

**UNIVERSITY POLICY AND PLANNING
COUNCIL 2018-19 CHAIR –KARIN REINHOLD**

May 8, 2019

MEETING

MINUTES

Present: J. Boyle, Y. Chen, S. Chengalur-Smith, S. Chittur, T. Foreman, J. Hwang, K. Lahiri, L. McNutt, J. Mower, H. Prelow, K. Reinhold, K. Rethemeyer, J. Rivera-Wilson, J. Stefl-Mabry, T. Weaver, E. Wulfert

Guests: Jon Bartow, Graduate Education
Kim Boyer, College of Engineering and Applied
Sciences Ann Marie Murray, Provost Office
Yanna Liang, College of Engineering and Applied
Sciences Bruce Szelest, President Office
Kathie Winchester, Undergraduate Education

Approval of the Minutes from April 17, 2019

Minutes of the April 17, 2019 meeting were approved with no revisions. Approval, 8; Abstention, 0; Against, 0.

Provost's Report

Interim Provost Wulfert gave an extensive report at the Senate meeting and had no additional items to report at this time.

Chair's Report

Chair Reinhold began with a brief discussion on policies, including the policy on surveillance presented in a previous meeting. She reported that the recommendation made by UPPC has been adopted, and there will not be any audio requirements in the policy.

Assessment of Administrative Units Committee

Chair Reinhold also asked for an update on the Assessment of Administrative Units committee that was formed last year. Chair Reinhold expressed that there needs to be a Senate representative on this committee if there isn't already. It was noted that Joette Stefl-Mabry is the Senate Representative on this Advisory Committee. Bruce Szelest noted that the Assessment Advisory Committee was established to review the process of assessing administrative units across the campus through the development of assessment matrices for each administrative unit, with two to three VP areas or school/colleges dean's offices putting together comprehensive self-studies every year on a cyclical basis, largely mirroring our academic program review process. Jack Mahoney and Doug Sweet are guiding this process. Selected administrative units, including the Provost's Office, are in the process of constructing their assessments this year with one or two of them possibly a little behind schedule.

Bruce Szelest underscored that the Advisory Committee's primary purpose is to assess the assessment process and improve the process as we go along, not to focus on the results of any particular assessment per se, again akin to how the academic program review process works.

Old Business

MS & PhD in Environmental and Sustainable Engineering

Dean Kim Boyer attended the meeting to discuss fiscal concerns related to this proposal. He began his report by stating that the budgetary questions raised in last month's meeting are not linked directly to the MS and PhD programs, but are instead linked to the recently-approved BS program. He argued that there is no incremental cost for approving and establishing the graduate programs, as those costs have already been created by the BS program. Included in those costs are more TT faculty which are needed for accreditation of the BS program. In order to deliver the BS program and attain accreditation, the department will need to grow, and that growth will also support development of the graduate programs. Dean Boyer explained that failing to approve the graduate programs will cut off four important revenue streams, including MS and PhD tuition, extramural research expenditures, and revenues from a combined BS-MS program. It will also pose risk to the future of the BS program and the department/college as a whole. Essentially, the graduate programs are needed for growth and the ability to maintain R-1 status.

Interim Provost Wulfert approved of fiscally supporting the program and believes that it will develop exactly the way we expect it to. VP Foreman echoed Interim Provost Wulfert's sentiments and added that the University has already made a commitment to the vision of CEAS.

Motion to approve the proposal, seconded. Proposal was unanimously approved.

New Business

Discussion on CIF and General Procedures for Program Evaluation

As a final item of the year, Chair Reinhold asked the committee to review the Campus Impact Form and discuss improvements that can be made to it. Discussion ensued about making student support and advisement sections mandatory, and putting more focus on marketing and recruitment. The decision was made to have this be an item of business for next year.

Sub-Committee Reports

No official reports were given by the sub-committees, but Chair Reinhold asked the sub-committee chairs for areas of improvement going forward. Discussion ensued about the Resource Analysis and Planning Committee. In the absence of a University-wide committee on the budget, members suggested that RAPC take part in conversations concerning the budget with VP Foreman. VP Foreman agreed and is happy to meet with the RAPC going forward.

For the Facilities Committee, Chair Chittur suggested improvements to the scheduling of meetings as well as better student representation. Chair Reinhold agreed and suggested sending out a list outlining required representation to the sub-committees at the start of the academic year.

VP Foreman's Report

Per the request of Chair Reinhold, VP Foreman updated the committee on his recent budget forum. Among the items discussed in the forum, were the structural deficit, workforce planning process, enrollments and retention. He noted that his presentation will be made available on the University website. Members of the committee suggested holding the forum at a different time during the day so that more people are able to attend. VP Foreman announced that he will be holding another forum in the fall.

Adjournment

Motion to adjourn, seconded. Meeting ended at 2:09 pm.

Minutes prepared by: Nadia Ibrahim

Approved with amendments: September 11, 2019