



TO: All Department Chairs and Team Leaders
FROM: Graduate Council Curriculum Approval Committee ---
Dr. Mike Godfrey, COBA
Dr. Jim Koch, COLS
Dr. John Lemberger, COEHS
Dr. Vicki Moss, CON
Ms. Kathryn Pacovsky, Graduate Student Representative
DATE: November 27, 2006
RE: **Adoption and Implementation of a Dual-Level Course Rubric**

At its first meeting of the fall 2006 semester, the Graduate Council approved a rubric to evaluate dual-level courses (3XX/5XX or 4XX/6XX). This rubric is the primary tool the Curriculum Approval Committee (CAC) of the Graduate Council will use to evaluate course actions for all new or revised dual-level courses. As you know, the CAC is part of the campus curriculum review and approval process for all course and program actions related to graduate studies.

The broad-nature of the rubric allows it to have applicability across all academic disciplines. At the same time that the rubric can be applied to any program, it helps faculty and authors of curriculum identify what certain elements UW Oshkosh's Graduate Council and its Curriculum Approval Committee believe constitute graduate-level work in a dual-level course.

The Graduate Council further adopted that for approval from the CAC, a dual-level course must exhibit a minimum of "clear" degrees of distinction (see rubric for all degrees).

The CAC is providing this rubric and cover information to you (attached and on the web at www.uwosh.edu/gradstudies/forms_pubs/docs/dualvlrubric.pdf and www.uwosh.edu/gradstudies/forms_pubs/docs/dualvlinfo.pdf. Navigation to the documents on the Graduate Studies website is under PUBLICATIONS on the FORM and PUBLICATIONS page.) as a way to assist you so that the review of your dual-level course actions reviewed by the CAC will include, in addition to all other curricular components, the academic elements for the graduate level of a dual course. *Please share this rubric widely with faculty, curriculum committees and others as appropriate.*



Note that this rubric applies specifically to dual-level courses. The CAC reviews graduate-only courses (7XX) based on their own merit and generally the rubric is not applicable to these reviews. While not required, academic departments may want to review current dual-level courses against the rubric. This review may prompt needed course revisions or at a minimum may provide an assessment tool by which programs might evaluate the rigor of graduate components of these courses.

Based on feedback from faculty and programs during the 2006-2007 academic year and an analysis of dual-level course actions which are reviewed this year, the CAC and the Graduate Council will evaluate the rubric and make adjustments as appropriate. The CAC and Graduate Council will share any relevant changes with you when they are determined.

Should you have questions interpreting or applying the rubric, feel free to contact any member of the Curriculum Approval Committee.

Cc: Graduate Program Coordinators
Graduate Council
College Deans
Dr. Al Hartman, Graduate Dean-in-Residence
Dr. Bill Wresch, Chair, Academic Policies Committee
Dr. Jim Simmons, President, Faculty Senate
Dr. Lane Earns, Provost and Vice Chancellor
Dr. Michelina Manzi, Assistant Vice Chancellor, Curricular Affairs