**Academic Program Section – Annual Meeting - Minutes**

**Austin, TX – November 13 & 15, 2016**

**Present –** Susan Sumner, Tracy Hoover, Barbara Kirby, John Stier, Elaine Turner, Doze Butler, Linda Martin, Bryan Garton, Don Marshall, Saundra Witte, Marcos Fernandez, Prasanta Kalita, Kim Dooley, Cindy Akers, Gary Blair, Charles Kinoshita, Kelly Millenbah, Cynda Clary, Don Boggs, Sue Ebeler, Richard Cavaletto, Ted Whitwell, Wendy Fink, Mike Harrington, Sarah Lupis, David Buchanan, Antoine Alston, Lona Robertson, David Shintani, Penny Diebel, Muquarvale Qureshi, Don Viands, Neil James, Joe Sullivan, Abdellah Ahmidouch, Steve Fraze, and Mary Holz Clause.

**Welcome & Introductions** –Susan welcomed first time attendees. The group thanked Wendy and David for hosting and coordinating the Teaching Awards luncheon.

**Nomination Committee Report & Election**- Bryan Garton, past president share that Marcos Fernandez (Purdue) & David Buchanan (NDSU) agreed to run for secretary elect (North Central Region rotation). There was a request for any other nominations from the floor – moved to close nominations – passed. Ballots distributed – Marcos was elected.

**NACTA – 2017** – Purdue is hosting in 2017 – Tracy and Marcos provided information on NACTA and encouraged those present to attend and support faculty, staff and students to participate.

**National Alpha Zeta meeting** will be held on March 9-11th at Oklahoma State. Cynda Clary provided an update and encourage us to support our AZ members to attend.

**Associate Dean for Academic Programs** – New Mexico State University is looking for an Associate Dean.

**Approval of Minutes** – Minutes of 3/9/16 were distributed – approved as distributed.

**Muquarrab Qureshi** from NIFA thanked us for contributing to excellence in teaching. NIFA has developed a document for the presidential transition. The landing team will arrive in DC on Monday – scoping out and learning lay of land. NIFA programs and activities are apolitical and programs are identified in the 2018 budget. NIFA continues to highlight educational programs. K-14 learning engagement, developing pathways – baccalaureate and graduate levels to advance science. A president –elect document highlights the importance of food, agriculture, and education. One sentence notes “production of food is a national security issues.”. Muquarrab gave thanks to Wendy, she is a great partner. They are there to help and be a resource to us.

**Report from BAC** – John Stier noted that prior to election the discussion was focused on the upcoming Farm Bill and the work of the Council on Legislative Policy – Susan is on the CLP committee. The current CR expires 12/9/16. Future budget plans include 1) a short term CR or 2) a quickie budget. Yesterday’s BAC meeting addressed the future outlook – there is speculation on a decrease in regulations and policy changes. (WOTUS, immigration, SNAP, Endangered Species, check offs, etc.)

**Report of Board of Academic Assembly** – ACOP – Elaine will check on this, strategic plan vote on this tomorrow.

**Excellence in Teaching Award- Wendy Fink**- Currently – 2 national, 6 regional, 2 new teacher – Pending review from sub-committee of APS - Proposed for 2017 – 2 national scholar, 4 regional scholar, 2 new teacher scholar teaching, 2 national excellence in teaching( non-tenure or tenure track- 100% teaching). National $5000 & regional $2500.

Discussion followed on definition of 100% teaching – how do you define? Naming of awards may need to be revisiting. How do we define scholarship (disciplinary and SOTL). Do we have just SOTL and how to you separate SOTL from disciplinary scholarship? It is a good idea to recognize both of these.

Professional Growth and Scholarly Activity – how are you maintaining your professional competence in your field to remain current in this field? How do we provide review panels resources to review consistently - Service to teaching – where committed review SOTL – needs to be defined.

Need to redefine blueprint or rubric for award categories. Is there disconnect between the category definition and evaluation criteria tips? Can we use some P & T guidelines to craft review using tenure and promotion for tenure line and for non-tenure line criteria?

Do we put this on hold for a year, set up a committee to look at this for 2018? Moved to stay with current awards for 2017, then work on categories with looking forward to 2018. Motion passed and a committee was recommended to review the awards and provide a draft report at March meeting.

Committee membership - David Buchanan- chair, Cynda Clary, Kelly Millenbah, Linda Martin, Cindy Akers, Rick Cavaletto, Antione Alston, Brian Warnick & Don Viands.

**Staff Professional Development Workshop**- David Shintani –UNR will host May 22-24, 2017. David will secure inexpensive rooms at a casino. Linda will share the program book from OSU. More information will be sent.

**FSLI** – Linda Martin – FSLI shared overview of program and encouraged members to consider the opportunity.

**LEAD21**- Susan Sumner- Susan represents us on LEAD21 Board. 61 applications have been submitted.

**FAEIS Update** – Susan Sumner- FAIES is in the middle of collecting data, all is going well with new programmer and Pete Zeigler.

**BAA Session** – Minor comments from this morning’s meeting. What do the curriculum elements for the antimicrobial taskforce look like? We need to get to administrators to get our view on this. Wendy will follow up on this action.

**Action items from ACOP meeting** – Susan Sumner

* Budget 2017- Wendy walked through the budget, discussed updates and ACOP recommendations to increase funding in some categories as well as break out of some expense categories.
* Innovative Teaching Awards. Recommended to send out the announcement in November with due date of March 1st. Notify in May then disperse on July 1st.
* John Stier moved to increase APS awards to $5000 and $2000 from host institutions. Seconded. Keep institutional match at $2000. Motion did not pass.
* Kelly Millenbah moved to increase the number of grants awarded up to at $30,000 from APS and $2000 from host institution. A total of ten could be supported. Seconded. Motion passed.
* Employability survey – Discussion on the survey yielded several questions on how do we meet the needs of units, alumni, students, and employers. The APS committee will work on this and provide an update at our meeting in March. Kelli, Susan, Brian and Don from APS are on this committee.

Move approval of budget as amended with addition of $15,000 to cover winter meeting. With keeping registration at $200. Motion passed.

* Carry forward committee ( Cynda & Don?) – Will now make recommendations on how to use funds beyond 18 month operational reserve.

**NARRU line in budget** – APS and NARRU worked together to recommend removing the restriction on NARRU being able to receive MacIntire - Stennis funds & changing definition for non-land grant – two ag degree programs ag and nutritional sciences – CIP codes ( ) We have a MOU with NARRU they are full members of APS.

**Secretary Election** Announcement- Marcos Fernandez elected secretary

**Instruction for Monday’s Workshop** – Susan Sumner

* Please plan to share points from different sessions attended at APLU.

**Report out from regional meetings**

**Northeast** –Don contacted six institutions in Eastern Canada and invited them to participate – 5 of 6 responded. Only one was here, Don and he did connect. He discussed working to restore the teaching workshop – there was interest in this event.

**North Central** – New chair elect Prasanta Kalita, University of Illinois. The group developed a series of professional development ideas – Kelly will share with Tracy and Wendy. Additional discussion was held on international students’ recruitment and retention. Can we get hallway posters at APLU – and put our brand on these? Wendy will check on this.

**West** – David noted there is a need to revamp by laws. They will hold a joint meeting with experimentation and extension. Also they will add a teaching award for western region. Professional development topic will be “Best practices using experiential learning”. David will share invitation with our group.

**South** –They developed some suggestions for winter meeting/professional development – Cynda will send topics to Hoover – They plan to hold conference call meetings once a semester.

**Professional Development Workshops** - There are funds to support a “teaching” professional development workshop in each region The USDA Teaching, Extension, and Research Program contract provides up to $4,000 for a teaching workshop in each region. The workshop must include one or more previous USDA teaching award recipients on the program. Funding may be used to support the person¹s participation and/or other expenses related to teaching improvement activities.

To request funding, send an invoice to the University of Florida for the amount. Indicate the entity that is to receive the funding (typically the host university). Send the invoice as an attached Word document to Dr. Elaine Turner. NACTA conference hosts usually request these funds if your region is interested in applying for funding it would be good to check with NACTA hosts/officers before requesting.

**Any take away from different sessions** – Individuals shared perceptions and lessons learned from different sessions.

* Food insecurity on campuses – would be good to use as topic on home campuses.
* Student engagement – Minnesota – Service learning – higher retention – get input from Minnesota.
* Hispanic and serving Latino students – number of HSI and best practices
* Diversifying the professoriate – presenters from different funding agencies and Big 10 alliance hiring under rep. Self-diagnostic tool to address hiring process and retention of faculty – urm, help enhance search process. Elaine

**Salary survey** – Wendy distributed the salary survey and will send an electronic copy to all.

Susan passed the gavel to David. We thanked Susan for her leadership.

Moved to adjourn.