

# ENVIRONMENT AND RESOURCES, MS

Environment and Resources is a research program offering master's and PhD degrees based on the premise that solutions to environmental challenges require interdisciplinary approaches. Faculty and students are oriented to environmental problems rather than to disciplines. Students are encouraged to explore the specific area that interests them by drawing on the insights and methods of multiple disciplines. The focus is on gaining the knowledge needed to understand the intellectual context of their work and the skills necessary to conduct original research. The program fosters experimentation and innovation, not the mastering of a narrowly defined set of prepackaged competencies. The objective is to produce graduates who are prepared to function comfortably in the complex professional and social communities within which solutions to environmental problems must be found.

The program mandates interdisciplinarity through curriculum requirements, the structure of the student's faculty advisory committee, and the research endeavor. Students are required to take some courses in diverse disciplinary topics and other courses that are intended to strengthen problem-solving skills. A thesis (MS) or a dissertation (PhD) is required of all students. Each student's faculty advisory committee must consist of persons who collectively ensure interdisciplinary support and evaluation. Students can pursue interests over the full range of environmental studies from more of a physical or biological science research project to those emphasizing more of the social sciences or humanities including policy, environmental history, community action, or social justice. Students who feel a need to follow a more structured course of study may also pursue certificates in Culture, History, and Environment or Energy Analysis and Policy. Any bachelor's degree from an accredited institution may be acceptable.

## ADMISSIONS

### ADMISSIONS

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website.

Graduate admissions is a two-step process between academic programs and the Graduate School. **Applicants must meet the minimum requirements (<https://grad.wisc.edu/apply/requirements/>) of the Graduate School as well as the program(s).** Once you have researched the graduate program(s) you are interested in, apply online (<https://grad.wisc.edu/apply/>).

Requirements	Detail
Fall Deadline	December 1
Spring Deadline	October 15
Summer Deadline	December 1
GRE (Graduate Record Examinations)	Not required but may be considered if available.

English Proficiency Test	Every applicant whose native language is not English, or whose undergraduate instruction was not exclusively in English, must provide an English proficiency test score earned within two years of the anticipated term of enrollment. Refer to the Graduate School: Minimum Requirements for Admission policy: <a href="https://policy.wisc.edu/library/UW-1241">https://policy.wisc.edu/library/UW-1241</a> ( <a href="https://policy.wisc.edu/library/UW-1241/">https://policy.wisc.edu/library/UW-1241/</a> ).
Other Test(s) (e.g., GMAT, MCAT)	n/a
Letters of Recommendation Required	3

## DEADLINES

Application materials for Environment and Resources must be received by the fall deadline listed above for admission to the following summer session or fall semester and by the spring deadline listed above for admission to the following spring semester.

The GRE is recommended for those seeking university fellowship consideration.

## FUNDING

### FUNDING

#### GRADUATE SCHOOL RESOURCES

Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information (<https://grad.wisc.edu/funding/>) is available from the Graduate School. Be sure to check with your program for individual policies and restrictions related to funding.

## PROGRAM RESOURCES

In most cases, Environment and Resources is unable to guarantee any funding to students. However, many of our students obtain funding through other departments on campus, and we recommend that students contact faculty or departments directly if they have teaching or research skills in specific areas. Individual faculty members occasionally have their own sources of support for research or project assistants, though we strongly urge students not to depend on these as guaranteed sources of funding.

## REQUIREMENTS

### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum academic progress and degree requirements (<http://guide.wisc.edu/graduate/#policiesandrequirementstext>), in addition to the program requirements listed below.

## MAJOR REQUIREMENTS

### MODE OF INSTRUCTION

Face to Face	Evening/ Weekend	Online	Hybrid	Accelerated
Yes	No	No	No	No

#### Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students typically take enough credits aimed at completing the program in a year or two.

**Evening/Weekend:** Courses meet on the UW–Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW–Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

### CURRICULAR REQUIREMENTS

Requirement Detail	
Minimum Credit Requirement	30 credits
Minimum Residence Credit Requirement	16 credits
Minimum Graduate Coursework Requirement	15 credits must be graduate-level coursework. Refer to the Graduate School: Minimum Graduate Coursework (50%) Requirement policy: <a href="https://policy.wisc.edu/library/UW-1244">https://policy.wisc.edu/library/UW-1244</a> ( <a href="https://policy.wisc.edu/library/UW-1244/">https://policy.wisc.edu/library/UW-1244/</a> ).
Overall Graduate GPA Requirement	3.00 GPA required. Refer to the Graduate School: Grade Point Average (GPA) Requirement policy: <a href="https://policy.wisc.edu/library/UW-1203">https://policy.wisc.edu/library/UW-1203</a> ( <a href="https://policy.wisc.edu/library/UW-1203/">https://policy.wisc.edu/library/UW-1203/</a> ).
Other Grade Requirements	Grades of BC or C may be counted toward program requirements if they are offset by equivalent AB or A grades in other courses. A 3.00 average must be maintained in the student's breadth categories as well as their individual program focus category. With the exception of research credits, a maximum of 2 credits graded S may be counted toward program requirements if approved by the student's thesis committee and the program chair. Courses that are audited or graded pass/fail or credit/no credit will not count toward program requirements.
Assessments and Examinations	All students must complete a program certification and a thesis. Students must pass a final thesis defense which constitutes the final examination.
Language Requirements	No language requirements.

## REQUIRED COURSES

Code	Title	Credits
<b>Breadth Requirements</b>		
Category 1: Natural Science (see course list below)		6
Category 2: Social Science & Humanities (see course list below)		6
Category 3: Measurement & Analysis (see course list below)		6
<b>Individual Program Focus &amp; Research</b>		<b>12</b>
<b>Total Credits</b>		<b>30</b>

### Category 1: Natural Science

Students choose any biological sciences and/or physical sciences courses in the 300–999 range. This course list is not meant to be all-inclusive. Students are not restricted to the courses listed here. This is a sample of appropriate courses for this category that are offered through various departments/programs. At least three credits must be from UW–Madison.

### Category 2: Social Science & Humanities

Students choose any social sciences and/or arts & humanities courses in the 300–999 range. This course list is not meant to be all-inclusive. Students are not restricted to the courses listed here. This is a sample of appropriate courses for this category that are offered through various departments/programs. At least three credits must be from UW–Madison.

### Category 3: Measurement & Analysis

Students choose any measurement/analysis/tools/methods courses in the 300–999 range. This course list is not meant to be all-inclusive. Students are not restricted to the courses listed here. This is a sample of appropriate courses for this category that are offered through various departments/programs. At least three credits must be from UW–Madison.

### Individual Program Focus & Research

Students choose any courses, in the 300–999 range, that pertain to their individual research and thesis endeavor. At least one graduate seminar (research or topical) is required, and up to six Research credits may be used toward this category. At least six credits must be from UW–Madison (not including Research credits).

### Category 1: Natural Science courses

Code	Title	Credits
AGROECOL/ AGRONOMY/ ENVIR ST 724	Agroecosystems and Global Change	3
AGRONOMY/ ATM OCN/ SOIL SCI 532	Environmental Biophysics	3
AGRONOMY/ BOTANY/ SOIL SCI 370	Grassland Ecology	3
ANTHRO/BOTANY/ ZOOLOGY 410	Evolutionary Biology	3
ATM OCN 425	Global Climate Processes	3
ATM OCN/ ENVIR ST 355	Introduction to Air Quality	3
ATM OCN/ ENVIR ST 520	Bioclimatology	3
ATM OCN/ ENVIR ST/ GEOG 332	Global Warming: Science and Impacts	3

ATM OCN/ ENVIR ST/GEOG/ GEOSCI 335	Climatic Environments of the Past	3	F&W ECOL/ ZOOLOGY 660	Climate Change Ecology	3
BOTANY 400	Plant Systematics	4	G L E/GEOSCI 627	Hydrogeology	3-4
BOTANY 500	Plant Physiology	3-4	GEOSCI 376	Topics in Geology	1-3
BOTANY 801	Advanced Plant Community Ecology	4	GEOSCI 731	Carbonate Geology	2
BOTANY/ENVIR ST/ F&W ECOL/ ZOOLOGY 651	Conservation Biology	3	HORT 875	Special Topics	1-4
BOTANY/ F&W ECOL 402	Dendrology: Woody Plant Identification and Ecology	3	KINES/ POP HLTH 791	Physical Activity Epidemiology	3
BOTANY/ F&W ECOL 455	The Vegetation of Wisconsin	4	LAND ARC 668	Restoration Ecology	3
BOTANY/ F&W ECOL/ ZOOLOGY 460	General Ecology	4	M E 466	Air Pollution Effects, Measurements and Control	3
BOTANY/ F&W ECOL/ ZOOLOGY 672	Historical Ecology	2	M E/N E 565	Power Plant Technology	3
BOTANY/GEOG 338	Environmental Biogeography	3	M&ENVTOX/ POP HLTH 789	Principles of Environmental Health: A Systems Thinking Approach	3
BOTANY/HORT/ SOIL SCI 626	Mineral Nutrition of Plants	3	MICROBIO/ SOIL SCI 523	Soil Microbiology and Biochemistry	3
BOTANY/ ZOOLOGY 725	Ecosystem Concepts	3	N E 571	Economic and Environmental Aspects of Nuclear Energy	3
BSE/ENVIR ST 367	Renewable Energy Systems	3	PL PATH 801	Teaching Biology: Special Topics	1
CBE 562	Special Topics in Chemical Engineering	1-3	PL PATH/ SOIL SCI 323	Soil Biology	3
CHEM/ GENETICS 626	Genomic Science	2	POP HLTH/ SOC 797	Introduction to Epidemiology	3
CIV ENGR 311	Hydroscience	3	SOIL SCI 622	Soil Physics	3
CIV ENGR 415	Hydrology	3	<b>Category 2: Social Science &amp; Humanities courses</b>		
CIV ENGR 500	Water Chemistry	3	<b>Code</b>	<b>Title</b>	<b>Credits</b>
CIV ENGR 501	Water Analysis-Intermediate	3	A A E 375	Special Topics	1-4
CIV ENGR/G L E 421	Environmental Sustainability Engineering	3	A A E 635	Applied Microeconomic Theory	3
ENTOM 450	Basic and Applied Insect Ecology	3	A A E 643	Foundations of Environmental and Natural Resource Economics	3
ENTOM/ ZOOLOGY 302	Introduction to Entomology	4	A A E/C&E SOC/ SOC 340	Issues in Food Systems	3-4
ENVIR ST 400	Special Topics in the Environment: Biological Aspects of Envir St	1-4	A A E/ECON 477	Agricultural and Economic Development in Africa	3
ENVIR ST 401	Special Topics: Environmental Perspectives in the Physical Sciences	1-4	A A E/ECON/ ENVIR ST 343	Environmental Economics	3-4
ENVIR ST/ GEOSCI 411	Energy Resources	3	A A E/ECON/ ENVIR ST/ URB R PL 671	Energy Economics	3
ENVIR ST/ PHYSICS 472	Scientific Background to Global Environmental Problems	3	A A E/ECON/ F&W ECOL 531	Natural Resource Economics	3
ENVIR ST/ POP HLTH 471	Introduction to Environmental Health	3	AGROECOL 701	The Farm as Socio-Environmental Endeavor	3
ENVIR ST/ POP HLTH 502	Air Pollution and Human Health	3	AGROECOL 702	The Multifunctionality of Agriculture	3
ENVIR ST/ SOIL SCI 324	Soils and Environmental Quality	3	AMER IND 450	Issues in American Indian Studies	3
F&W ECOL 379	Principles of Wildlife Management	3	AMER IND/ ANTHRO 314	Indians of North America	3
F&W ECOL 401	Physiological Animal Ecology	3	AMER IND/ ENVIR ST 306	Indigenous Peoples and the Environment	3
F&W ECOL 655	Animal Population Dynamics	3	AMER IND/ ENVIR ST/ GEOG 345	Caring for Nature in Native North America	3
			ANTHRO 330	Topics in Ethnology	3-4
			ASIAN 630	Proseminar: Studies in Cultures of Asia	3

C&E SOC/SOC 541	Environmental Stewardship and Social Justice	3	INTER-HE 801	Special Topics in Human Ecology	1-3
C&E SOC/SOC 929	Seminar: Class Analysis and Historical Change	3	INTL ST 401	Topics in Global Security	3-4
C&E SOC/SOC 948	Seminar: Environmental Sociology	3	JOURN 812	Qualitative Communication Research Methods	3
C&E SOC/SOC/URB R PL 617	Community Development	3	LAW 731	Constitutional Law	4
COUN PSY 601	Best Practices in Community-Engaged Scholarship	2	LAW 744	Administrative Law	3
ECON 711	Economic Theory-Microeconomics Sequence	3	LAW 918	Selected Problems in International Law-Seminar	2-3
ECON 713	Economic Theory: Microeconomics Sequence	3	LSC 625	Risk Communication	3
ECON/ENVIR ST/ POLI SCI/ URB R PL 449	Government and Natural Resources	3-4	M H R 710	Challenges & Solutions in Business Sustainability	2-3
ED PSYCH 551	Quantitative Ethnography	3	POLI SCI/ PUB AFFR/ URB R PL 874	Policy-Making Process	3
ENVIR ST 308	Outdoors For All: Inequities in Environmentalism	3	PUB AFFR 860	Workshop in International Public Affairs	3
ENVIR ST 349	Climate Change Governance	3	SOC 441	Criminology	3-4
ENVIR ST 402	Special Topics: Social Perspectives in Environmental Studies	1-4	URB R PL 590	Contemporary Topics in Urban and Regional Planning	1-3
ENVIR ST 404	Special Topics in Environmental Humanities	1-3	URB R PL 611	Urban Design: Theory and Practice	3
ENVIR ST 922	Historical and Cultural Methods in Environmental Research	3	URB R PL 741	Introduction to Planning	3
ENVIR ST/ GEOG 337	Nature, Power and Society	3	URB R PL 781	Planning Thought and Practice	3
ENVIR ST/ GEOG 439	US Environmental Policy and Regulation	3-4	URB R PL 814	Environmental and Alternative Dispute Resolution in Planning	3
ENVIR ST/ GEOG 537	Culture and Environment	4	ZOOLOGY 405	Introduction to Museum Studies in the Natural Sciences	2-3
ENVIR ST/ GEOG 557	Development and Environment in Southeast Asia	3	<b>Category 3: Measurement &amp; Analysis courses</b>		
ENVIR ST/GEOG/ HISTORY 460	American Environmental History	4	<b>Code</b>	<b>Title</b>	<b>Credits</b>
ENVIR ST/JOURN/ LSC 823	Science and Environment Communication	3	A A E 636	Applied Econometric Analysis I	3
ENVIR ST/ PHILOS 441	Environmental Ethics	3-4	A A E/CIV ENGR/ ENVIR ST/ URB R PL 561	Energy Markets	3
ENVIR ST/POLI SCI/ PUB AFFR 866	Global Environmental Governance	3	A A E/ECON/ ENVIR ST/ URB R PL 671	Energy Economics	3
ENVIR ST/ PUB AFFR/ URB R PL 809	Introduction to Energy Analysis and Policy	3	A A E/ENVIR ST/ POP HLTH/ PUB AFFR 881	Benefit-Cost Analysis	3
ENVIR ST/ URB R PL 821	Resources Policy Issues: Regional and National	2-3	AGROECOL 702	The Multifunctionality of Agriculture	3
ENVIR ST/ URB R PL 865	Water Resources Institutions and Policies	3	AGRONOMY/ ATM OCN/ SOIL SCI 532	Environmental Biophysics	3
GEOG 538	The Humid Tropics: Ecology, Subsistence, and Development	4	ART 476	Intermediate Photography	4
GEOG 930	Seminar in People-Environment Geography	2-3	ATM OCN 310	Dynamics of the Atmosphere and Ocean I	3
GEOG/ URB R PL 503	Researching the City: Qualitative Strategies	3	ATM OCN 311	Dynamics of the Atmosphere and Ocean II	3
HISTORY 901	Studies in American History	1-3	ATM OCN 575	Climatological Analysis	3-4
			B M I/ POP HLTH 552	Regression Methods for Population Health	3
			B M I/POP HLTH 651	Advanced Regression Methods for Population Health	3
			C&E SOC/ED POL/ SOC 755	Methods of Qualitative Research	3

C&E SOC/ENVIR ST/ SOC 540	Sociology of International Development, Environment, and Sustainability	3	GEOG 378	Introduction to Geocomputing	4
C&E SOC/SOC 360	Statistics for Sociologists I	4	GEOG 500	Qualitative Strategies in Geography	3
C&E SOC/SOC 361	Statistics for Sociologists II	4	GEOG 560	Advanced Quantitative Methods	3
CIV ENGR 310	Fluid Mechanics	3	GEOG 576	Geospatial Web and Mobile Programming	4
CIV ENGR/ ENVIR ST/ GEOG 377	An Introduction to Geographic Information Systems	4	GEOG/ URB R PL 503	Researching the City: Qualitative Strategies	3
CIV ENGR 516	Hydrologic Data Analysis	3	INTER-HE 793	Research Methods	3
CIV ENGR/ ENVIR ST/ LAND ARC 556	Remote Sensing Digital Image Processing	3	JOURN 658	Communication Research Methods	4
COUN PSY/ CURRIC/ED POL/ ED PSYCH/ELPA/ RP & SE 719	Introduction to Qualitative Research	3	JOURN/POLI SCI/ URB R PL 373	Introduction to Survey Research	3
CSCS 570	Community Based Research and Evaluation	3	LSC 560	Scientific Writing	3
ECON 703	Mathematical Economics I	3-4	POLI SCI 813	Multivariable Statistical Inference for Political Research	3
ECON 709	Economic Statistics and Econometrics I	3-4	POP HLTH 798	Epidemiologic Methods	3
ECON 710	Economic Statistics and Econometrics II	3-4	POP HLTH/ SOC 797	Introduction to Epidemiology	3
ED PSYCH 551	Quantitative Ethnography	3	PUB AFFR 818	Introduction to Statistical Methods for Public Policy Analysis	3
ED PSYCH 760	Statistical Methods Applied to Education I	3	PUB AFFR 819	Advanced Statistical Methods for Public Policy Analysis	3
ED PSYCH 761	Statistical Methods Applied to Education II	3	PUB AFFR 820	Community Economic Analysis	3
ED PSYCH 763	Regression Models in Education	3	STAT 303	R for Statistics I	1
ENTOM/ ZOOLOGY 540	Theoretical Ecology	3	STAT 304	R for Statistics II	1
ENVIR ST 922	Historical and Cultural Methods in Environmental Research	3	STAT 305	R for Statistics III	1
ENVIR ST/ F&W ECOL/G L E/ GEOG/GEOSCI/ LAND ARC 371	Introduction to Environmental Remote Sensing	3	URB R PL 841	Urban Functions, Spatial Organization and Environmental Form	2-3
ENVIR ST/GEOG/ LAND ARC/ URB R PL 532	Applications of Geographic Information Systems in Planning	3			
ENVIR ST/ LAND ARC/ SOIL SCI 695	Applications of Geographic Information Systems in Natural Resources	3			
ENVIR ST/ PUB AFFR/ URB R PL 809	Introduction to Energy Analysis and Policy	3			
ENVIR ST/ PUB AFFR/ URB R PL 810	Energy Analysis and Policy Capstone	3			
F&W ECOL 655	Animal Population Dynamics	3			
F&W ECOL/HORT/ STAT 571	Statistical Methods for Bioscience I	4			
F&W ECOL/HORT/ STAT 572	Statistical Methods for Bioscience II	4			
GEN&WS/ GEOG 504	Feminist Geography: Theoretical Approaches	3			

## POLICIES

### GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (<https://grad.wisc.edu/acadpolicy/>) provide essential information regarding general university policies. Program authority to set degree policies beyond the minimum required by the Graduate School lies with the degree program faculty. Policies set by the academic degree program can be found below.

### MAJOR-SPECIFIC POLICIES

#### PRIOR COURSEWORK

##### Graduate Credits Earned at Other Institutions

With thesis committee and program chair approval, students are allowed to transfer up to 15 credits of graduate coursework from other institutions. Students must have at least three UW-Madison credits in each of the three breadth categories, and at least six UW-Madison credits in the individual program focus category (not including Research credits). Coursework completed ten or more years prior to admission to the master's degree is not allowed to satisfy graduate degree or graduate coursework requirements.

##### Undergraduate Credits Earned at Other Institutions or UW-Madison

No credits from an other institution or UW-Madison undergraduate degree are allowed to transfer.

## Credits Earned as a Professional Student at UW-Madison (Law, Medicine, Pharmacy, and Veterinary careers)

Refer to the Graduate School: Transfer Credits for Prior Coursework (<https://policy.wisc.edu/library/UW-1216/>) policy.

## Credits Earned as a University Special Student at UW-Madison

Refer to the Graduate School: Transfer Credits for Prior Coursework (<https://policy.wisc.edu/library/UW-1216/>) policy.

## PROBATION

Refer to the Graduate School: Probation (<https://policy.wisc.edu/library/UW-1217/>) policy.

1. Good standing (progressing according to standards; any funding guarantee remains in place).
2. Probation (not progressing according to standards but permitted to enroll; loss of funding guarantee; specific plan with dates and deadlines in place in regard to removal of probationary status).
3. Unsatisfactory progress (not progressing according to standards; not permitted to enroll, dismissal, leave of absence or change of advisor or program).

## ADVISOR / COMMITTEE

All students must assemble a three-member thesis committee that represents a minimum of two departments, preferably no later than their third semester in the program. To meet the interdisciplinary requirement the committee must include members tenured in one of the natural sciences divisions (Biological Sciences, Physical Sciences) and one of the social sciences divisions (Social Studies, Arts & Humanities). Two of the three committee members must be members of the Graduate Faculty. The third, subject to approval of the program chair, may be any qualified person, on or off campus, who holds at least a master's degree.

## CREDITS PER TERM ALLOWED

15 credits

## TIME LIMITS

Refer to the Graduate School: Time Limits (<https://policy.wisc.edu/library/UW-1221/>) policy.

## GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (<https://doso.students.wisc.edu/bias-or-hate-reporting/>)
- Graduate Assistantship Policies and Procedures (<https://hr.wisc.edu/policies/gapp/#grievance-procedure>)
- Hostile and Intimidating Behavior Policies and Procedures (<https://hr.wisc.edu/hib/>)
  - Office of the Provost for Faculty and Staff Affairs (<https://facstaff.provost.wisc.edu/>)
- Dean of Students Office (<https://doso.students.wisc.edu/>) (for all students to seek grievance assistance and support)
- Employee Assistance (<http://www.eao.wisc.edu/>) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)

- Employee Disability Resource Office (<https://employee disabilities.wisc.edu/>) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (<https://grad.wisc.edu/>) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (<https://compliance.wisc.edu/>) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office of Student Conduct and Community Standards (<https://conduct.students.wisc.edu/>) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (<http://www.ombuds.wisc.edu/>) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (<https://compliance.wisc.edu/titleix/>) (for concerns about discrimination)

This document was reviewed by the Graduate Student working group and approved by vote of Nelson Institute Governance with subsequent review by campus HR; please note that this was prior to the revision of GAPP by campus in 2019-20, as well as present and expected changes in 2020 after to Title IX, Office of the Dean of Students, etc.

### Preamble:

Any student who feels that they have been treated unfairly by a faculty or staff member has the right to seek redress and to receive a hearing of the grievance following these procedures. It applies only to grievances about those persons who are employees of the Nelson Institute, who teach for the Nelson Institute or otherwise are subject to administrative oversight by the Institute. The complaint may concern course grades, program admission, classroom treatment, hostile or intimidating behavior, or any other issue. Note that these procedures are for students bringing grievances to the Nelson Institute, they do not cover issues relating to the classroom behavior of students which must be referred to the Dean of Students.

The procedures outlined below are used in the Nelson Institute to ensure a prompt and fair hearing of complaints, and to protect the rights of both the student and the person at whom the complaint is directed. These policies describe formal procedures. A student is free to bypass these procedures if they do not wish for an Institute sanctioned resolution.

A complaint covered here may involve issues that either require or that would benefit from being directed to one of the campus programs or offices addressing complaints and grievances. See <https://compliance.wisc.edu/> and [https://compliance.wisc.edu/wp-content/uploads/sites/102/2018/09/Safe-Learning-and-Work-Guide.Fall\\_FY19-Accessible.pdf](https://compliance.wisc.edu/wp-content/uploads/sites/102/2018/09/Safe-Learning-and-Work-Guide.Fall_FY19-Accessible.pdf) (Accessed Oct. 2020). Please review the most recent information on Title IX on campus, as guidelines and contacts may change. Graduate students should review information at <https://grad.wisc.edu/documents/grievances-and-appeals/> (Accessed Feb. 2019). Undergraduate students may wish to review information available in the undergraduate course catalog. There they will find this option presented: "For assistance in determining options, students can contact the on-call dean in the Dean of Students Office, 608-263-5700, Room 70 Bascom Hall, Monday– Friday, 8:30 a.m.–4:30 p.m."

Also, students should know that academic administrators may be required to report instances of sexual harassment or violence in accordance with university policy and the Clery act. (See: <http://uwpd.wisc.edu/crime-data/clery-act/> Accessed Oct. 2018).

State law contains additional provisions regarding discrimination and harassment. Wisconsin Statutes 36.12 reads, in part: "No student may be denied admission to, participation in or the benefits of, or be discriminated against in any service, program, course or facility of the system or its institutions or center because of the student's race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status." In addition, UW-System prohibits discrimination based on gender identity or gender expression. Students have the right to file discrimination and harassment complaints with the Office for Equity and Diversity.

Questions about Nelson Institute procedures can be directed to the Associate Dean for Research and Education.

### Procedures:

1. If possible, the student (complainant) should first talk with the person against whom the grievance is directed to advise them of their complaint and to determine if resolution is possible.
2. If the student is not satisfied, or if they do not feel comfortable addressing the person to whom the grievance is directed, they should ask to speak to the immediate supervisor of the person involved. If the complaint is directed against a teaching assistant, the student should talk to the TA's supervisor, who is usually the course professor. If the student grievance concerns a faculty or staff member in Nelson, the next formal step is for the student to meet with the Associate Dean for Research and Education. If the complaint is not resolved at this level, the student may continue to the next step (4).
3. It is recognized that a student may be reluctant to bring their grievance to the person against whom the complaint is directed, or to their supervisor, or to anyone else in the administrative hierarchy. In that case, the student should seek out a person who can guarantee confidentiality to the extent allowed by the law and university policy and provide non-judgmental advice as to appropriate next steps. Note that if criminal activity is involved confidentiality cannot be guaranteed. If a student does not know of any suitable person, they may approach any member of the Nelson Institute Academic Programs staff who will be able either to serve as a confidential discussant or who will be able to direct the student to someone who can assure confidentiality. Their role is to be that of Ombuds, meaning that they are not to take a position with respect to the validity of the grievance. Their role is to advise the student as to appropriate next steps.
4. To start a formal grievance process, the student must submit the grievance in writing to the Nelson Institute Associate Dean for Research and Education (hereafter Associate Dean) as soon as possible. An email for which receipt is acknowledged will be considered a written submission.
5. On receipt of the written complaint, the Associate Dean will acquaint themselves with the issues. This may involve face to face meetings or other means of establishing the facts in dispute. The Associate Dean will have the option of proposing a resolution. If the proposed resolution is accepted by parties directly involved, the matter will be considered settled at this level. Relevant documents will be archived by the Office of the Assistant Dean for Administration. At any point in the proceedings after the receipt and acknowledgement of the grievance by the Associate Dean, the complainant or the compliance will have the option of requesting that the matter be referred to an ad hoc committee. This request must be submitted in writing and acknowledged by the Associate Dean.
6. If the matter cannot be settled through the mediation of the Associate Dean, or if the Associate Dean has concluded that the case merits further attention, or if the complainant has requested that the matter be referred to an ad hoc committee an ad hoc committee will be appointed by the Dean of the Nelson Institute or their designee. The committee will consist of at least three members. Within 10 working days, the student will be allowed to revise the complaint or to add material to the complaint document to be provided to the committee. The complainant may request a change in committee membership, but the final decision on the committee will remain with the Dean. The committee may request a written response from the person toward whom the complaint is directed. This response shall be shared with the person filing the grievance. The ad hoc committee will meet to discuss the case. They are authorized to seek additional information if they feel it is necessary. They will convey their written decision regarding the case including any recommendations for remediation or mediation to the Associate Dean within 30 working days from the charge to the committee. The Associate Dean will provide a copy of the committee's written decision to the student regarding the case within 10 working days of receiving the committee's report; the Associate Dean will also confirm that the past record on file of any grievances regarding the parties involved has been investigated; and, the Associate Dean will provide the student a statement outlining the formal plan of steps that will be taken officially on the part of the Nelson Institute.
7. The complainant then has the option of taking their grievance to the university level. There are several options available. Consult websites referenced above.
8. The written documents relevant to the grievance will be archived in hard copy and electronic form as appropriate in a "Grievance Record" by the office of the Assistant Dean of Administration and will be maintained for a minimum of five years.
9. The cumulative record involving any of the parties to a grievance will be reviewed each time a formal grievance is presented as in Step 4, above, in order to determine whether the pattern of grievance, such as past filings, indicates any actions are warranted.

### OTHER

n/a

## PROFESSIONAL DEVELOPMENT

### PROFESSIONAL DEVELOPMENT GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (<https://grad.wisc.edu/pd/>) to build skills, thrive academically, and launch your career.

### PROGRAM RESOURCES

#### Summer Writing Retreat

A four-day weekend summer (early June typically) writing retreat is available to any student in the program who is in the process of undertaking a serious writing commitment like a thesis, dissertation, grant proposal, or class paper. There is a peer review component to this retreat,

so all participants will share at least some parts of their work for feedback from the instructor and their peers.

## LEARNING OUTCOMES

### LEARNING OUTCOMES

1. Demonstrate master's level knowledge of interdisciplinary environmental studies.
2. Demonstrate master's level knowledge of a substantive area of environmental studies, adequate to undertake their M.S. thesis.
3. Demonstrate master's level knowledge of research methodology appropriate to their substantive area of focus and appropriate for preparing their M.S. thesis.
4. Demonstrate skill in synthesizing the above goals (1-3) through preparation of a master's thesis.

## PEOPLE

### PEOPLE

#### FACULTY EXECUTIVE PROGRAM COMMITTEE

Sara Hotchkiss (Program Chair), Robert Beattie, Holly Gibbs, Leah Horowitz, Marty Kanarek, Christopher Kucharik, Mutlu Ozdogan, Paul Zedler, Steph Tai (Ex Officio)