

CALS Academic Planning Council Minutes

WebEx meeting

May 19, 2020, 1:00-2:30 p.m.

Attendees: Hasan Khatib, Rick Lindroth, Scott Lutz, Guanming Shi, Michael Bell, William Tracy, Nicole Perna, Jill Wildonger, Jamie Nack, Erika Anna, Barb Ingham, Xuejun Pan

Not Present: Jeri Barak, Guy Groblewski

Ex Officio: Kate VandenBosch, Mark Rickenbach, Karen Wassarman, Doug Reinemann, Bill Barker

Minutes taken by: Sarah Barber

Meeting began at 1:01pm

Welcome

Review Agenda

Consent Agenda

1. Approve minutes for May 5 meeting (materials in Box)

Item 1 was approved.

Action and Discussion Items

2. Discussion about remote instruction experiences (Spring 2020)
 - *Transition was a struggle at first. Class participation was a struggle. Provided extra points to encourage in-class participation. Heard this from other instructors.*
 - *Thank you to Karen Wassarman's office for instructional support.*
 - *Students appreciated the efforts made by departments and instructors.*
 - *Remote instruction went remarkably well.*
 - *Depth of discussions were better in this environment. This may be a result of the nature of situation with people wanting to connect while isolated.*
 - *CALS instructional design and technology team did great job with support.*
 - *Because my courses already had Canvas sites, students knew where to go.*
 - *Discussion was better online than in-person. Easier for students to share screens and show aspects of paper.*
 - *In my 27-student undergrad course the undergraduates were more reluctant than grads to use video. But conversation was spirited with the use of chat and audio. Conversation wasn't one-way dialogue. There were student-to-student interactions, not just student-to-instructor conversations. Breakouts worked well.*
 - *There was mixed feedback from instructors in our graduate-level courses. The experience seemed dependent on the size of the class. PhD students in small/technical classes had good experience because they could go back to the video and re-learn. Challenges included internet issues when at home or out of the country. It was hard for students to download data for econometrics. Professors in our graduate programs said the more they knew students, the easier it was to transition. When those connections with students didn't exist, it was harder to get participation.*
 - *The instructional change was abrupt, but we had already met the students earlier in the semester. This might be different in Fall.*
 - *Asynchronous instruction put a damper on class participation.*

- *Conducted polls to obtain student feedback and ask how they wanted to interact.*
- *Poor internet access was an issue. Had to restructure course for the weakest internet link. This hampered the experience for everyone.*
- *BSE teaching faculty made collective decision to pre-record lectures for BSE courses. Pre-recorded lectures took more time. Faced challenges uploading video from home – very slow. Some students said they missed in-class lectures and real time interaction.*
- *Do not know if students cheated on quizzes and exams – this is a challenge.*
- *Used Google Meet for small group meetings. Made attendance in small group meetings optional. Participation was better than average. Students used chat function, few used cameras, but more students willing to participate. Managing the students' questions in the chat was a new skill to learn.*
- *Internet and device access were issues.*
- *Instructors more aware of absences and student engagement with courses.*
- *Alternative testing needs to be considered.*
- *Future remote considerations include adding introduction video (if starting course remote)*

3. Outlook for Fall instruction

- *Karen Wassarman shared that Fall 2020 first-year enrollment is up compared to last year. Summer Term 2020 enrollment is up over last year.*
- *No decisions about Fall 2020 instruction have been made. Expect mixed delivery next year. Still hope smaller interactions can happen in person in Fall. Expect large lectures to be offered remote because physical distancing cannot be achieved in person.*
- *Spring 2020 was not online instruction. It was remote instruction.*
- *For Fall 2020 remote instruction, these considerations need to be made: break-up learning into 5-10 minute segments to speed up download speed, incorporate introduction videos, share laptop checkout information with students, utilize instructional continuity resources, use CALS Instructional Continuity Canvas site as a resource, seek help from our support team through the CALS instructor form, and participate in training events and workshops (campus and college level).*
- *Q: How do we handle 9-mo faculty contracts as they are an obstacle for Fall 2020 course preparation? A: CALS is discussing this issue.*

4. Anticipating CALS activities in FY21

- *Dean VandenBosch provided an update on budget expectations*
 - *There are two tiers of concern. First, lost revenue from this fiscal year (Spring 2020). UW-Madison has received some federal support (less than \$20M). Much went directly to students. Another major concern is the state's finances as they lose tax revenue and face more expenses.*
 - *Later this summer, each unit may be requested to model different level of cuts*
 - *Furloughs are one tool to managing budget shortfalls.*
 - *Hiring is also paused. Only most essential positions are being recruited for at Dean's discretion.*
- *Mark Rickenbach provided an update on faculty hiring*
 - *For 2019-20: 14 accepted offers since July 1, 2019. Hires spanned entire college. 8 offers pending. 2 are cluster hires and 1 ongoing in Food Sci.*
 - *For 2018-2019: 19 hires*
 - *For 2020-2021: Reboot two failed searches. Eight positions approved for next year. Four with dairy innovation hub where there has been good collaboration across department to plan for these positions. Three open faculty positions and one teaching and instruction position. May need to delay posting/interviewing due to covid budget issues.*
- *Bill Barker provided an update on ramping up research activities*
 - *143 faculty still conducting research – primary field but some lab*
 - *Research activity will slowly increase while maintaining reduced risk*
 - *CALS & SMPH conducting most research this spring*

- *Phase 1 to reactivate lab-based research to begin (June 1, 2020)*
- *Plans for research need to be approved and those who already received approval will need to re-apply*
- *Office of the Vice Chancellor for Research and Graduate Education will have an application to request to return to on-campus research. Requests will then be routed to department chairs and then CALS Deans Office to ensure safety.*
- *Q: How do the Dane County Public Health plans affect campus? A: As a state agency we have capacity to set own rules. Encouraged to keep working remotely where we can.*
- *Q: Who's legally responsible for health and safety of employees? A: Departments can coordinate with Doug Sabatek and Nick Genovesse as more details are reviewed.*
- *Q: Will Hatch funding proceed as normal? A: Yes*
- *Q: It is hard to obtain safety supplies. They are not available through university purchasing. How do we proceed? A: We will take this back Nick Genovesse.*
- *Doug Reinemann provided an overview of priorities for Extension and Outreach*
 - *Division of Extension has updated their planning for events. Limited essential meetings in June with no more than 10 people. Face-to-face cancelled through May. Essential meetings need to approval. No specific plans yet for July.*
 - *Some Extension programming has moved online. There is a growing acceptance of online programming in this space. Future online and face-to-face programming will be evaluated.*
 - *Change occurring with Extension back on campus. CALS specialists charged with developing own Extension program. Note relationship between Specialists' programs and those at county level. CALS Specialists have different clientele than county educators and different programming as a result. CALS clientele experienced with online programming.*
 - *There are also faculty in CALS that conduct outreach that are not Extension funded.*
 - *Project underway to catalog CALS outreach activities that do not result in degree/credit. This is a long document. Half of the activities are supported by Division of Extension, and half are not supported by Extension. Extension funding may decline, but the College's outreach will not necessarily decline. People want to connect with high level Specialists and may do so in online space.*

Q: Do we have any information regarding when stores and other campus supply chains will reopen? A: We don't have specific information about that at this time, so I am making a note of your question and will raise it at the campus level.

5. Items for attention next year

- *Program reviews*
- *New academic programs*
 - *Life Sciences Communication Capstone*
 - *Notice of Intent for Agricultural Ecosystems undergraduate major*
- *Teaching load policy*
- *5-year self-study of APC*
- *Template for program reviews – clear to APC members and unified across departments*
- *Suggestion: Bring policy to committee earlier in process.*

Informational Items and Announcements

6. SD/UD grading option

- *Spring 2020 SD/UD disruption grading is formally entered into the record.*

Dean Kate thanked everyone for their service. Recognized those cycling off the committee: Michael Bell (for filling in for a vacancy this year), Hasan Khatib, Jeri Barak, Guy Groblewski, and Jamie Nack (also filling in for a vacancy this year).

Meeting concluded at 2:20pm