I. Degree: Master of Science in Training and Development

Date of Review: December 1, 2006

Program Director: Katherine Lui

PRC Consultant: Donald Platz

Purpose of Review: To assess the quality of the Master of Science in Training and Development program as part of the seven-year cycle required of all degree programs at UW-Stout.

Committee Findings: The PRC recommends continuation of this program through the next scheduled review in 2013-2014 and that the recommendations of the committee be implemented.

II. Abstract

The Master of Science in Training and Development (MSTD) was established in 1995 and is the only degree of its type in the UW-System. The program is designed to prepare individuals to manage and coordinate training programs to meet the human resource development needs of business and society. The Occupational Outlook Handbook in 2004 reported that specialists in the field of training and development constitute the largest segment of human resource specialties and the trend is for the field to grow faster than average through 2014. The program is aligned with UW-Stout's mission of offering professional specialized programs.

The MSTD program requires 30 credits of course work of which 22 credits are to be earned at the 700 level. Students in the program complete a pre and post competency assessment based on objectives from the eight core courses required in the program. The program provides distance education to a geographically defined cohort group and uses a face-to-face delivery format. Since 1995 the program has been delivered to seven distance cohort groups in three locations across the state. Enrollments in the program have been stable and since 2000 the MSTD program has placed in the top two of all graduate programs in the number of degrees conferred.
III. Process Followed for Current Review

The PRC chair met with the dean, program director and chair of primary department of Master of Science in Training and Development (MSTD) to discuss the review process. The PRC consultant met twice with the program director to review the process and provide assistance on drafting of the report. Data regarding several aspects of the program were collected from students, key instructors within and outside the department, program advisory committee, and program graduates through surveys. The data were analyzed and returned to the program director and PRC. The program director then completed the self-study report and submitted and presented the report to PRC. The consultant drafted a PRC recommendation report which was reviewed by PRC. The final consultant report was forwarded to the dean for a response. The PRC reviewed the dean’s response, approved the recommendation report and forwarded the report to the Faculty Senate/

IV. Previous Review

The previous PRC review of the MSTD program was conducted during the 1999-2000 academic year. The committee’s recommendations along with responses are submitted below:

**Recommendation 1: Program Director and Department Chair**

*Staffing.* The program director and department chair should work together to obtain additional staffing for the program through hiring an additional faculty member or increased use of qualified adjunct instructors.

*Response:* At present staffing to meet the on and off campus curriculum needs are met through current faculty via overload. Adjunct academic staff members teach undergraduate courses permitting credentialed faculty to teach the 700 level courses.

*Summation of Consultant:* Additional staffing is still needed for the program. While there are two searches taking place, both searches are for replacing full-time faculty positions that have been vacated. While the use of adjuncts to cover undergraduate courses may have helped full-time faculty teach 700 level courses and add quality to the curriculum, no new full-time faculty have been hired nor have the number of adjunct faculty increased.

**Recommendation 2: Program Director**

*Curriculum.* The program director should review curriculum for duplication and explore the addition of new courses to meet the needs of students and employers.

*Response:* In the past seven years the curriculum has been updated to address these concerns. Three courses (CTE 534 Performance Analysis, MEDIA 710
Learning Technologies and INMGT 700 Organizational Research) have been revised to assure currency and relevancy in the curriculum.

**Summation of Consultant:** Modifications to three core courses in the MSTD program have addressed the need to review course overlap. Also, significant changes in content to the three existing courses has increase curriculum relevance in lieu of adding courses to the current curriculum.

**Recommendation 3: Program Director**  
*Assessment in Major:* The program director should collect and report assessment data in an annual “Assessment in Major” report.

**Response:** Assessment in Major reports are submitted annually based upon the following assessment methods: Training and Development Masters Degree Program pre and post competency assessment data on students, UW-Stout one year Follow-Up and Employer Data, UW-Stout 5 year Follow-Up and Employer Data, and UW-Stout T&D Competency Study.

**Summation of Consultant:** The recommendation relating to assessment in the major has been met. The pre and post competency assessment data, in addition to the other survey measures, is a real strength to MSTD’s assessment system.

**Recommendation 4: Program Director**  
*Career:* The program director should work with the Placement Office in developing strategies for assisting graduates in finding jobs in the field.

**Response:** Students visits with Career Services is now a mandatory activity of all students entering the MSTD program. Formal presentation are provided by Dr. LaMont Meinen. In addition, Dr. Meinen is assigned to graduate students in the program to share additional information relating to career services. Internships are also available to students which provides opportunities for students to interact with members of the business world who may be future employers.

**Summation of Consultant:** Students mandatory meeting with student services and Dr. La Mont Meinen’s involvement with MSTD’s student in other capacities has appropriate addressed the recommendation from the last review.

**Recommendation 5: Program Director, Department Chair, Dean**  
*Facilities.* The program director, department chair, and dean should continue working with the campus planner to develop appropriate facilities for the program. The program director, department chair, and dean should explore further and define the development of a conference/training facility which could be utilized by the program as well as the greater university.
Response: Millennium Hall, one of the newest buildings on campus, along with upgraded facilities in the Memorial Student Center have improved access to quality facilities and technologies for conferences, workshops and meeting for students and program. The T&D Summit, now in its 5th year, is held at the Memorial Student Center and evaluations support the use of this facility.

Summation of Consultant: While efforts to work with the campus planner to develop appropriate facilities specific to the MSTD program have not been documented, access to Millennium Hall and upgrades in the Memorial Student Center have limited the concerns regarding facilities. Surveys do not suggest a major concern relative to program facilities.

V. Program Review

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<th>Program Strengths</th>
<th>Source</th>
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<td>1. The leadership of the program director is well recognized by advisory committee members, faculty, and current and past students.</td>
<td>Advisory Committee Member Survey, Key instructors survey from in and outside of program, Student Survey</td>
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<td>2. Faculty are viewed as qualified and good advisors who keep current in their field.</td>
<td>Advisory Committee Member Survey, Student Survey, Graduate Follow-Up Survey</td>
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<td>3. Off campus face to face cohort program option is well received.</td>
<td>Program Director Comments, Student Survey, Graduate Follow-Up Survey</td>
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<td>4. Curriculum is relevant, organized and has make connections and applications to the real world environment.</td>
<td>Program Director Comments, Advisory Committee Survey, Student Survey, Key instructors survey</td>
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<td>5. Employment opportunities for the program are well identified in the Program Review Report. For 2004, 100% of students were employed.</td>
<td>Program Review Report, Graduate Follow-Up Survey</td>
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<th>Issues of Concern</th>
<th>Source</th>
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<td>1. There is a lack of resources that limits the opportunity to expand cohort groups in the MSTD programs to other sites as being requested from students and other interested individuals.</td>
<td>Program Director Comments, Advisory Committee Survey, Student Survey</td>
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<td>2. There is a lack of qualified faculty in the program who can provide adequate support/advise one to students who are in their thesis preparation stage. Also, that lack of full-time faculty is causing a need for full-time faculty to be teaching overloads to cover the program’s curriculum.</td>
<td>Program Director Comments, Key Instructor Survey, Student Survey</td>
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Recommendations for the Program Director

1. Work with the department chair to ensure that the current two full-time faculty search positions have the potential to attract qualified candidates to fill the positions.
2. Work with the department chair in identifying potential new off-sites for the development of program cohort groups to meet the growing needs of students.
3. With the department chair, review the thesis advising loads and determine an appropriate load and identify what resources are needed to have the advisement needs of all students in their thesis stage met.

Recommendation for the Chair

1. Investigate with the program director the potential of offering more off-campus cohort programs synchronically or through other delivery approaches to serve larger populations with fewer needed faculty.
2. Investigate with the dean a solution to faculty and resource needs to meet the current thesis advising concerns of students and to address the problem of over reliance on full-time faculty overloads to cover program courses.

Recommendation for the Dean

1. If information validates the need, work with the program director and department chair to submit a plan to central administration to obtain needed resources to expand the off-campus cohort program to additional marketable sites using the current delivery mode or new delivery modes.
2. Review with the program director and department chair the current concerns regarding thesis advisement and over reliance on overloads to cover needed MSTD courses. Also, identify and enact a solution to these concerns.