

Academic Matters

A Publication of the University of Wisconsin Colleges - Office of Academic Affairs

Volume 6, No. 1

September 2006



ACADEMIC AFFAIRS:

Margaret Cleek
Provost
& Vice Chancellor

Greg Lampe
Associate Vice Chancellor

Renee Gralewicz
Institutional Assessment
Coordinator

Wava Haney
Professional Development
Coordinator

Nora McGuire
Chief Student Affairs Officer

Gregg Nettesheim
Senior Information Manager

Eric Smith
Grants Officer

Barbara Stinson
Director
Distance Education

Tim Urbonya
Director
Continuing Education
& Extended Services

Joey Whitcomb
Interim Registrar

Sharon Brickl
Newsletter Coordinator

FROM THE PROVOST:

Welcome to the 2006-2007 academic year. The summer is only a memory as we all get into the full swing of a new semester and a new academic year. Each fall brings a feeling of renewal and rejuvenation in higher education. Friends in other walks of life tend not to understand this sense of a new beginning when September comes around. Even those of us in central office administration experience it. It's with this sense of revitalization that we begin another year.

As an institution, we continue to work on a number of initiatives discussed in this issue: Foundations of Excellence (p. 2), D2L (p. 3), professional development and grants (p. 4), and the PRISM Upgrade (p. 5). Other activities still very much in the foreground are the Equity Scorecard Project, the Scholarship of Teaching and Learning (SoTL), and, of course, integration with UW-Extension. We need to rededicate ourselves to these projects which are important to the success of our students and of our institution.

We all continue to work hard on assessment. The Monitoring Report on assessment due to the Higher Learning Commission on September 15 can be found in public folders: [All Public Folders / Initiatives \(Colleges-wide\) / Assessment / Assessment Reports / HLC Monitoring Report](#). Please take a moment to read it. It is a very useful compilation of all that has occurred in the assessment of student learning in the last 3 years in the UW Colleges. We have made a great deal of progress in this area, and I thank you for your efforts.

This year we will also be investigating governance possibilities with our UW-Extension colleagues. We will look for innovative program collaboration opportunities that take advantage of the wealth of expertise and dedication at both institutions. And we will continue to try to be as efficient in administration as possible.

Another exciting and challenging year looms ahead. Our careers in higher education allow us to look forward with anticipation and recommitment.

Foundations of Excellence Update *By Chris Taylor*

In June 2005, the UW Colleges was selected as one of ten, two-year institutions in the United States to participate in the Foundations of Excellence in the First College Year project sponsored by the Policy Center on the First Year of College. The project was designed to provide an opportunity for each participating institution to conduct an intensive self-study around nine dimensions (philosophy, organization, learning, transitions, campus culture, all students, diversity, roles and purposes, and improvement).

The Task Force has completed its study, identifying and gathering data and then analyzing that data to identify opportunities for continuing growth. We have made the work of the Foundations of Excellence Task Force available to the institution. You will find several items in the public folders, with more forthcoming as the fall semester gets underway. Go to Public Folders→All Public Folders→Initiatives (Colleges-wide)→ESFY→Foundations of Excellence. You will find the following:

- An introduction to the Foundations of Excellence process.
- The Current Practices Inventory.
- Dimension Reports .
- Student survey results for the institution overall as well as for each campus.
- Faculty-staff survey results.

A working group of the Task Force is now developing an improvement plan based on the information gathered and its analysis. Several themes have emerged as needful of our attention: funding, professional development, student motivation and behavior, curriculum, communication, and accountability and assessment. The Improvement Plan Working Group is developing a draft of specific recommendations for our institution to take as we continue to be the best start for our students' lives.

As the Working Group continues to develop the Improvement Plan, you will be asked for input. Once your input is gained and the Plan is finalized, it will be forwarded to Chancellor David Wilson for his review and approval.

As you read through our on-going work, either in the Public Folders or in forthcoming emails, the Task Force encourages you to engage in conversations about Foundations with your colleagues on campus and in your department. Please share your questions or ideas with any member of the Task Force.

University of Wisconsin Colleges Foundations of Excellence Task Force*



Cindy Bailey (MNT)•**Nancy Chick (BRN)**•Deborah Cureton (RLN)•**Pat Eby (FDL)**•Jennifer Flatt (MNT)•**Mary Hoef (BRN)**•**Greg Lampe (UWC)**•Jeff Meece (MSF)•Nora McGuire (UWC)•Keith Montgomery (MAR)•Tom Neal (BRB)•Martha Nelson (WSH)•**Gregg Nettesheim (UWC)**•**Tom Peneski (SHB)**•Cassandra Phillips (WAK)•Kristin Runge (FOX)•Barbara Stinson (UWC)•**Christel Taylor (UWC/WAK)** * *Bold-facing indicates a member of the Improvement Plan Working Group*

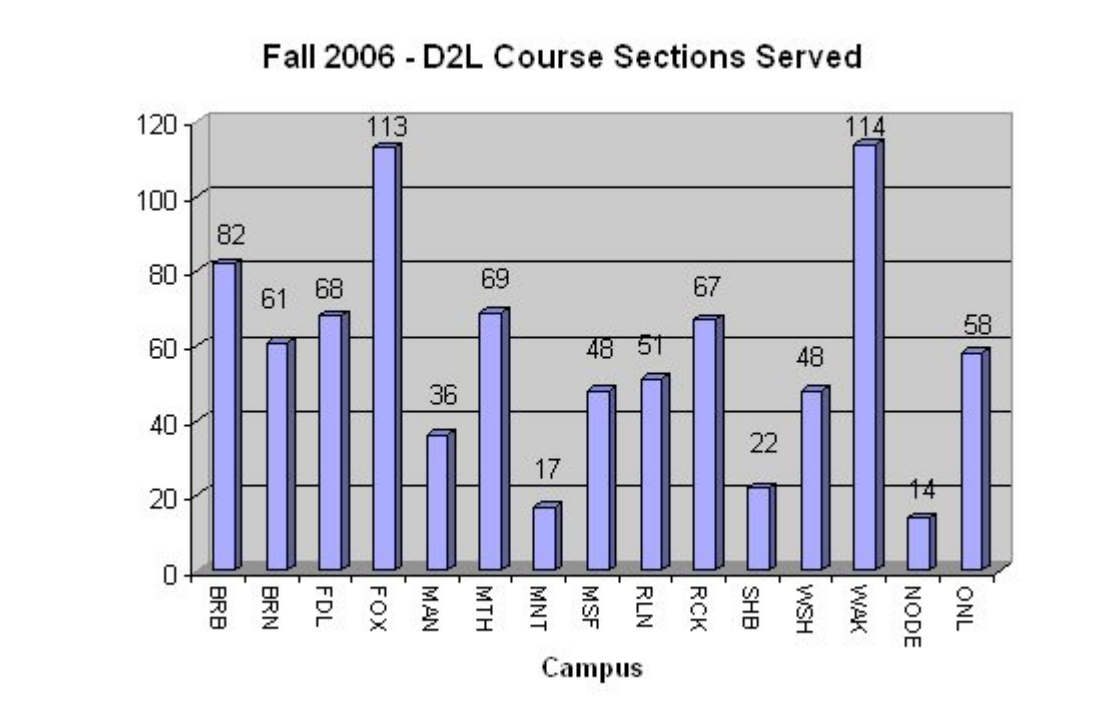
Fall 2006 Desire2Learn Usage (as of 9-18-2006)
By Pat Fellows

D2L usage in the UW Colleges has gone up again this semester. Across all 13 campuses, Non-Online DE (NODE) and Online, there are 745 course sites which include students from 868 different UW Colleges sections. The chart below shows the number of course sections using D2L.

D2L is also being used by departments, campuses for collegium programs, and Continuing Education for their Online Business Certificate, to name a few examples.

This increase in usage is approximately 5%; however, when looking at the number of courses we offer, we are serving about 38% of our 3-5 credit course offerings. We rank 1st among all UW campuses based on percentage of courses served and at around 3rd in actual number of sections served.

The most exciting aspect is how effectively our faculty use D2L.



Professional Development: Academic Year Overview
By Wava Haney

Academic Matters provides me an opportunity to introduce myself to new faculty and staff and provide everyone with some new features of professional development coordination and administration this year.

Last May, I became Professor Emeritus after 36 years in the academy, most of it with the UW Colleges. At the beginning of the fall semester, I assumed responsibility as the UW Colleges Professional Development Coordinator, a position that last year was part of my role in the Office of Academic Affairs; I am also the lead person on drafting text for the 2007-2009 UW Colleges Catalog. I plan to work in the Central Office on Tuesdays and Thursdays and track email on Wednesdays and Fridays as deadlines dictate. Please feel free to contact me by phone: 608-263-5393 or email: wava.haney@uwc.edu.

Instead of forwarding professional development announcements as they land on my desk and in my Inbox, this year I will issue *Weekly Notes* divided into information about professional development programs specific to the UW System and the UW Colleges and more general professional development opportunities. Expect them in your Inbox on Tuesdays. They will also be posted in Public Folders and remain there throughout the semester. See Public Folders, All Public Folders, Professional Development, Weekly Notes General or Weekly Notes UW System. I am also working on updates to the Professional Development Public Folders and the website.

An overview of UW System and UW Colleges professional development programs and their approximate deadlines was sent out in early September and is posted in Public Folders under Weekly Notes UW System.

During the period immediately prior to program deadlines, I will continue to provide specific program announcements with periodic reminders (e.g., sabbatical: once in spring, twice in summer and twice thus far this fall).

UW Colleges Grants Officer Eric Smith and I work cooperatively on providing professional development services. I track program information and administer systemwide and institutional professional programs; please contact me about the details of these programs and send me your reports once they are finished! Eric works with individual faculty on identifying grant opportunities, is available to provide grant workshops and can be contacted about one-on-one assistance on grant projects.

Grants Office Resources
By Eric Smith

UW Colleges faculty and staff can access a number of useful resources on grant writing by contacting the UW Colleges Grants Office (eric.smith@uwc.edu). Listed here are several resources most commonly used by faculty and staff. These resources and additional information about grant writing can also be found by accessing the grants office website on the UW Colleges home page (listed under faculty/staff resources).

Searching for Grants The grants office is available to assist faculty and staff to find the best funding source that matches the particular project. UW Colleges subscribes to two on-line databases to search for foundations at the local, state, and national level. In addition, there are several key websites that offer relatively easy access to information about government grant sources. The grants office has available a listing of all grants available within the UW System that are available to UW Colleges faculty and staff.

Building a Budget A common concern for many faculty and staff is how to build a budget. More specifically, many questions focus on how to build in fringe benefit costs, what is meant by indirect costs, and how to determine matching funds. The grants office has materials on budget development and will provide advice as quickly as possible to faculty and staff facing a deadline.

Conducting Grant Writing Workshops During the academic year, grant writing workshops will be conducted on-site at our UWC campuses. These workshops are typically 2-3 hours and focus on several topics including grant design, on-line searching for funding sources, grant writing techniques, and budget development. All workshop participants are provided with a grant writing reference guide. These workshops are particularly useful for faculty and staff with little or no experience in grant writing.

Editing and Reviewing Grants The grants office provides an editing and grant review service for grants being developed by faculty and staff. With a quick turn-around time, the grants office will review and comment on grants.

Expediting Grant Submission Grants submitted by UW Colleges faculty and staff require approval by both campus and central office staff. The grants office will assist a grant writer by expediting required sign-offs at the central office and assisting with meeting various grant specifications.

PRISM Upgrade
By Joey Whitcomb

The upgrade to PRISM 8.9 is going well. The Upgrade Team has been updating all of the documentation, making it clearer and better organized than the 8.0 documentation. We are currently testing all processes in the Admissions and Records modules. After testing is complete, the web address for the 8.9 training database will be sent out to the campuses so that campus staff can familiarize themselves with 8.9. The biggest change in 8.9 is navigation. We will be providing all staff with a quick guide to menu paths to make it easier to understand the new navigation.

In October, we plan to conduct a series of Wisline Web question and answer sessions with campus staff. We are also working on a new website which will include tutorials for faculty, staff and students. The tutorials will give step by step instructions on how to use PRISM. The upgrade will begin at 4:30 pm on October 31, and PRISM will be down through November 8. During this time, a snapshot of the PRISM 8.0 production system will be taken, and campuses will be able to view student records and run unofficial transcripts to aid in advising. No changes can be made to the system during this time. With fingers crossed, the members of the Upgrade Team are anticipating a smooth conversion to PRISM 8.9.



AUTUMN 2006

