

ADMINISTRATIVE & ACADEMIC PLANNING COUNCIL MINUTES
Wednesday, May 4, 2016, 9:00 – 11 a.m.
Wisconsin Idea Room

Present:

Deans: Diana Hess, Melissa Amos-Landgraf, Aaron Bird Bear, Dawn Crim, Teri Engelke, Jim Escalante, Barb Gerloff, Jeff Hamm, Cheryl Hanley-Maxwell, David Rosenthal

Chairs: Brad Brown, Eric Camburn, Dorothy Edwards, Beth Graue, Bill Hoyt, Adam Nelson, Doug Rosenberg, Jin-Wen Yu

Directors: Megan Miller for Kathy Cramer, Beth Giles, KT Horning, Anna Lewis, Bob Mathieu, Mitch Nathan, Noel Radomski, Jim Wollack

Academic Staff Representative: Ann Fillback Watt

Classified Staff Representative: Heidi Udelhoven

Auxiliary: Molly Carroll, Todd Finkelmeyer, Beth Janetski, Adam Wiesenfarth, Shannon Vakil

Guests: Matt Messinger

The Administrative and Academic Planning Council was called to order by Dean Diana Hess at 9:02 a.m.

A motion to approve the May agenda and the minutes for March and April was moved by Brad Brown, seconded by Jin Yen Wu, and unanimously approved.

Administrative Council

Update from the Dean (Diana Hess)

- Moving Forward Together: School of Education Stand and Plan Against Hate and Bias: The Dean's office sent an email to the School of Education community on April 26, 2016 in response to the hate and bias incidents on campus. It went to 3560 people. The point of the letter was to make a strong stand about our concerns and lay out specific steps about what to do going forward.

Since the letter has gone out, there has been more discussion about what the School of Education's role could be, both within the School of Education and to help other schools and departments campus-wide. With all our faculty and staff expertise, the provost sees the School of Education as uniquely positioned to help roll out professional development campus-wide. We will be thinking about what we can develop to help the University. Bill Hoyt says Counseling Psychology has already put in proposals for expanding community support and facilitated interventions; also a collaboration looking at the residence halls, training for

house fellows around diversity, and increased continuity and scaffolding. Dorothy Farrar-Edwards has students who want to do a study of microaggressions around campus. They are getting 4 students funded for 6 weeks to do environmental assessments around campus. Aaron Bird Bear is on the proposal review committee, and he said they are supposed to find proposals that the Chancellor can enact within the next year.

Dawn Crim suggested that it would be a good idea to keep track of all the proposals submitted from within the School of Education, so that the leadership knows what's been proposed and can speak to anything, if necessary. Please let Diana know in a quick email if you have submitted such a proposal, so that she knows what is being proposed. Diana noted that in the past, many faculty have objected to this kind of professional development, but this time the faculty senate vote was overwhelmingly in favor. The teaching assistants really want this training, and staff of various kinds of programs also want this training -- not just faculty.

The upcoming climate survey will help us understand how our students, faculty, staff, feel day-to-day on this campus. But that study is not until next fall, and we will need to start now. We want to take part in that big survey, but we may also need to find out our own school-specific things. We might need our own focus groups on how students, faculty and staff are all experiencing their time here. We need to be thoughtful about all the varied populations in our School (such as international students), and think about ways we can do better.

- Congratulations to Dawn Crim on receiving an Impact Award from the Urban League of Greater Madison. This award honors community leaders who have shown a commitment to mentoring young professionals and developing talent in the community.

Academic Planning Council

Summer term update (David Rosenthal)

Some departments are doing quite well with their summer numbers, while others are having difficulty meeting the previous year's enrollments. May 23 is start of the first summer term. Ten days before the start of the term, departments can cancel low-enrollment courses (the actual numbers vary, it depends on how big the course was intended to be). Please cancel classes that are not going to make it. It is the department's call, but David and his team will be suggestive.

So far the biggest users of the summer term have been UW students already on campus, but in the future they are hoping to pull people from off-campus, other towns, etc. Part of the vision of the summer program will be marketing it to people who attend other universities but come back to Madison in the summer. Another goal is to model after Michigan State University, which has 40% of their students taking summer classes. They think of summer as a 3rd semester, and this helps students finish in 4 years.

Once we know how this year went, we will know how to better invest in which courses to develop for next year. We need to figure out a way to keep strong courses going, while we also produce new things that generate good revenue. We also need to do our part to help students graduate on time. Scholarship money for the summer will be key, since UW-Madison summer courses are more expensive than those at Madison College, for example. We are also looking at making summer sections of courses that are full and have a wait-list. The School is committed to funding additional course sections for departments that have a wait-list, so contact Melissa Amos-Landgraf if this is the case for your department. The School is committed to funding extra sections, we just need to figure out where the money will come from. Donor funds to departments can be used, since donors often give to fund new courses. We need to show the UW that we can get enrollments up.

Canvas (Anna Lewis)

UW is adding a third learning management system (similar to Learn@UW/D2L or Moodle) called Canvas. This is because the University has joined an R1 consortium that will allow us to push for flexible solutions that are UW-driven, not vendor-driven. A few faculty and students have been piloting it, and the feedback has been good, people seem to like it. MERIT doesn't recommend adopting it until Spring 2017, because it's so new that there isn't a lot of tech support for it, yet. But you will start hearing more and more about this, especially in fall semester. Regarding a possible eventual transition: our D2L contract expires in June, but users' courses/materials will still be intact. If we get rid of either Learn@UW/D2L or Moodle, everyone would have 2-3 years to migrate their content and re-envision what their content could look like. There is currently no pressure to migrate out of Learn@UW/D2L or Moodle, however.

New Program Review Guidelines (David Rosenthal)

In our meeting materials we have a draft of the program review guidelines. The Provost's Office and APIR (Academic Planning & Institutional Research) want all program reviews finished every 10 years, which means we will initiate reviews at 8 years. In the past, reviews were conducted department by department, but now it's program by program. One committee can review several programs at once (that's up to the department), but if programs are transcripted options, there has to be a separate review for it. The Provost's Office will hold back new program development if we do not stay up to date on reviews. So unless all parts of the School are responsible, it will prohibit a single part of the School from doing anything new.

Revised Policy on the Continuation of Academic Programs with Low Award Production (Jeff Hamm)

There has been a recent change in the campus low enrollment policy for programs. Previously it was required that programs graduate five (5) students over a 5-year period. Now it is required that 10 students are graduated over the same 5-year period. While we have no low-enrolled majors, we do have two low-enrolled certificate programs. Given the number of students expected to finish these certificates this year, we expect that these programs will not actually be low-enrolled. Jeff indicated that students who have been working in good faith will be allowed to finish any program before it is discontinued.

The meeting was adjourned at 10:07 a.m.

Minutes respectfully submitted by Shannon Vakil

Approved by Dean Diana Hess: July 18, 2016

Approved by AC/APC: July 19, 2016