

## CALS ACADEMIC PLANNING COUNCIL

May 15, 2018

1:00 PM-2:30 PM

1220AB DeLuca Biochemical Sciences Building, 440 Henry Mall

**Present:** Hasan Khatib, Tim Van Deelen, Dietram Scheufele, Jeri Barak, Patrick Krysan, Karen Wassarman, Marv Wickens, Paul Mitchell, Alan Turnquist

**Absent:** Doug Soldat, Katherine Curtis, John Shutske, Guy Groblewski, Jon Roll

**Ex Officio:** Dick Straub, Nikki Bollig, Megan Grill

**Minutes:** Megan Grill

The meeting was called to order at 1:01 pm.

There were no changes to the agenda.

Minutes reviewed from the April 17<sup>th</sup> APC Meeting.

**Paul moved to approve, Alan seconded; unanimously approved**

### **Action and Discussion Items**

#### 1. Onboarding Assoc Dean for Academic Affairs

- Karen Wassarman will start in her new position as the Associate Dean for Academic Affairs on June 1<sup>st</sup>, and APC was asked to offer focus areas for onboarding.
- Paul can help Karen understand the Farm and Industry Short Course program
- Alan can provide insight into the Residential Learning Communities
- Redesign will be a focus area- particularly how it relates to structuring undergrad curriculum
- Coordination with departments in the desire to increase student enrollment
- Understanding SOAR and how it relates to recruiting
- Revenue generating programs and learning what successful programs have done
- Double major policy and how it affects student recruitment
- Certificate in Food Systems and defining the academic home and funding structure

#### 2. CALS Redesign

- The main topic is 5 year planning. The Guidance document and template for 5 year planning process was discussed at the chair's meeting yesterday
- 5 year plans and performance metrics will be discussed in more depth at the chairs retreat in August
- The intention of 5 year planning is to revisit annually. 5 year planning benefits the Dean's office in guiding resources allocation, shaping annual meetings, help in college level planning, in responding effectively to campus requests for information, and overall promote departmental success
- Kate understands that the first year won't be perfect, but is looking forward to these becoming routine
- The guidance document can provide instruction in completing the 5 year planning document
- All departments will complete a 5 year planning document, but not every topic will have to be addressed every year

- Kate highlighted page 16 as the area to indicate what resources are needed
- Departments that are planning to merge should still submit a planning document with identical goals. Once the merger is complete they will only need to submit one document.
- The committee questioned whether or not additional resources will be made available to assist in completing these documents. The Office of Strategic Consulting has been offered as a resource to departments that are considering merging or forming a collaborative
- 5 year plans will be due in December. Concern from the committee that the annual planning documents will be piled up on top of the program reviews. Kate is hoping that they will align and complement each other
- Kate requested APC feedback on what level of involvement they would like to have with department plans. The committee suggested that the plans be treated like grant proposals where APC serves in an advisory role to the grant panel manager. Unlikely that departments will be asked to review other departments, but will ask them to advise on the criteria
- The committee expressed the difficulty of measuring departments based on campus controlled fiscal metrics that do not differ based on discipline
- The committee noted that departments bring in resources not captured by campus metrics. Example of samples donated to labs

### 3. Update for Equity and Diversity Committee

- Values Statement on Diversity
  - Tom Browne was not available to attend due to a scheduling conflict so Dick Straub presented this topic
  - There are very passionate undergrads, grads, faculty, and staff on the Equity and Diversity Committee.
  - Diversity representatives have been identified for each department and there are two meetings held each year; one each semester. This allows departments to learn from each other.
  - The Equity and Diversity Committee has been putting on Lunch and Learn series, but the attendance is not as good as hoped. Sessions are recorded for those who can not attend, and they hope to increase attendance
  - The committee is thinking about how TAs receive diversity training and thinking broadly about what training should be provided to faculty, staff, and students
  - The committee would like APC's endorsement on the recruitment statement that will be included on all PVLs and in recruitment efforts.
    - Suggestion to change the verbs to maintaining and growing in order to recognize that there is still room to grow, but efforts to increase diversity have been made

**Dietram moved to endorse the statement, Paul seconded; unanimously adopted**

## Informational Items and Announcements

### 1. Updates

- Program Reviews
  - Nikki Bollig gave an update on the status of program reviews.
  - LSC program review has been completed

- AAE program review is in the final stages. GFEC still has to review. The QAE proposal is on the GFEC agenda for June. There is some concern about the name being too broad
- For the upcoming year, 5 review committees have been charged for Agroecology, Biometry, Horticulture, Plant Breeding and Plant Genetics, and Plant Path
- Biology has a self-study due in 2018-19
- Nikki will bring back an update at the beginning of the next year
- International Studies
  - The International Studies Requirement was last reviewed in 2014. Currently, 80% of students are using courses outside of CALS to meet the requirement.
  - Associate Dean Sarah Pfatteicher asked the Curriculum Committee to review the International Studies Requirement. Curriculum Committee charged a subcommittee to review the criteria, which has been approved by Curriculum Committee. This proposal is in Box.
  - There will be a call for courses process. The requests will be due December 1<sup>st</sup>. There is a plan to have the new course list available for fall enrollment in April 2018.
- APC Membership Elections
  - Megan Grill provided an update about the status of the APC elections.
  - All vacant seats have been filled, and Megan handed out a document with the names of the 2018-19 meeting dates, times, and APC membership that highlighted new members. The location is still TBD
- Searches (FISC and Assoc Dean)
  - Jennifer Blazek has been selected as the new director of the Farm and Industry Short Course. Jennifer comes from Extension and has a Masters in Agroecology and a Masters of Arts in Latin American Studies (both from UW Madison). She worked on her thesis with Michele Wattiaux . Jennifer earned her Bachelors of Arts in Spanish and English (from UW LaCrosse)
  - Karen Wassarman has been selected as the Associate Dean for Academic Affairs and will begin on June 1<sup>st</sup>.

Dean Kate thanked the committee members for their service.

Meeting adjourned at 2:01 pm