

# CALS Academic Planning Council

6201 Microbial Sciences Building

April 5, 2022, 1:00-2:30 p.m.

2021-22 meeting materials found at:

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

**Attendees:** Jed Colquhoun, Todd Courtenay, David Eide, Medhi Kabbage, Eric Kruger, Jamie Nack, Xuejun Pan, Francisco Peñagaricano, Ivan Rayment, Michael Thomas, Thea Whitman, Michael Xenos

**Absent:** Barbara Ingham, Guanming Shi

**Ex Officio:** Kate VandenBosch, Karen Wassarman

**Guests:** Brian Fox (item #2, departed at 1:45 pm), Patricia Kiley (item #2, departed at 1:26 pm), Brett Schieve (item #3, departed at 2:10 pm)

Welcome and introductions

Review agenda

Revisions to current agenda

- *No revisions were made to the agenda.*

## Consent Agenda

1. March 15, 2022 meeting minutes (Box)
  - *Item 1 was approved by consent.*

## Action and Discussion Items

2. Biochemistry program review: 2<sup>nd</sup> discussion, w/departmental representatives
  - *Brian Fox, chair of Biochemistry, and Patricia Kiley, chair of Biomolecular Chemistry attended to discuss the academic programs within Biochemistry.*
  - *Rick Amasino was not able to attend as expected and noted on the agenda.*
  - *Questions from the committee regarding the Integrated Program in Biochemistry (IPiB)*
    - *It was noted that there was at least the perception that female and underrepresented students failed preliminary exams at a higher rate than other students. Will you please address this issue. It would be helpful to provide data of prelim results and retention rates for these populations of students relative to the total.*
      - *Over the last 10 years, no IPiB student has failed their prelim.*
      - *There have been students who have left the program and the department's response provided a summary about this information. There are about 8-10% of students that leave the program but this is not gender-specific. They leave when faculty members go to other institutions or they leave IPiB and go to other PhD programs on campus.*
      - *The issue seems to be one of perception.*
    - *Does the program have a policy for helping students whose laboratories moved to another institution?*
      - *Yes, the program works with every student whose lab moved to another institution on a case-by-case basis to find out what the students would like to do.*
      - *Many students who have departed along with their advisor first are able to receive a master's degree from UW-Madison as a record of this experience prior to moving to the other institution.*

- *What is the current status of the discussion around teaching practicum requirements for IPiB students and do you anticipate a change in the future? Is there tension between the two departments with regards to teaching practicum expectations?*
  - *There have been ongoing discussions for several years and in 2021 it was decided to change the two-semester teaching practicum requirement to one semester and replace one semester with a professional development requirement, modeling after the Microbiology PhD program.*
  - *The two departments have different missions and in the School of Medicine and Public Health (SMPH) there is no undergraduate teaching mission but in CALS the undergraduate teaching mission exists so if there's any tension between the units, it's the recognition that the missions are different.*
- *What is the status of NIH training grant support for IPiB students?*
  - *T32 support is considered to be excellent. In the last three years, 32% of IPiB students have received support from a T32.*
  - *IPiB faculty are trainers on grants and students are competitive on these grants.*
  - *The department has thought a lot about having a replacement to the MBTG training grant as well as how T32s changed dramatically with updated rules in 2019. Addressing a new training grant the size of the MBTG grant is exceeding difficult now. At this time, the department has not identified a group of faculty and training mission that are sufficiently distinct and can be competitive.*
  - *The department has identified a need to step up applications for NSF graduate fellowships in the IPiB program which is a potential area to gain success.*
- *What are the program's plans or priority for the PhD minor in Biochemistry? There was only one Biochemistry PhD minor awarded in the past five years so more information about audience and how it will be supported and promoted would be helpful.*
  - *The departments can better advertise the minor as it has a lot to offer.*
  - *The faculty are opposed to losing the minor as it's a lost opportunity to teach and they want to do what's best for students.*
  - *The departments do not feel there's a significant detriment to keeping the minor.*
- *The review committee had several recommendations. What was the program's reaction to these (especially those not addressed in the above questions)? Are there some that you would place at a priority to address?*
  - *The chairs thought there were some unsubstantiated comments and lack of detail in the report which aren't helpful in planning solutions.*
  - *The departments already have been prioritizing diversity, equity and inclusion (DEI) issues.*
    - *Each department has their own DEI committee and the graduate program has a DEI committee to work with students on concerns.*
    - *The program has been working to recruit more diverse students and faculty and also has held workshops on inclusive teaching.*
    - *80% of IPiB faculty have completed a WISELI course on preventing bias and more than 50% of IPiB faculty have taken campus courses on leadership, which represents the priorities of the chairs.*
  - *The report seems to have captured some of the circumstances of the pandemic.*
- *Do you feel like process for complaints and grievances is well understood by students?*
  - *Biochemistry chair has an open door policy to hearing complaints and feels that the college's addition of an associate dean for diversity, equity and inclusion will help as well.*
  - *SMPH has an anonymous reporting system through a website and an office that then follows up on complaints. This system has been in place for five years and students use it.*
- *Questions from the committee regarding the Biochemistry BS*

- *The major curriculum has only three required biochemistry courses with many additional requirements taught outside of the department (e.g., chemistry, physics, math). Several questions were raised regarding whether these biochemistry courses covered the breadth of the field sufficiently, and if there were other opportunities for smaller courses to help build community among the undergraduates. Is the department discussing changes to the curriculum to address these or other questions?*
  - *The department feels that these rigorous courses cover the breadth of the field and students have opportunities to take specialized courses in topic areas.*
  - *In addition to the required courses, the department offers elective courses so there is no issue of insufficient courses to take in Biochemistry.*
  - *Students who pursue the Biochemistry BS are sufficiently prepared to succeed with a strong foundation of biochemistry.*
- *It appears that the work to administer and advise students is all being done by CALS staff. Is the department considering moving Biochemistry to a CALS only major to reflect this uneven work/credit distribution?*
  - *The Biochemistry faculty are not considering removing the College of Letters & Science (L&S) Biochemistry major because they do not wish to remove the option from students. Many students perceive that it is easier to double major in L&S than in CALS.*
  - *Many of the L&S majors are top students in the university, winning Hilldale and other campus fellowships.*
  - *If the L&S major is removed, students wishing to remain in L&S may go to other majors such as Biology or Neuroscience.*
  - *What is needed is better partnership with L&S to assist with resources.*
- *The review committee highlighted a number of challenges and offered some suggestions. What was the program's reaction to these, and are some at a higher priority to address?*
  - *A lot of the challenges in the report come from the times we live in and how people get together and understand each other. There were missed opportunities to interact and this especially impacted the undergraduates.*
  - *The department has promoted social events whenever they can and continues to look for ways to build the cohorts of students.*
- *Given that many students won't declare until their sophomore year or take their first Biochemistry course until their junior year, how can the department engage students earlier?*
  - *The department will continue to conduct different events and target different populations of students.*
- *Motion to approve the program review as complete: Kruger/Colquhoun*
- *Vote: 12-0-0*
- *Comments to share with the completion of the program review:*
  - *It appears that within CALS, we need to ensure graduate students know where to go for concerns or complaints, as this seemed a much clearer process within SMPH.*

### 3. Student international travel policy

- *Brett Schieve, director of CALS Study Abroad and International Education, proposed a student international travel policy.*
- *CALS Study Abroad advises students on and manages a portfolio of study abroad opportunities. Many are faculty-led programs but some are exchange programs.*
- *There is a long-standing tradition of offering study abroad opportunities to students in CALS and this policy's purpose is to ensure and support the health and safety of students who are abroad.*
- *The proposed policy would require all faculty or staff offering academic credit for international travel to work through CALS Study Abroad, who would ensure that the appropriate agreements are put in place, serve as an emergency contact/resource for students and faculty, confirm credits will transfer, assist with enrolling in international insurance, and help setting up budgets or applying for financial aid, depending on the needs of the international experience.*

- *This policy does not change any of the requirements for credit-bearing international experiences but codifies the fact that CALS faculty and staff must work through CALS Study Abroad to make sure campus policies are being met. Working with CALS Study Abroad currently is requested but not required.*
  - *Questions and feedback from the committee*
    - *Is this already a campus policy?*
      - *There are several campus policies that dictate requirements for international travel but no requirement that faculty and staff work through their school or college.*
    - *What is the current policy? Does it go through course proposals?*
      - *The first step requires that faculty and staff will work through CALS Study Abroad.*
      - *For internships or one-off experiences, there will be different steps but still will require faculty and staff to inform CALS Study Abroad.*
    - *This policy does not cover graduate student research abroad or field safety. Does the college have a plan to address this gap and be proactive instead of reactive should something happen?*
      - *While faculty and staff are required to work with CALS Study Abroad, graduate students may not be required to do so. There are ways to support graduate student research experiences abroad though they are not always handled in CALS.*
      - *There are some administrative discussions already happening around field safety.*
    - *Some graduate students may have signed up for a credit where they serve as a research assistant (RA) but for something other than their program. Does the policy require that these students work with CALS Study Abroad?*
      - *The requirement is for them to work through the office but it may be determined that nothing more is needed.*
    - *When will this be ratified?*
      - *Today's goal is to have a vote to adopt the policy.*
      - *The policy could be effective beginning in fall with a strong recommendation that this policy be followed prior to the effective date.*
    - *How will this policy be enforced? Is there a process in place that won't allow a faculty or student to move forward until box has been checked?*
      - *The first step is to have an official policy and education would be the next step to ensure faculty and staff impacted are aware of the requirement.*
    - *It seems that the policy may be strengthened by mentioning general international research and graduate student experiences. Specific examples to outline graduate thesis-related research instead of the less clear directed research would be helpful.*
  - *The committee would like to have the policy brought back for a vote after there are additions covering graduate research and well as the policy effective date.*
4. Wisconsin Distinguished Graduate Fellowship recommendations
- *The subcommittee, comprised of Mehdi Kabbage, Guanming Shi, and Michael Xenos, made the following recommendations:*
    - *Louis and Elsa Thomsen Wisconsin Distinguished Graduate Fellowships:*
      - *Rafael Domingues – Animal and Dairy Sciences*
      - *Yuchi Ma – Biological Systems Engineering*
      - *Garret Zastoupil – Human Ecology*
    - *Senator Robert Caldwell Graduate Fellowship in Agricultural and Life Sciences:*
      - *Sena Field – Animal and Dairy Sciences*
    - *Richard M. Heins Wisconsin Distinguished Graduate Fellowship:*
      - *Wang Weizheng – Biological Systems Engineering*

- *The recommendation of the subcommittee is the motion and no second is needed for a subcommittee recommendation.*
- *Vote: 12-0-0*

### **Informational Items and Announcements**

5. Extension working group on faculty governance and program funding
  - *A working group has been constituted by the provost to clarify how the schools and colleges work with the Division of Extension around faculty issues such as promotion and tenure and how funding decisions are made. The committee members have been charged, but not yet announced. From CALS we know our representatives will be Doug Reinemann, associate dean for extension and outreach, and Angie Seitler, associate dean for finance and administration.*
  - *In a separate process from the working group, the chancellor announced that all future Division of Extension hires with a faculty designation will be hired and tenured in partnership with another department within a UW school or college. For current faculty members housed in the Department of Extension, they have three options: 1) remain in the Department of Extension under expectations newly enacted by the department faculty, 2) request a transfer to a department within a school or college, or 3) transition to an academic staff role titled "professor of practice" that delineates educational and outreach programming aligning with Extension's expectations for the same topics.*
  - *The college will make an effort to have the CALS representatives report progress to the APC.*
6. CALS dean search update
  - *Five dates are being held for the CALS dean finalists' public presentations but not all may be used.*
  - *People can attend the public presentations or watch the recordings and provide feedback.*
7. Update on UAPC actions
  - Science Communication, undergraduate certificate proposal
    - *This proposal was approved by the University Academic Planning Council (UAPC) and will move to the implementation stage to start the certificate in fall 2022.*
  - Global Health certificate: administrative/department home change
    - *The change that moved the Global Health certificate from Nutritional Sciences to Entomology was approved by the UAPC.*
8. Updated campus academic program review policies and procedures
  - *Campus is conducting a regular review of the policies and procedures around the academic program review process, as is done every few years.*
  - *The updated policies and procedures do not have any changes to the process we are already following, but we have an opportunity to review and provide feedback.*
  - *The committee determined this topic did not need to be brought back for discussion.*

*The meeting adjourned at 2:31 pm.*