minimum Graduate Coursework Requirement</strong></td>
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<td><strong>Overall Graduate GPA Requirement</strong></td>
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<td><strong>Other Grade Requirements</strong></td>
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<td><strong>Assessments and Examinations</strong></td>
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<td><strong>Language Requirements</strong></td>
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**Required Courses**

See coursework requirements for the named option in Polymer Science.

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 Engineering in Mechanical Engineering must select the named option:

**Mechanical Engineering: Polymer Science, M.Eng.**

Total credits required: 30

Guide Graduate Policies tab
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 is with the degree program faculty. Policies set by the academic degree program 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 graduate coursework from other institutions (up to 12 credits) toward the minimum graduate degree credit requirement and the minimum graduate coursework (50%) requirement. No credits from other institutions can be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission is not allowed to satisfy requirements.

UW–Madison Undergraduate

With advisor approval, up to 7 credits numbered 400 or above may be counted toward the minimum graduate degree credit requirement. These credits may be counted toward the minimum graduate coursework (50%) requirement if they are in courses numbered 700 or above. No credits may be counted toward the minimum graduate residence credit requirement. Coursework earned five or more years prior to admission to a master’s degree is not allowed to satisfy requirements.

UW–Madison University Special

With program approval, and payment of the difference in tuition, students are allowed to count up to 15 credits of coursework numbered 300 or above taken as a UW–Madison Special student toward the minimum graduate residence credit requirement and the minimum graduate degree credit requirement. These credits may be counted toward the minimum graduate coursework (50%) requirement if they are in courses numbered 700 or above. 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 BC, 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 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).

A semester GPA below 3.0 will result in the student being placed on academic probation. If a semester GPA of 3.0 is not attained during the subsequent semester of full-time enrollment (or 12 credits of enrollment if enrolled part-time), this will be deemed unsatisfactory progress and the student may be dismissed from the program or allowed to continue for one additional semester based on advisor appeal to the Graduate School.

ADVISOR / COMMITTEE

All students are required to obtain a mechanical engineering faculty advisor who assists them in planning a course sequence that meets degrees requirements and who will discuss career objectives with the students.

CREDITS PER TERM ALLOWED

15 credits

Time Constraints

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

Students enrolled in this program are not permitted to accept teaching assistantships, project assistantships, research assistantships or other appointments that would result in a tuition waiver. Students in this program cannot enroll in other graduate programs nor take courses outside the prescribed curriculum.
Program Learning Outcomes and Assessment

List the program learning outcomes.

<table>
<thead>
<tr>
<th>Outcomes – enter one learning outcome per box. Use the green + to create additional boxes.</th>
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Summarize the assessment plan.

Approved Assessment Plan:

Commitments

Courses in the curriculum are numbered 300 or higher.

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

Supporting Information

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

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.

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.

Approved by Mechanical Engineering department on February 6, 2020.

Entered by: Sara Hagen  Date entered: 02/10/2020

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.

Suspend and discontinue proposal approved by College of Engineering APC on February 19, 2020.

Entered by and date: Sara Hagen 02/20/2020
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: /graduate/mechanical-engineering/mechanical-engineering-meng/

Effective date:

Career:  Graduate

SIS Program Code:  G643