

**Agenda and Evaluation Report for
Audit & Review Face-to-Face Meeting
University of Wisconsin-Whitewater
Family, Health & Disability Studies Majors and Minors, 2021-2022**

Date: 2/17/2022

Time: 12:30-1:30

Place: LT 4120

Invited: AVC Kristen Plessel; Dean Frank Goza (L&S); Department Chair/Program Coordinator Loren Wilbers; faculty and staff in the Family, Health & Disability Studies program Leda Kanellakou and Sarah Hessenauer; Audit & Review Team Chair Pascal Letourneau; Audit & Review team members Russ Kashian, Ellie Schemenauer (College Expert); Assessment Representative Katy Casey

- 1) Call to order at 12:33
- 2) Introductions
- 3) Overview of review team evaluation, program comments:
 - a) Coordinator Loren Wilbers noted her appreciation of the review team's review. She recognized the need to grow, but felt confident in the viability of the program's current enrollment. She shared work the program was doing to clean-up, add, and monitor the courses offered in the minor. As an interdisciplinary program, students are provided options to select courses in their area of interest. Health course selection is broad and inclusive, and the program is working to incorporate more courses in other areas of interest such as family, disability, and music.
 - b) The program shared results of survey distributed to all minors in the spring- comparison from spring 2016 to spring 2021
 - i) The program reviews survey results each year at an assessment meeting
 - ii) Shared examples of data use: "break up" electives (organize into health, family, disability), helped recognize the need to make students aware of different certificate offerings
 - iii) Shared examples of changes to curriculum and pedagogy based on survey results
 - c) Coordinator Loren Wilbers shared a conversation she had with students about how they learned about the minor – most said they heard from their major, and not the Sociology department, which made them think about working on their role to advertise program; also discussed strategies to recruit students such as reaching out to advisors in majors and guest lectures
 - d) Sarah Hessenauer shared the importance of this minor to her social work program
 - e) Review Team member Russ Kashian shared a strategy for connecting with minors through LinkedIn
- 4) Discussion of Review Team's evaluation:
 - a) We recognize that the University has experienced an enrollment drop. However, the minor's enrollment was cut in half over three years. This is quite fast. Please discuss if/how current enrollment impacts program goals, future plans, and/or assessment.
 - i) Program noted a number of factors – including enrollment declines in some of their common majors.
 - ii) Recommendation was made to consider providing an online guide for students.
 - iii) Dean Goza suggested having a meeting with coordinators and chairs of common majors and share information about the program – also consider a discussion with the Director of CSD, Debbie Reuter, to discuss advertise the minor in CSD
 - b) Many programs are experiencing difficulties with staffing and resources. Would the program consider meeting with other health related programs, or programs that share similar content, to see if pooling of resources is possible?
 - i) Program added more classes to increase options in lieu of staffing shortage (loss of one key instructor)
 - ii) Struggles seem to be in family's options of classes, especially those address race and ethnicity

- iii) Dean asked for clarification on who was “laid off” in the program, and program clarified that overall the College “lay-offs” impacted course offerings
 - iv) Russ Kashian asked if minor could manage/sustain an enrollment increase? Program felt they have the capacity to serve more minors.
 - v) Dean Goza suggested hiring lecturers to teach families courses since the program noted the need in this area.
- c) Dean Goza suggested using community connections, individuals in the field (such as those retired from teaching in the program) to build advisory board or cover courses. He also advised the program to work toward continuity in program leadership and advising.
- 5) **Recommended Actions:** The evaluation report lists 2 recommended actions (top of page 6) related to assessment and program management.
- 6) **Recommended Result:** *Continuation with minor concerns*
- **Please make use of the detailed comments in the evaluation report (below).**
 - **Please select all applicable boxes and fill in the appropriate year:**
 - Next FULL self-study will be due to the Dean on October 1, 2025, and to the Assessment Office on November 1, 2025.**
- 7) Adjourn.

Review team report is attached below, including Recommended Actions and instructions for Progress Reports (if required).

University of Wisconsin-Whitewater
Committee Form: Review of Audit & Review Short Self-Studies
Undergraduate Programs, 2021-2022
Majors/Minors and Standalone Minors

Date of Evaluation 12/8/2021 Short Self Study (SS*) X
 Program: Family, Health & Disability Studies Major Minor

Evaluations submitted by: Pascal Letourneau, Katy Casey, Ellie Schemenauer, and Russ Kashian
Review meeting attended by: Pascal Letourneau, Katy Casey, Ellie Schemenauer, and Russ Kashian

NOTE: Because the final result of this program's previous review was "Continuation without qualification," the program was required to submit a short self-study that addresses only the recommended actions from the previous report. Some programs may choose to include introductory or summary remarks or other pieces of information but this is not required.

If the program included introductory remarks, please add any comments you have on this introductory information. (Note: Programs are not required to include introductory remarks.)

The introductory comments are very helpful and do a great job of contextualizing the program.

The context provided in the introduction was helpful. I appreciated the review of enrollment. While the numbers have decreased, current enrollment is sufficient and will hopefully begin to level-off.

Recommendation #1

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Work with administration to stabilize staffing.

Recommendation #1 Overall Evaluation (please select your choice).

1	Good Progress	0
2	Making Progress	4
3	Little/No Progress	0

Comments related to recommendation #1.

Additional talent has been addressed. This is making progress towards this goal. It is recognized that stabilization of staffing is dynamic (while we have seen additions to staff and approval of additional staff, there has also been resignations). This challenge is being addressed on an ongoing basis.

The turbulence of the past two years because of COVID, budget cuts, changes in administration, etc., has made progress in stabilizing staffing especially challenging. Much of the possibility of making progress is beyond the control of the program itself. The university must consider and address the structural impacts of budget cuts and low morale, especially as it impacts the recruitment and retention of faculty of color. Even before COVID, the resignation of Dr. Chandra Waring was a real loss.

The program continues to struggle with consistent staffing, but I do not see this as a reflection of inaction on the part of program coordinators or instructors. It is clear the program is doing what it can to secure staffing resources

in this minor. It is a little concerning that the introductory course, most aligned to this minor, cannot be offered consistently. Does the other course (SOCIOLOGY 394) provide a sufficient introduction to the minor?

Considering the current environment under which we are working, the program is making good progress. However, the problem is still not fixed.

Recommendation #2

Program management and strategic planning.

A. Engage in conversations regarding shared administrative support since the program is interdisciplinary.

B. Establish a periodic meeting with others outside the home department (e.g. a steering committee/advisory board) to discuss the program's data and needs, and to contribute to strategic planning. This will be particularly important if/when the program is expanded to a major.

Recommendation #2 Overall Evaluation (please select your choice).

1	Good Progress	0
2	Making Progress	4
3	Little/No Progress	0

Comments related to recommendation #2

Greater Interaction with an Advisory Board is an asset. While it is a challenge (especially in light of the limitations created by Covid-19), continued effort is encouraged. In addition, while the Major Advisor is the contact for the student, consultation with the minor advisors is valuable.

Good job. Keep up the collaborations and conversations with other departments. Just FYI--two of the top "wish list" courses in Women's and Gender Studies are a Gender and Disabilities course and something on Reproductive Justice and Health. At this point, probably best to put the major on hold for just a little bit. I wonder if the Public Health minor is much of a competitor? I agree that interdisciplinary health-related options are a good strategic move for the college and university though. Is there a strong vision as to where that could go?

While some of the program goals were not met (like an advisory board), the rationale made a lot of sense. I commend the program for considering the existing resources when making decisions to expand the minor.

It appears a good amount of effort is dedicated to make sure the program is working and that students get access to enough courses to complete the program. However, it looks like some improvements are still desirable in terms of strategic planning.

Recommendation #3

Continue to develop and implement the assessment plan.

- A. Consider whether course-embedded assignments would be a useful addition to the existing department survey program.
- B. Develop a simple system for tracking the impact of data within courses/instruction as well as in curricular changes.
- C. Share data with constituents.
- D. Work with campus offices to track graduates' job placement.

Recommendation #3 Overall Evaluation (please select your choice).

1	Good Progress	1
2	Making Progress	3
3	Little/No Progress	0

Comments related to recommendation #3

While one possible approach to assessment is a capstone class, there are staffing constraints that currently limit this potential. The program recognizes this and continues to survey the minors every spring. In regards to tracking of graduates, this is an ongoing challenge that requires follow through. In addition to career services, the UWW Foundation is another source of data. The Foundation can offer data-- they also could be assisted in the event the Faculty and Staff have contacts with Alumni that are valuable to the Foundation.

Given the resources, tracking graduates' job placement within the department and program is a big ask. When making decisions of what to prioritize given resources, I'm OK with deprioritizing this, especially given the focus on campus is typically on what majors are doing.

- A. I feel comfortable that the program has considered adding course-embedded assessments, but agree that the past few years have not made this work possible. The interdisciplinary nature of this program relies on instructors that can dedicate time to the program and it is not clear this is possible right now.
 - B. The program was not asked for a review of survey data, but I would like to see a copy and hear a summary at the face-to-face meeting. I looked back at the full SS from 2016, and did not find a copy of the survey or summary of results. I am just curious what the program is learning from their students.
 - C. The program has a plan to share data.
 - D. I do not agree with this recommended action- it does not seem a reasonable request of our minor programs.
- A. Until a capstone course is offered, it looks like this might not be the best solution.
B-D. Still under plan

If the program included additional information/remarks at the end of the short self-study, please add any comments you have on this additional information. (Note: Programs are not required to include additional information/remarks.)

There appears to be a plan. The challenge for this program is that it overlaps several departments. In addition, following up on the success of their graduates requires specific knowledge that is difficult to obtain. This effort is appreciated.

It's been a tough couple of years. Keep going! :)

Recommended actions: Please make sure recommended actions are clearly stated so the program will know what is expected.

1) Assessment of student learning:

Create an assessment plan (will be required for self-study).

Describe the program's process for collecting data from the survey, and/or course assessments, share results and how the data is used for program improvement.

Provide samples of collected assessment data.

2) Program management and strategic planning:

Consider reaching out to other health programs/disciplines to discuss potential collaborations.

Describe the vision of the program considering current staffing and resources

Consider how an advisory board and information from graduates could help shape the program.

Should the program be required to submit a progress report before their next full self-study?

Yes, the program should submit a progress report by [insert due date].	0
No, a progress report is not needed.	4

Additional comments:

The whole university experienced an enrollment drop. However, the minor's enrollment was cut in half over three years. This is quite fast. It will be important to keep an eye on enrollment and make a conscious effort to promote the program.

Recommended Result

Insufficient Information in the self-study to make a determination; revise self-study & resubmit.	0
Continuation without qualification	0
Continuation with minor concerns	4
Continuation with major concerns in one or more of the four areas; submit annual progress report to the College Dean & Associate Vice Chancellor for Academic Affairs on progress addressing the major concerns	0
Withhold recommendation for continuation, place on probation, and require another complete Audit & Review self-study within 1-3 years, at the Committee's discretion.	0
Withhold recommendation for continuation, place on probation, recommend placing in receivership within the college, and require another complete Audit & Review self-study within 1-3 years at the Committee's discretion.	0
Non-continuation of the program.	0