Considerations Concerning Extension of Master's Degree Programs to the Milwaukee Campus

In accordance with the fact that there is a single Graduate School in the University of Wisconsin, the procedure by which credit toward the Master's Degree may be authorized for new courses and new programs on the Milwaukee Campus is the procedure already established in the Graduate School.

According to this procedure, the Administrative Committee of the Graduate School is responsible to the Graduate Faculty for all courses and programs of the Graduate School. In the case of well-established graduate programs on the Madison Campus, it usually delegates this responsibility to the graduate faculty of the department. Proposals to offer graduate credit for courses off the Madison campus or for courses on the Madison campus in departments which do not have an approved master's degree program are subject to approval by the graduate faculty of the department concerned and by the Administrative Committee of the Graduate School. A master's degree program proposed by a department and favorably reviewed by the Administrative Committee is normally approved on an experimental basis for a trial period, after which, if successful, it is submitted to the Graduate Faculty for final approval.

In order to facilitate the development of needed graduate programs on the Milwaukee campus, the Administrative Committee has approved the following procedure:

1. When a Milwaukee or Madison department believes there is need for a new course or courses to be given at Milwaukee for credit toward the master's degree, and that qualified staff, adequate library and laboratory facilities, and budget exist for this purpose, then that department shall recommend to the departmental graduate faculty that such a course or courses be established. If approved by the departmental graduate faculty, the recommendation shall then be sent to the Administrative Committee of the Graduate School for final action on the question of graduate credit. Any subsequent change in instructor of an approved course shall have specific approval of the departmental graduate faculty. The departmental graduate faculty may delegate some of its responsibilities to the Joint Conference Committee of the departments, to the chairman of the departments acting jointly, or to an appropriate subcommittee. Questions of budget must be decided by the dean of the appropriate academic unit.

2. When a sufficient number of courses on the Milwaukee Campus has been approved to fulfill both the Graduate School residence requirements and the departmental requirements for a master's degree in a particular field, a student may complete his course work and other requirements for the degree at Milwaukee.

3. The departmental graduate faculty in a particular field shall include all professorial members of both the Madison and Milwaukee departments in that field who instruct in courses for which credit toward an advanced degree at the University has been approved. A department in Milwaukee or Madison which has no members on the departmental graduate faculty, and a department which has only one member on the departmental graduate faculty may elect one additional representative.

4. In considering extension of graduate programs on the Milwaukee campus, particular attention will be given to the graduate needs of part-time students employed in the metropolitan area.

10/12/59
The Graduate School
University of Wisconsin