

CALS ACADEMIC PLANNING COUNCIL - MINUTES
December 4, 2018
1:00pm-3:30pm
2321 DeLuca Biochemical Sciences Meeting (joint meeting with L&S)
6340 Biochemical Sciences Building (CALs only meeting)

JOINT L&S AND CALS APC MEETING

Attendees: Erika Anna (departed at 1:49pm), Jeri Barak, Jane Collins, Guy Groblewski, Chuck Kaspar, Hasan Khatib, Larry Meiller, Nicole Perna, Doug Soldat
Not present: Claudio Gratton, Barb Ingham, Paul Mitchell, William Tracy, Alan Turnquist
Ex officio: Kate VandenBosch, Bill Barker, Dick Straub, Karen Wassarman
Guests: L&S members including Eric Wilcots and Elaine Klein (joint L&S meeting), Nick Balster (Environmental Sciences response to program review)
Minutes taken by: Julie Scharm

Public meeting attendees: None

The meeting was called to order by Kate VandenBosch at approximately 1:03pm.

Welcome and introductions

Introductions were made.

Review agenda

No changes were made to the agenda.

Action and discussion items

1. Environmental Sciences response to program review

A five-year program review of the Environmental Sciences major was completed in spring of 2017. The Environmental Sciences program was asked to address the governance structure in the program, how to involve more faculty in governance, a successional plan for leadership, and to then address issues with capstone opportunities, high numbers of DARS exceptions, and the existence of dual majors in Environmental Studies and Environmental Sciences. In February 2018, the program submitted a response with a focus on governance.

Nick Balster, faculty member in the Department of Soil Science, joined the APC meeting to provide a response to the program review. Environmental Sciences is a stand-alone major that exists in both CALS and L&S. Nick Balster's counterpart in L&S is Jonathan Martin. The hallmark of the major is its rigorous mission around key areas to prevent the program from becoming too unwieldy or growing too quickly. There are clear definitions and decisions around curriculum, which culminated in a charter for the major, which includes standard operating procedures. The charter continues to be updated as new things occur. The major has about 150 students with the majority of students in CALS; there are a growing number of students in L&S. Kathryn Jones is the lead administrator in CALS and is supported by the departments of Soil Science and Horticulture. Eric Schueffner is the administrator in L&S. Kathryn and Eric are extraordinary and critical to the success of the major.

Program response to the recommendations:

- DARS exceptions: The exceptions have been dramatically reduced. The initial exceptions had a lot to do with a new major coming online. The program is well on its way to correcting this.
- Capstone: This project is tabled for the moment.
- Dual major: The program will put forward a request to discontinue the dual major between Environmental Sciences and Environmental Studies.
- Governance: Environmental Sciences originally had a program committee (academics) and an administrative committee (DARS, transfers, etc.). This structure was not making efficient use of time and there were not a lot of issues to address with the major. The program is proposing a new structure with the following elements:
 - One program committee to oversee the major.
 - The program committee will have a chair and a chair-elect, elected by the program committee. Chairs will serve a staggered three-year term, overlapping to provide continuity of service.
 - The program committee will be comprised of 5-7 members, including the chair and chair-elect, with three-year terms.
 - The program committee will represent colleagues across the colleges who are interested in environmental sciences. The current chairs are reaching out to professors with courses where environmental sciences students are heavily enrolled.
 - One committee member will be from the department of Soil Science, which houses the major and oversees Kathryn's work.
 - One committee member will be from Atmospheric and Oceanic Sciences (AOS), since they are the home for the major in L&S.
 - Two subcommittees: 1) Administrative and 2) Curriculum and Instruction
 - The chair will be asked to be knowledgeable about both program and staff opportunities, to be aware of items such as procedures for promotion, etc.
 - The chair will serve on the Environmental Studies committee and vice versa to prevent too much overlap in curriculum.

Comments and questions:

- Question: How often will the committee and subcommittees meet? Response: The program committee will meet once a semester. The subcommittees will meet when there are enough topics for an agenda. There is not a lot of governance for the major. Will try to schedule meetings early in the semester in order to meet deadlines, such as course catalog deadlines.
- Question: How does compensation to the director work when someone is in two different colleges and on a different pay basis? Response: Being the director is part of a faculty member's position/role within a department. There is a greater need for resources in support services.
- Question: What is your relationship with the Nelson Institute? Response: The relationship has been challenging. The Nelson Institute curriculum is fairly broad; it fits a lot of students and their major (Environmental Studies) has grown. The relationship with the Environmental Sciences major is challenging because it can create DARS exception issues. Clarity between the two majors, as far as intellectual theme, is not clear for students. Removing the dual major will start to address these issues. Note that for the Environmental Studies major, students need to have a separate major as well. The Environmental Studies certificate is also available and a lot of Environmental Sciences students also obtain an Environmental Studies certificate.

- Question: Are you doing something to capture the need of students and how many students are impacted in removing the dual major? Response: The number of students impacted is in the single digits. There is also a huge administrative burden for dual major students that will be relieved by removing the dual major.
- Comment: When AOS and Soil Science propose the discontinuation of the dual major, that proposal must first go to the L&S and CALS Curriculum Committees.
- Comment: One item for administration to proceed with is to have a follow-up discussion with the Nelson Institute.
- Question: The response does not address how the next chair might be elected? Response: The chair will be elected by the program committee. There will also be a chair-elect. Most likely, the chair and chair-elect will come from the programming committee.
- Comment: Recommend that the governance structure be outlined in an official governance document, beyond the response to the program review.
- Comment: At some point this academic year, leadership would like to receive information on the chairs and membership of the committee and subcommittees. Environmental Sciences should provide this information by mid-March, with possible discussion at a joint CALS and L&S APC meeting in the spring.

CALS vote: Jeri Barak made a motion to accept the Environmental Sciences response as complete, with the condition that the governance document and leadership roster requests be fulfilled. Jane Collins seconded the motion. The motion was unanimously approved.

L&S vote: A motion was made, seconded, and unanimously approved. (These motion details are provided in the L&S minutes.)

2. Biometry MS program discussion

Biometry is a CALS program that has a number of touch points in L&S. There are three faculty members in the program who all have joint appointments. Students participating in the master's program are also working towards a joint PhD and are largely from CALS.

The CALS Dean's Office has questions about this program that are not addressed in the report, such as how this program will overlap with the new data science initiative, and the small number of students (4-5) in the program. The APCs need to decide if this program is justified with its low enrollment and its administrative costs, and discuss the relationship of the program to both CALS and L&S.

Comments and questions:

- Comment: L&S has programs in the Department of Statistics, but L&S does not have graduate programs surrounding the themes covered in the Biometry program. Biometry does not conflict with any master's level programs in L&S.
- Comment: The Quantitative Biology PhD minor was formed through CALS and Engineering, and is now officially in Engineering.
- Comment: L&S faculty conduct most of the teaching for the Biometry program.
- Comment: Biometry master's students can take a range of courses in statistics. The core courses are taught by Biometry faculty.
- Question: Is a distinct program in Biometry necessary?

- Comment: The Biometry program can apply to students in many different areas of study and we should think about promoting this program more broadly. Some committee members have students who have greatly benefited from the Biometry program. Response: The number of students is limited by the number of faculty (around three students per faculty member).
- Comment: We might want to wait to discuss any changes to Biometry until the data science initiative has developed.
- Comment: Statistics has a master's degree in data sciences that is a named option and 131 program.
- Comment: The administrative cost of the Biometry Program is extremely low. Response: There are administrative costs in actions such as program review.
- Comment: Having a named degree in Biometry makes a large difference in students obtaining a job. Even if the number of students in the program is small, the outcomes for the students are large.
- Question: Is there another kind of credential besides a degree that would be beneficial for students?

Informational items

1. Update: Development PhD
This item was not discussed.
2. Update: Planning and Landscape Architecture, BA/BS Landscape and Urban Studies
This item was not discussed.

Adjourn

The meeting adjourned at approximately 2pm. No motion was made to adjourn.

CALS APC MEETING

Attendees: Jane Collins, Guy Groblewski, Chuck Kaspar, Hasan Khatib, Larry Meiller, Nicole Perna, Doug Soldat (departed at 2:48pm)

Not present: Erika Anna, Jeri Barak, Claudio Gratton, Barb Ingham, Paul Mitchell, William Tracy, Alan Turnquist

Ex officio: Kate VandenBosch, Bill Barker, Dick Straub, Karen Wassarman

Guests: Tom Crenshaw (Poultry major discontinuation of admissions), Roger Sunde (Biometry program review), Matt Ruark (Horticulture program review), Irwin Goldman (Horticulture program review)

Minutes taken by: Julie Scharm

Public meeting attendees: None

The meeting was called to order by Kate VandenBosch at approximately 2:02pm.

Review agenda

No changes were made to the agenda.

Review minutes for November 6, 2018

Due to a lack of quorum, this item was deferred to the next meeting.

Consent agenda

There were no consent agenda items.

Action and discussion items

1. Poultry major discontinuation of admissions

Tom Crenshaw joined the CALS APC meeting to discuss the suspension and discontinuation of admissions to the poultry major. Enrollment in the major has been very low. The Midwest Poultry Consortium (MPC) has six summer courses and has existed since the mid-1990s, and are the poultry specific courses available on campus. The Department of Animal Sciences requests discontinuation of the Poultry major but continuation of the MPC. There is a board, comprised of people from different universities, that oversees the MPC. About 35 students are enrolled in the summer MPC program and students can transfer credits back to their majors. In the process of revamping the Department of Animal Sciences courses, the department is looking at ways the MPC courses can credit back to the Animal Sciences major.

Comments and questions:

- Question: There are a tremendous number of jobs in the poultry industry. Why is there not more interest in the Poultry major? Response: The MPC summer program addresses this and students have benefitted from good job placement upon completion.
- Question: Are there more Poultry majors in the US? Response: Georgia and Auburn have poultry science majors. North Carolina has poultry program but unsure of its structure.
- Question: Are there other poultry programs in the state? Response: There are some emphasis groups at UW-Platteville and UW-River Falls through an Animal Science degree program.
- Question: Is there a certificate in poultry science? Providing a certificate that industry would recognize is possible, but listing this on a diploma is more complicated.

Due to a lack of quorum, a vote on this item was deferred to the next meeting. The voting motion will be to support the department's request to discontinue the major. Jane Collins made a non-quorum motion to approve the context of the next meeting's motion. Chuck Kaspar seconded the motion.

2. Biometry program review, first review

Roger Sunde, faculty member in the Department of Nutritional Sciences, joined the CALS APC meeting to present the Biometry program review committee report. The Biometry master's degree is conferred at the same time that a PhD is conferred in another area of biology. Three faculty are part of the program: Cecil Ane, Brian Yandell, and Jun Zhu (all with joint appointments). There are currently six graduate students in the program. The program graduates about one student per year. The program focuses less on statistics and more on biology. The three-credit 699 course is at the heart of this program and is supervised by Nick Keuler (academic staff). In the 699 course, students provide statistical consulting for faculty and staff in other departments. Fiscal support is provided by the 50% faculty appointments. The program has no graduate student stipends, TAs, RAs, or department administration support. Each faculty member has 1-3 students. The review committee was surprised by the vibrancy and vitality of the program. The committee received letters from five graduate students who lauded their consulting experience with the program.

The review committee was charged with reviewing the CALS Statistical Lab. Nick Keuler and Peter Crump are the core staff of the lab. Lab services are free to anyone in CALS, Botany, or Zoology. The lab has 1286 average visits per year, with an average of 383 individual contacts. The committee asked the Horticulture, Plant Pathology, and Dairy Science department chairs to write non-quantitative letter of supports; the committee received back two glowing letters. The lab helps people work through their own statistics and helps people at any stage of their project.

GFEC previously voted to eliminate the Biometry PhD minor. The current faculty in the program have no knowledge of anyone receiving this.

The review committee's key recommendations were to:

- Increase faculty numbers. Jun Zhu indicated that L&S might contribute 50% for faculty position.
- Increase flexibility in courses and prerequisites, which sometimes impede numbers of students and how quickly students can get through the program.
- Expand capacity for supervising the 699 course experience.
- Consider a change in the name of program.
- Work on ways for faculty to recruit more students.
- Replace Peter Crump upon his pending retirement.
 - Update from CALS administration: Biometry has chosen to replace Peter Crump with two half-time lecturers.
- Market to other units.

Comments and questions:

- Question: Why is there a small number of students? Response: The program is not well advertised. Students find out about it when they are taking the 571 and 572 courses. Two students didn't technically join the program until right before prelims. The faculty think they can only handle 2-3 students per faculty member, which causes constraints. They hold an open house but it is not done routinely.
- Question: What fraction of consulting activities are done by the students? Response: Very little. Most consulting happens via the PAs or statistics graduate students and not graduate students in the Biometry program. Biometry students get their experience through the 699 course. (Statistics has a similar 998 course but it is more math-based than biology-based).
 - Comment: The committee asked faculty members if this could be integrated into Statistics and faculty members did not think so because Statistics is more math-based with no joint PhD in a biological area.
- Question: Was there discussion about whether the program has tried to increase faculty involvement? There are many programs not housed in departments that recruit new faculty trainers? Response: The review committee did not raise that question. Several years ago, about 50% of Statistics faculty had an appointment in another department and that is now down to about 33%.
- Question: A challenge is that we have faculty who we identify with both Biometry and a department. It is not clear that they are contributing to the CALS department, but they are contributing to Statistics. How do we invest in Biometry and how do we meet the needs of students and projects? Response: CALS needs to decide how they want to invest in big/data science and how students get training in that area.

- Question: Are split appointments with Statistics essential for this program? Response: This is not clear. The challenge is in who will do the teaching. The 699 experience is being supervised by people in the CALS statistical facility.
- Question: How is a student's faculty/minor mentor contributing if their most meaningful activity (699 course) is being supervised by academic staff? Response: The faculty mentor focuses on the PhD research and collaboration with the home department faculty member. Biometry faculty also conduct ad-hoc consulting/collaboration.

Possible questions for the next discussion of the Biometry program review:

- How does the future of Biometry program dovetail into conversations at the campus level?
- If the Biometry program were to dissolve, how would we make sure the consulting services could still exist?
- Can Biometry envision a way for the program to be scaled in order to create opportunities for more graduate students?

3. Horticulture program review, first review

Matt Ruark, chair of the program review committee and faculty member in the Department of Soil Science, joined the CALS APC meeting to present the Horticulture program review committee report. Horticulture has four degree programs: BS, MS, PhD, and PhD minor. As part of the review process, the review committee met with the department chair and various groups, including students, academic staff, assistant professors, and tenured faculty.

BS: 30 students were enrolled in the major at the time of the self-study; 41 students were enrolled as of October. The department is phasing out the BS program. The department is currently in discussions about a collaborative degree, focused more on agricultural ecology, with five other departments. The new program could increase students across all degree programs. The review committee agreed with this course of action and the department taking leadership in the initiative.

MS and PhD: Discussions revolved around potential changes to the MS degree that will begin after the new BS degree is developed. Most department faculty members have students in the Plant Breeding and Plant Genetics program. The Horticulture students focus more on the production side of horticulture. The Horticulture program graduates about one student per year. Almost all graduate students connected to faculty are in the Plant Breeding and Plant Genetics program or the Agroecology program. With a small number of graduate students, the review committee noted a lack of community. The review committee's recommendation was to create a better sense of community for the graduate students and supported the department's plan to reconstruct or redesign the program.

The review committee noted that the Horticulture major is not on students' radars until they are exposed to it. The review committee recommend efforts to recruit students and use the visibility of the department's spaces (e.g. Allen Centennial Gardens) to host recruitment events.

PhD minor: There are no students in this program and it was not evaluated.

The department has about eleven state-funded faculty members with three upcoming retirements. USDA ARS faculty do not participate in the undergraduate program because they are restricted from teaching.

A full assessment of the department's programs was a bit difficult with the numerous changes underway but the review committee felt that department was taking steps in a positive direction. The department is working on the redesign of the undergraduate program first, with the intention of working on the graduate program once that is complete.

Comments and questions:

- Question: How do you summarize the department's strengths and weaknesses? Response: The assessment of the overall department is outside the scope of the review. The department is strong in research. Many people feel that the home for training graduate students is in Plant Breeding and Plant Genetics. Assistant professors skew towards production agriculture in horticulture and senior faculty skew towards plant breeding/genetics. Most concerns were about the size of the department, both students and faculty. If there is a revitalization of the department and/or programs, the department needs to make sure there are enough faculty to support its efforts.
- Question: What feedback did students give? Response: The undergraduate students were very passionate about horticulture and liked the hands-on programs. The graduate students seemed to struggle with identity. Overall, the students reported being happy with the programs.
- Question: The time to degree in the PhD program seems rather long. Were there concerns about this? Response: The enrolled students seemed to have good plans in place for their degree.
- Questions: Most graduate students in the Horticulture program are advised by two faculty? Yes, the Horticulture graduate students are connected to Julie Dawson and Amaya Atucha. A new faculty member, Yi Wang, will most likely have Horticulture students as well.
- Comment: The Horticulture program review seems to present parallel issues with the Agronomy program review.

Comments and question for the department:

- Comment: The graduate student feeling of being estranged could be addressed, even if you are working on undergraduate degree improvements first. Response: A joint seminar is being planned for the Agronomy and Horticulture graduate students.
- Question: Are there separate colloquia for the Plant Breeding and Plant Genetics and the Agroecology graduate students? Response: Yes

Possible questions for the next discussion of the Horticulture program review:

- In light of the small programs, can the students be served through the other programs?
 - Review committee response: Not without a new major in its place.
- In the undergraduate program, can some of the students be served by reinvigorating the plant science option in the biology major?
- What types of faculty is Horticulture planning on hiring and how would they support the various options?

4. Environmental Science, continue discussion as needed

There was no further discussion; discussion and voting was done in the joint meeting.

Informational items and announcements

5. Update on searches

Senior associate dean: Dick Straub will retire around July of 2019. The college will soon launch a search for a new senior associate dean. Jed Colquhoun, faculty member in the Department of Horticulture, will chair the search committee. This will be an internal search with a February deadline. The dean would like to have an APC representative on the search committee.

CIAS director: There are two candidates for the position: Randy Jackson and Adena Rissman. The public presentation dates are posted in eCALS.

SciMed GRS director: SciMed GRS is a graduate research scholars program. It is a support program for underrepresented graduate students, that is both a community-building entity and an administrator of fellowships. The program is run in CALS, the School of Pharmacy, the School of Veterinary Medicine, and the School of Medicine and Public Health. The program has grown from 15 to 150 students. The program has a faculty director and an associate director, and there is work to hire another staff member.

The faculty director, Sara Patterson, is retiring. There will be a search for a new director. The search committee will be chaired by Katrina Forest, faculty member in Bacteriology. The position will be open to any tenured faculty member in the participating schools/colleges. The PVL will be posted soon.

6. Subcommittee for five-year review of APC

This topic was deferred and will be discussed in January.

7. Academic Affairs staffing updates

Academic Affairs is restructuring to provide adequate support to its programs. An academic planner is being hired to assist with program changes; the PVL closed and the search committee is reviewing the applications. The academic planner will support the CALS APC; Julie Scharm will assist with support in the interim. Nikki Bollig moved on to a new position in the Registrar's Office and there will be a search for a new assistant dean for academic programs and policies.

Add-on item: The program review committee reports are written very differently from each other. In addition, the program reviews often don't report on the strengths and weaknesses of a program/department and this should be discussed. The program review committee chairs don't seem to be sure of what is expected of them. The program review committees also need to be okay with addressing problems. It would be helpful if CALS could provide templates or examples to program review committees to make it easier for review committees, the CALS APC, and CALS administration. Decision: Bring a program review committee charge letter to a future meeting to discuss suggestions for improvement.

Adjourn

The meeting adjourned at approximately 3:08pm.