

CALS Academic Planning Council

6201 Microbial Sciences Building
September 7, 2021, 1:00-2:30 p.m.

2021-22 meeting materials found at:

<https://uwmadison.box.com/v/CALSAPC21-22>

Attendees: Samuel Butcher, Jed Colquhoun, Todd Courtenay, Barbara Ingham, Mehdi Kabbage, HuiChuan Lai, Jamie Nack, Xuejun Pan, Francisco Peñagaricano, Guanming Shi, Michael Thomas, Michael Xenos

Absent: Eric Kruger, Carrie Laboski

Ex Officio: Mark Rickenbach, Kate VandenBosch, Karen Wassarman

Guests: Julie Scharm

Minutes by: Therese McHenry

Welcome and introductions

- *Group introductions*

Review agenda

- *Minutes are on the consent agenda, which is too permitted by Robert's Rules of Order*
- *These items are not expected to need discussion and normally no time is spent on them*
- *If members agree, the consent agenda is automatically approved*
- *If any member disagrees, they can request that the item be moved to the regular agenda and taken up for discussion and action during this "review agenda" item*

Revisions to current agenda

- *No revisions*

Consent Agenda

1. Approve minutes for May 18 meeting (Box)
 - *Item 1 approved by consent*

Introductory Items

2. Introduction to APC
 - *The document in Box provides an introduction to the origins, purpose and practices of the APC*
 - *APC is the primary governance body of the college*
 - *Members represent the constituents in their divisions, not their own home departments. There are also members representing academic staff and CALS Extension-funded faculty and staff. This provides a diversity of viewpoints.*
 - *APC reviews policy and academic programs and advises the dean on budgetary matters, policy, and strategic planning and any other topic on which the dean seeks their advice*
 - *APC and Curriculum Committee both deal with academics*
 - *APC handles program-level topics, including review of and changes to academic programs (majors, certificates)*
 - *Curriculum Committee generally deals with course-level proposals. Curriculum Committee also reviews program proposals to provide APC feedback and comments to consider in APC review.*

Action and Discussion Items

3. Review and approval of updated charge and function

- *The document in Box outlines updates to the committee's charge and function*
- *Changes reflect items from the APC self-study submitted in spring 2021*
 - *Updates to membership divisions due to changes in CALS departments*
 - *Recommendations for substitutions of members with long-term absences or unable to complete a term*
- *Motion to accept changes to charge and function: Colquhoun/Shi*
- *Vote: 12-0-0*

4. Expected items for the year

- *Items expected to come to APC for action this year include program reviews, program proposals, center reviews, and a low enrollment course policy*
 - *Discontinuation of undergraduate certificate in fermented foods/beverages*
 - *Discontinuation/change of capstone certificates in clinical nutrition and in clinical nutrition – dietetic internships*
 - *Suspension of admission with intent to discontinue Soil Science BS*
 - *Global Health certificate changing administrative home from one department to another*
 - *Notice of intent of agricultural ecosystems major*
 - *Discontinuation of microbiology major in L&S*
 - *Program reviews*
 - *Biochemistry*
 - *Bacteriology*
 - *Entomology*
 - *Food Science*
 - *Forest and Wildlife Ecology*
 - *Soil Science*
 - *Mass Communication PhD program – joint w/L&S*
 - *Center reviews*
 - *Renk Agribusiness Institute*
 - *Wisconsin Crop Innovation Center*

a. Center and program reviews

- *The document in Box outlines the process for program reviews and center reviews, including how APC is involved*
- *Program and center reviews are generally discussed by the APC in two meetings*
 - *In the first APC discussion, the APC meets with review committee chair and develops questions for the subsequent meeting with the department/program chair/center director*
 - *In the second discussion, the APC addresses questions with the department/program chair/center director and votes on completeness of review*
- *APC may then comment on specific recommendations or make suggestions to advise the dean on future actions*

b. Items APC wishes to forward for discussion this year

- *APC suggestion: Review of the APC self-study recommendation about how communication flows between the APC members and departments*
 - *Future discussion to occur on what has been tried, best practices, and gaps*
- *Members to think about topics and revisit during Sep 21 meeting*

Informational Items and Announcements

5. CALS Statement Against Racism and Hate

- *In May 2021, the APC discussed the draft CALS statement against racism and hate, which had been developed as a result of a recommendation from the CALS Equity and Diversity Committee*
- *The statement was vetted at the campus-level, through the Office of the Provost; the Division of Diversity, Equity and Educational Achievement; the Office of Legal Affairs (OLA); and Director of Tribal Relations, Aaron Bird Bear*
- *OLA suggested changes to some language to protect the university against liability*
- *Other changes were made to describe what college is striving for versus what college is against*
- *The document in Box is the final statement, which will be distributed in short version on PVLs and in long version on the CALS website*

6. Dean's Office transitions

- *Kate VandenBosch will step down as dean in 2022, after commencement and likely in summer, and plans to stay until a replacement has started, hoping to avoid the need for an interim dean*
- *There will be a national search for the next dean, launching in fall out of the Office of the Provost*
- *The University Committee is involved in identifying members of the search committee*
- *Information about the search process will be shared with the college community once details are available*
- *VandenBosch's priorities for FY22 include:*
 - *Enhancing undergraduate enrollment*
 - *Common framework to describe majors in Guide and for marketing*
 - *Evaluating enrollment and graduation trends to better understand factors that affect college*
 - *Facilitating current organizational change/strategic planning that is underway*
 - *Animal and Dairy Sciences – continuing integration, decisions around facilities*
 - *Agronomy and Horticulture – establishing work groups to explore combined future*
 - *Center for Integrated Agricultural Systems strategic planning*
 - *Farm and Industry Short Course strategic planning*
 - *Future of data analytics in CALS and needed support*
 - *CALS disciplines are using large data sets*
 - *Want to see where we might collaborate with campus-level partners and where are there gaps to address*
 - *Jeri Barak will lead this new effort and put together a committee to explore this in areas of research and graduate education*
 - *Diversity and climate*
 - *Chief diversity officer search*
 - *Foster relationship with the Division of Extension*
 - *Develop and document standard operating procedures for decision-making, especially around resources*
 - *Facilities projects*
 - *Capital projects*
 - *ARS and other off-campus projects*
 - *Donor conversations and stewardship*
 - *College has surpassed goals of the 7-year campaign with time to go*
 - *Celebrate CALS accomplishments*
- *In spring, the college will be thinking about the preparation for a new dean*

- *What materials should be provided to the new dean for briefing purposes?*
- *What do we want to share about who college is and what priorities are?*
- *What are our strengths and what are our challenges to address?*
- *Questions from the committee*
 - *Will APC be involved in the search for the next dean?*
 - *We can inquire about this; however, information about the search process will be shared once more details are available*
 - *How will CALS or campus assist the Division of Extension with continued transition and reorganization to adequately provide Extension services and be responsive to our clientele?*
 - *Issues can be brought to CALS associate dean for extension and outreach*

There were requests from APC members to share information on the Title and Total Compensation initiative and on fall enrollment numbers at a future meeting.

Meeting adjourned at 1:57 pm