College of Agricultural and Environmental Sciences  
Executive Committee  
Friday, February 17, 2012, 12:10 pm – 2:00 pm  
Minutes

Present – Trish Berger, Chris Calvert, Jan Hopmans, Irtqa Ilyas, Mark Lubell, Jim MacDonald, Martina Newell-McGloughlin, Kevin Rice, Judith Stern, Diane Ullman, Neal Van Alfen, Jeffrey Williams and John Yoder

Absent – Jessica Dam, Mary Delany, Susan Handy, James Hildreth, Karen Klonsky, Dan Putnam and Ken Tate

Guests – Sue Ebeler, Larry Harper, Ken Shackel and Truman Young

Reports

Chair Chris Calvert opened the meeting of the College of Agricultural and Environmental Sciences Executive Committee (EC). Judith Stern moved to approve the consent calendar that contained two items: the minutes from February 3, 2012 and the approval of the proposal for an Undergraduate Honors Research Program in Insect Biology. Trish Berger seconded. The motion passed unanimously.

Sue Ebeler – chair, CA&ES ad hoc Curriculum Planning Committee

Sue Ebeler reported on the findings of her committee charged by the dean to investigate into the majors across the college. Members of this committee include Larry Harper, Kyaw Tha Pau U, Mark Matthew, Ken Shackel, Truman Young and Diane Ullman.

Three questions the committee found that drove discussions about the majors included: 1) how to deliver a curriculum that serves the needs of the student as well the faculty who want to deliver, 2) how to create a strategic vision for curriculum across the college and possibly the campus and 3) how to with limited resources efficiently deliver an effective curriculum for majors and courses.

The committee approached this task by undergoing numerous processes: 1) doing extensive information gathering about agricultural and curricular education, 2) interviewing (i.e. undergraduate major master advisers and staff, members from the Student Affairs, Information and Research office) and 3) meeting with faculty and other campus individuals connected with undergraduate majors and 4) administering a survey to CA&ES Aggie Ambassadors.

The committee discovered similarities emerging from their data and information gathering. In the committee report currently being finalized, they address strengths and weaknesses found with the majors and make suggestions to help move the majors on track to coincide with the ambitions of the 20/20 Initiative. Some of the recommendations mentioned by Sue Ebeler in her presentation included: continuing an effort to help create an identity of majors;
monitoring class size, faculty FTE allocations, and the number of majors; and continuing to address resource allocations for majors and courses.

A final report from the committee will be submitted to the Executive Committee by March 1, 2012. Chris asked Sue if she would share her PowerPoint presentation with the Executive Committee so that it could be posted on the Academic Senate Information System (ASIS) whiteboard.

EC members said they were pleased with the presentation and look forward to reading the final report. After the presentation, EC members discussed the possibility of forming a program committee to follow-up with recommendations for majors after the Undergraduate Program Review Committee completes their reviews. Also, mentioned by Diane Ullman, was the instigation of a new undergraduate admissions review process for student admission applications, called a holistic review. It was suggested to invite Dar Hunter, associate director of Undergraduate Admissions and Outreach Services to an upcoming EC meeting to brief the EC about this new process.

**New Business**
Proposal to Establish PPM 290-82: Boating Safety - Committee members discussed the proposed policy about boating safety and agreed that a consenting comment from the EC should be passed forward to the Academic Senate

**Old Business**
Chris said he is still working on composing a memo to the Academic Senate addressing their comments about the proposed merger of the departments of Biological and Agricultural Engineering (BAE) and Textiles and Clothing (TXC) and the proposed merger of the departments of Human and Community Development (HCD) and Environmental Design (ED). These two topic items will be discussed at the next EC meeting.

**Action Items**
- Post Sue Ebeler’s 2/17/12 PowerPoint presentation to the EC about the Curriculum Planning Committee findings on the ASIS Whiteboard. (Brenda)
- Invite Dar Hunter to an upcoming EC meeting. (Brenda)
- Send memo to Academic Senate concurring with the approval of a proposal for an Undergraduate Honors Research Program in Insect Biology. (Chris)
- Draft memo to Academic Senate about merger of BAE and TXC. (Chris)
- Draft memo to Academic Senate about merger of HCD and ED. (Chris)

Brenda Nakamoto