

UW-Stevens Point Guidelines for Interdisciplinary Certificate Programs

An Undergraduate Interdisciplinary Certificate at UW-Stevens Point is a set of interdisciplinary courses that students may study in addition to, or separately from, their major or minor. Certificates result from a collaborative effort involving faculty from at least two academic departments. A Certificate, because of its interdisciplinary nature, encourages students to obtain knowledge and perspectives outside of their major area of study. Certificate completion is recorded on a student's official transcript.

UWSP Interdisciplinary Certificates consist of an agreed upon series of courses which provide students with specialized knowledge and skills sets of particular value to students with focused academic and career goals. These certificates thus offer students an opportunity to take a set of courses that certifies a significant level of achievement in an area for which they may not have adequate academic preparation. As the rate of change in the job world increases, more people are engaging in continuous learning to meet new challenges and responsibilities. Because of their interdisciplinary and theory/skills focus, pursuing an Interdisciplinary Certificate is one means of helping students prepare to meet such challenges.

Interdisciplinary Certificates are credit-bearing and are thus created, approved, and administered by the faculty. The approval of a Certificate, which must be interdisciplinary and include at least 2 departments, requires faculty to determine what courses, concepts, and skill sets are appropriate to meet the needs of the students who would benefit from pursuing a specific certificate. All Interdisciplinary Certificates must adhere to the following guidelines and requirements:

Policy Guidelines

1. Certificates must contain courses from at least 2 disciplines.
2. Certificates must be between 9-21 credits, with no more than 36 credits of options from which to choose for certificate completion.
3. Only students who pursue a Bachelor's degree at UWSP may pursue a UWSP Interdisciplinary Certificate. A student must declare a major before pursuing a certificate.
4. A minimum grade point of 2.0 must be earned in all courses to be applied to a certificate.
5. All of the courses applied to a UW-Stevens Point Interdisciplinary Certificate must be taken through UW-Stevens Point. Transfer students may transfer in a maximum of 6 credits of courses to apply to a certificate.
6. Substitutions for coursework are allowed, but only with the approval of the chairs of the units sponsoring the Certificate. At least one Dean of a College must also approve substitutions. No more than 2 substitutions will be allowed for a single certificate.
7. Interdisciplinary Certificates do not replace or substitute for other certificate programs offered at UWSP.

Academic Requirements and Issues

1. Certificate coursework must be in at least 2 disciplines and must contain courses related to both conceptual and experiential/practical aspects of the certificate subject.
2. Specific care must be taken to include courses that have minimal course prerequisites. Courses applied to a Certificate must be offered with enough frequency, in sufficient numbers, and on a continued and predictable basis to allow students to complete the certificate within a reasonable time period. Certificate programs may include an internship/service component as part of the requirements of the certificate.
3. No more than 50% of the credits applied to a certificate program can be earned within a student's major. This policy does not apply to students with a double major who are completing a certificate that is largely composed of courses reflected in both majors. Exceptions to this policy require approval of the chairs of all units of a specific certificate.
4. Interdisciplinary Certificates are open to all students at UWSP and cannot be limited to students within only specific majors or programs.
5. Students who intend to complete a Certificate must enroll in a required, introductory Interdisciplinary Certificate orientation meeting offered through Career Services. This meeting is

- designed to introduce students to Interdisciplinary certificates, to help students construct a reasonable timetable for completion, and to engage students in discussions regarding academic majors and career options.
6. Sponsoring departments are responsible for course selection and ensuring Certificates are adjusted as courses are revised. All Interdisciplinary Certificate programs, including courses applied to certificate programs, must receive the approval of the Curriculum Committee of the Faculty Senate.
 7. Sponsoring departments must identify which department(s) are responsible for the administration of the certificate, which may include activities such as processing applications and notification of certificate completion to the Registrar's office.
 8. Sponsoring departments may implement an application procedure for specific Certificate programs to ensure students complete the coursework required. The application procedure and requirements must be approved through the Curriculum Committee of the Faculty Senate.
 9. Students will receive advising regarding Interdisciplinary Certificates during the normal academic advising process. Advisors within a student's major discuss during advising such topics such as course selection and the sequence of courses taken.

Approved: Curriculum Committee 4/4/06

Hypothetical Interdisciplinary Certificate:

(these classes do not exist—to serve as an example only)

Gerontology Certificate (18 credits)

Students interested in pursuing a UWSP UG Certificate in Gerontology may be considering entering such professions as nursing, social work, hospice care, and a variety of medical/social jobs where there is contact with the elderly. The Gerontology certificate helps to prepare students for the challenging world of working with an aging population by requiring students to explore the conceptual and practical aspects of working with the elderly. The required service learning component requires the students to engage in a community activity of their choosing, providing a “hands-on” introduction to the concepts and skills covered in the courses offered in the certificate.

Select 1 of the following courses **core** classes:

Soc 201: Introduction to Society and Aging

Com 205: Communication and Aging

Psych 211: The Psychology of Aging

Select 2 of the following courses focused on **cultural** issues:

Anthro 300: A Cross-/Cultural Examination of Aging

Phil 305: The Philosophy of Age and Aging

Soc 310: The Sociology of Death and Dying

Fam 315: Multi-Generational Families and Aging

Select 2 of the following courses focused on **practical** issues:

Com 305: Communication and Aging: Health Care Settings

Soc 405: Working and Living with an Aging Population

Psych 395: Interacting with the Elderly at Work and Home

Fam 415: Caring for Aging Parents

Required **service learning** course (choose 1):

Fam 499: Case Studies in Gerontology (3 credits)

Soc 499: Case Studies in Gerontology (3 credits)

Request to Approve a New or Revised UWSP Interdisciplinary Certificate

1. New or Revised Interdisciplinary Certificate

Title:

Catalog Description:

(If revising an existing certificate):

Existing Title:

Existing Catalog Description:

2. Certificate Requirements/Specifics

- a. Sponsoring Departments:
- b. Number of Credits for Certificate: _____
- c. Total Credits of Courses listed as options: _____
- d. How often will the courses be offered?
- e. Enrollment expected for Certificate: _____
- f. Is there an Enrollment Cap for the Certificate? Yes ___ No ___
Enrollment limited to: _____
- g. If there is an enrollment cap, what are the procedures for establishing and maintaining a cap on enrollment in the Certificate?
- f. What department(s) is responsible for the administration of the Certificate (i.e. application forms, checklist for certificate completion, notification of completion to Registrar's office)?

3. Certificate Components

- a. Rationale for Certificate :
- b. Rationale for Conceptual Course Options:
- c. Rationale for Practical/Experiential Course Options:

Courses offered with Certificate (attach Certificate document including courses required, optional courses, etc.).

4. **University-related Issues**

- a. Describe additional or reallocated resources required for this certificate (staff, library materials, equipment, facilities, computing, etc.)
- b. What effect will this certificate have on related curricula in other departments that are not part of the course options in this certificate?
- c. What effect will this certificate have on the GDRs?
- d. Department vote of each department which has courses offered in the certificate:
 In favor Opposed Abstained

5. **Signatures and Processing**

Recommendation of College Dean(s)

approve
 disapprove

Signature

Date

Comments of Dean(s), if any:

Certificate Approved/Disapproved by Curriculum Committee

approve
 disapprove
 abstained

Date