March 11, 2015

MEMORANDUM

TO: Donna Wiseman  
Dean, College of Education

FROM: Elizabeth Beise  
Associate Provost for Academic Planning and Programs

SUBJECT: Proposal to Suspend the Post-Baccalaureate Certificate in Assessment and Evaluation (PCC log no. 14008)

The proposal to suspend the Post-Baccalaureate Certificate in Assessment and Evaluation has been administratively approved. A copy of the approved proposal is attached.

The suspension is effective immediately for a period not to exceed three years. During this time, a decision must be made to discontinue or reactivate the program. The College should also ensure that the suspension is appropriately reflected in all university documentation.

MDC/  
Enclosure

cc: Gregory Miller, Chair, Senate PCC Committee  
Barbara Gill, Office of Student Financial Aid  
Reka Montfort, University Senate  
Erin Taylor, Division of Information Technology  
Pam Phillips, Institutional Research, Planning & Assessment  
Anne Turkos, University Archives  
Linda Yokoi, Office of the Registrar  
Alex Chen, Graduate School  
Maggie McLaughlin, College of Education  
Nathan Fox, Department of Human Development and Quantitative Methodology
College/School: College of Education
Please also add College/School Unit Code-First 8 digits: 01203100
Unit Codes can be found at: https://hypprod.umd.edu/Html_Reports/units.htm

Department/Program: Human Development and Quantitative Methodology
Please also add Department/Program Unit Code-Last 7 digits: 1310801

Type of Action (choose one):
- Curriculum change (including informal specializations)
- Curriculum change for an LEP Program
- Renaming of program or formal Area of Concentration
- Addition/deletion of formal Area of Concentration
- Suspend/delete program

Summary of Proposed Action:

We propose to suspend the Post-baccalaureate Certificate in Assessment and Evaluation.
There are currently two students who have not completed the program requirements and we will work with them to create a plan for completion. The decision to suspend the program arises from a variety of concerns:
- difficulty in recruiting sufficient numbers of students to form a cohort,
- attrition from the program greater than expected (approximately 50% of a cohort do not complete the program, making course offerings in the latter part of the program inefficient to run,
- challenges in locating available instructors for the on-line only program, and
- retirements of the tenured faculty who were champions of the program.

We have worked closely with Jeff Franke, Assistant Dean and Chief of Staff, in the Graduate School to verify that we are taking the appropriate actions to accommodate the current students.

Departmental/Unit Contact Person for Proposal: Laura Stapleton, PBCAE Director and Associate Professor, HDQM

APPROVAL SIGNATURES - Please print name, sign, and date. Use additional lines for multi-unit programs.

1. Department Committee Chair: Ann Battle
   Signatures: Ann Battle
   Date: 9/22/14

2. Department Chair: Nathan Fox
   Signatures: Nathan Fox
   Date: 9/24/14

3. College/School PCC Chair: Jan Sullivant
   Signatures: Jan Sullivant
   Date: 9/27/14

4. Dean: Donna L. Haeffner
   Signatures: Donna L. Haeffner
   Date: 9/23/14

5. Dean of the Graduate School (if required): James C. W. Herman
   Signatures: James C. W. Herman
   Date: 11/24/2014

6. Chair, Senate PCC: Gregory Muller
   Signatures: Gregory Muller
   Date: 11/19/2014

7. University Senate Chair (if required)
   Signatures: Elizabeth J. Bruce
   Date: 3/11/2015

8. Senior Vice President and Provost
   Signatures: Elizabeth J. Bruce
   Date: 3/11/2015