

June 10, 2013

Memo: Update on University Studies Program 3 Task Force

Dear Colleagues,

The purpose of this note is to provide a progress update on University Studies Program 3 (USP3). Updates will be provided on a regular basis to keep you informed of ongoing progress and related events. Our goal is to provide important information to faculty, staff, and students as it becomes available. We welcome your comments, questions, and suggestions as we work towards launching the new USP Program in Fall 2015.

Background

The USP3 Task Force was formed in late February 2013 by Associate Provost Carol Frost to resolve practical issues needed to implement the new University Studies Program (Reference: Carol Frost letter, dated February 26, 2013). The following tasks were included for completion:

- Review documents developed previously (Reference : Brief History of USP 3.)
- Develop a list of all the activities required to implement the new program, a timeline, and assignments for committees.
- Identify and further define student learning outcomes associated with each course in the new University Studies Program.
- Design and implement a process for identifying courses that meet requirements for elements of the revised program First Year Seminars.
- Assessment.
- Other aspects of implementation.
- Communicating the implementation plan and procedures to the UW community.

The Task Force consists of your colleagues who have volunteered to serve. They include: Jim Ahern, Penne Ainsworth, Mark Byra, Jo Chytka, April Heaney, Joel Defebaugh, Ed Janak, Duncan Harris, Erika Prager, Rebecca Roberts, John Spitler, and Steve Barrett (chair).

The Task Force has been organized into the action committees listed below and shown in Table 1. Task Force members are highlighted in bold with committee chairs shown with an asterisk (*). Members for each committee are also provided. Committee members are your colleagues who have volunteered to serve.

Action committees:

- (T) Overall Task Force
- (L) Learning outcomes, rubrics, and assessment
- (B) Human culture (HC), science, technology, engineering or mathematics (STEM), and UW and Wyoming constitutions (V) courses
- (I) Integrating the first-year experience
- (F) The first-year seminar
- (C)The communications sequence (C1, C2 and C3)
- (A)The course approval process
- (M)Master schedule, plan construction, integration, publicity.
- (O) Tasks for other related committees.

Table 1. University Studies Task Force – Stage 3: Implementation Committees

Learning outcomes, rubrics, and assessment	Human culture (HC), science, technology, engineering or mathematics (STEM), and US and WY Cons and Wyoming constitutions (V) courses	Integrating the first-year experience	The first-year seminar	The communications sequence	Streamlined course approval process	Master schedule, plan construction, integration, development, general guidelines, articulation, publicity and information
Erika Prager*	Jim Ahern*	Jo Chytka*	Mark Byra*	Rebecca Roberts*	Penne* Ainsworth	Steve Barrett*
Penne Ainsworth	John Spitler	John Spitler	April Heaney	Duncan Harris	Erika Praeger	Ed Janak
Meg Skinner	David Messenger	Susan Frye	Margaret Haydon	Caroline McCracken-Flesher	Leslie Rush	Joel Defebaugh
Tammy Benham-Deal	Ken Sims	Liz Simpson	Indy Burke	Beau Bingham	Brant Schumaker	Steve Massei
Donna Brown	Ed Janak	Meg Skinner	Tucker Readdy	Kaijsa Calkins	Karen Williams	New registrar
Audrey Shalinsky	Jean Garrison		Dave Whitman	Rick Fisher	Cheryl Goldenstein	
	Emily Hind		Penne Ainsworth			

Task Force and Committee Progress

The Task Force and associated committees have met weekly since early March. Here is a summary of items completed:

- Developed list of tasks to accomplish to launch USP3 in Fall 2015.
- After careful consideration of tasks to accomplish, proposed a launch date of Fall 2015.
- Developed a comprehensive package of USP Learning Outcomes, Outcome Curriculum Map, and guidelines for course transition and development. This package will be released to faculty in mid-September 2013 to begin course development.
- Developed master schedule of remaining tasks.
- Developed job descriptions for a university-wide assessment coordinator, first year seminar coordinator, and communications sequence coordinator.
- Received commitments from several colleges to develop first year seminars over Summer 2013.
- Arranged a presentation on USP3 to the Fall 2013 Wyoming Transfer Council (WTC).

Upcoming Events

Early in Fall 2013 the Task Force will release a user-friendly package of USP Learning Outcomes and associated support material to aid in the development of courses for USP3 and to transition other courses from the current Program. Also, a series of development seminars will be provided to aid in the development of first year seminars and communication sequence courses.

We welcome your feedback, comments, and suggestions. Feel free to contact any Task Force member or the Chair at steveb@uwo.edu.