October 26, 2015

To: Sarah Mangelsdorf
   Office of the Provost

From: Kathryn VandenBosch
   Dean and Director

Subject: Request to Create a Subject Listing for Farm and Industry Short Course (FISC)

On October 23, 2015 the CALS Academic Planning Council voted unanimously to approve the FISC proposal to create a new UW-Madison Subject Listing called “FISC” to house the courses that make up their certificate programs. The Council expressed no reservations in considering this proposal. We understand this motion requires action by the UAPC and ask that it be placed on their agenda at the earliest possible time. Supporting documents are attached. Please feel free to contact me if you have any questions.

cc: Jocelyn Milner
    Eileen Nelson
    Sarah Pfatteicher
    Jessie Potterton
TO: Kate VandenBosch, Dean & Director  
FROM: Sarah Pfatteicher, Assoc. Dean, Academic Affairs  
DATE: 13 October 2015  
RE: Request to Create a FISC Subject Listing  
CC: Nikki Bollig, Asst. Dean, Academic Programs & Policies  
Brian Gould, Prof. and CALS Curriculum Committee Chair  
Eileen Nelson, FISC Planning Council Chair  
Jessie Potterton, FISC Director  
Laura Van Toll, Dean’s Office Academic Planner

Attached please find a request to create a campus Subject listing called “FISC.”

The Farm & Industry Short Course (FISC) Planning Council today unanimously approved this proposal as part of the overall plan to reintegrate FISC into the operations of the university. In addition, the CALS Curriculum Committee met today to discuss the implications and advisability of creating this Subject listing and voted unanimously to recommend that CALS APC and UAPC approve the request.

I therefore ask that this request be placed on the next available CALS APC agenda. Jessie Potterton and/or I will be happy to make ourselves available to present this request and to answer any questions the council members may have.
This proposal presents a request to create a new Subject listing called “FISC” to house the courses that make up the Farm and Industry Short Course certificate programs. The Farm and Industry Short Course (also known as FISC) is a coherent program of study supervised by faculty of the College of Agricultural and Life Sciences and managed by the CALS Office of Academic Affairs, and thus is aligned with the purpose of Course Subject Listings as described in the “UW-Madison Guidelines for Establishing, Renaming, Reorganizing, or Discontinuing Course Subject Listings” adopted by the UAPC on 20 October 2005 and revised on 21 April 2011.

I. Purpose of Course Subject Listings

Course Subject Listings are structures for organizing groups of courses in a related subject area or topic that represent a coherent program of study. Each course Subject Listing has an academic owner, which is usually a department or other organized group of faculty (program or center) with a structured faculty executive committee.

FISC is a 130-year old academic program established as the original curriculum that launched the College of Agriculture. Today, the College of Agricultural and Life Sciences offers some 70 undergraduate and graduate programs alongside the modern version of the Short Course. FISC is a discrete academic certificate program that provides science-based preparation for careers in production agriculture.

Although FISC was originally established as an academic program within what is now CALS, and was originally recognized by campus as a credit-bearing university credential, over time the program has become considered a siloed program operated by CALS, but somewhat separate from the university as a whole. Indeed, it is sometimes referred to as a “university within the university” in that it manages its own application, admissions, transcripts, billing, credentialing, and so forth.

Our overall goal is to re-integrate FISC with campus approvals and operations, and the request for a FISC Subject listing is one step in that process. The program currently offers over 50 courses, all of which were originally approved through the CALS Curriculum Committee, in keeping with pre-APC era academic approvals. Currently these courses are listed in a FISC-specific course catalog and FISC students register for them via the FISC office, housed in CALS Academic Affairs. Our intent is to refine this list down to 2-3 dozen courses and submit course proposals for these courses so that they can be reviewed by the University Curriculum Committee, entered into the Course Guide, and recognized by campus as part of the
We believe that creating a new FISC Subject listing is appropriate and meets the campus criteria for Subject listings, as follows.

i. *The proposed Subject listing is necessary to support course enrollment by students.*

As noted above, currently an average of 120 FISC students per year enroll in their courses via MyUW and Student Center. Our goal is to have these students be able to search for their courses in Course Guide and continue to enroll via normal campus enrollment procedures, with courses noted on a formal UW-Madison transcript.

ii. *The courses to be included in the Subject listing represent a distinct group of courses that does not duplicate existing Subject listings. A list of the relevant courses should be included in the proposal.*

Currently the 50-odd courses in the FISC course array appear in the FISC catalog under headings such as SC_Agronomy, SC_AnSci, and so forth, to indicate Short Course Agronomy, Short Course Animal Science, etc., depending on the course’s topic and which CALS department it is most aligned with. There is also a subject listing in the FISC catalog called SC_FISC, for courses that are of general FISC interest. Our request is to move all FISC courses under a single subject listing called FISC. While we may in the future request cross-listings for some courses between FISC and CALS departments, the intent at this time is not to request cross-listing of any courses in the FISC Subject listing.

Unlike the four-year undergraduate program, students have not been required to complete four years of high school science or math (although many do), as FISC was created to prepare students for careers in farming and related agribusiness. Admission to the program requires prior agricultural knowledge or interest in agricultural-related science, as well as involvement in some field of agriculture (i.e., FFA, 4-H, active farming). All of the proposed courses are anticipated as being 100-level courses or below. Courses in the “below 100” level, which we are proposing make up the minority of courses in program, include established courses that cover modern agricultural practices and stay true to the FISC mission. Courses taught at this level are vital to setting the structure for more advanced work in any of the subjects offered in the FISC program. All of the FISC courses are taught by current CALS faculty and/or academic staff or reputable ad hoc instructors from the agricultural industry (e.g., past practicing veterinarians), who are recruited and brought on board in partnership with CALS departments.

We have provided as an appendix a list of the 51 courses currently in the FISC catalog to give a sense of the course content. Please note that our intent is to reduce the total number of courses offered in the program in order to have a tightly focused and up-to-date course array reflective of our instructional expertise and capacity. We aim to submit roughly two dozen courses for Curriculum Committee approval over the next academic year.
iii. **At least some of the courses should be uniquely offered under the new Subject listing.** If all of the courses are cross-listed, the onus is on the proposing unit to demonstrate the value to students of providing a new grouping that fully duplicates other listings (see notes on cross-listing below).

As noted above, all the courses will initially be uniquely offered under the FISC Subject listing, since the students enrolled in them are predominantly students enrolled in the FISC program. Some courses that are not at full capacity may be able to offer available seats to Undergraduate or Special students with an interest in the content.

iv. **The supporting unit for the proposed Subject listing must be a stable unit that has a long-term academic and resource foundation.**

As described above, the FISC program has been in existence longer than CALS itself, and the college retains a strong commitment to this core offering. The Office of Academic Affairs houses the FISC office, which is overseen by the full-time director of the program, and includes an assistant director and support staff. The curriculum for the program (including the course offerings as well as the certificates to which they contribute) is overseen by a faculty governance body currently called the FISC Planning Council.

The FISC Planning Council is appointed by the Associate Dean of Academic Affairs and consists of five members: three faculty members, one academic staff member and one ad hoc instructor or academic staff member instructor, all who have current teaching appointments in FISC. The associate dean for CALS Academic Affairs and the FISC director and assistant director serve as non-voting ex officio members of the committee. The chair is selected by a vote of the committee. Committee representation comes from the animal sciences, plant sciences, and other related agricultural disciplines involved in FISC. Members serve staggered three-year terms.

The current FISC Planning Council members include:

- Francisco Arriaga, faculty (2017)
- David Thomas, faculty (2016)
- Kent Weigel, faculty (2016)
- Eileen Nelson, academic staff (2018), Chair
- Jeff Nelson, academic staff (2017)
- Jessie Potterton, FISC Director (ex officio)
- Sarah Pfatteicher, Assoc Dean for Academic Affairs (ex officio)

v. **The supporting unit must exhibit the staff expertise, continuity and availability to attend to all the academic and administrative responsibilities associated with maintaining a Subject listing.**

As noted in the previous paragraph, the FISC program staff and the faculty governance body that serves as the executive or program committee are well established, and are experienced at managing the current course array. It is expected that if the courses can be moved from the FISC course catalog and a series of CALS-maintained databases designed for the sole purpose of supporting FISC, into campus systems for managing the university’s course array, that the work
of the FISC office and CALS faculty and staff will become more efficient. The experienced FISC program staff, prepared to manage the schedule of courses, includes:

- A University Services Program Associate (Program Coordinator), who manages courses, assessments, and other general daily academic functions of the program,
- An Assistant Director, who helps build the annual schedule of classes and co-advises new students,
- A Director, who provides management and oversight of all aspects of the FISC program.

The FISC staff also has access to the CALS Academic Affairs Student Status Examiner and Office Manager, both of whom are skilled at managing the CALS course array, and who are prepared to support the management of this Subject listing.

We are not aware of any units outside of CALS that would be affected by the creation of a FISC Subject listing. Given the strong focus of the program on preparing students for practice in production agriculture, the course offerings and associated expertise are drawn from CALS disciplines.

We are further aware that (as noted in the Guidelines) the implementation of a new Subject listing is not resource neutral. We believe, however, that because these courses and the program to which they contribute are not new, that the creation of this Subject listing will in fact result in a more efficient use of campus and CALS resources.
Current FISC Course Array

(Please note, not all courses will be submitted under the new Subject listing. Revisions to the FISC curriculum and courses are currently underway and will result in fewer overall offerings.)

- Advanced Reproduction
- Agribusiness Communications
- Agribusiness Feasibility Planning
- Agribusiness Human Resources Management
- Agricultural Energy & Management & Wiring
- Agricultural Safety & Health
- Agricultural Sales
- Animal Breeding and Genetics
- Beef Cattle Management
- Business Principles for Agriculture Management
- Community Leadership
- Dairy Cattle Evaluation
- Dairy Cattle Judging
- Dairy Cattle Reproduction Management
- Dairy Herd Health
- Dairy Herd Management
- Dairy Marketing
- Dairy Records Management
- Diagnosis & Monitoring Pests/Nutrients
- Elements of Speaking
- Farm Insects
- Farm Law
- Farm Machinery
- Farm Power
- FISC First-Year Seminar
- FISC Internship
- Food & Dairy Products Processing
- Forage Crops
- Grain Crops Production & Management
- Grain Marketing
- Introduction to Plant Science/Horticulture
- Introductory Soil Science
- Landscape Maintenance & Construction
- Livestock Housing
- Meat Animal Evaluation and Marketing
- Pasture Management
- Pasture-Based Dairy/Livestock Seminar: Business Startup
- Pasture-Based Dairy/Livestock Seminar: Developing a Business Plan
- Pasture-Based Dairy/Livestock Seminar: Managing the Business
- Plant Diseases
- Precision Agricultural Technologies
- Reproduction of Farm Animals
- Ruminant Nutrition/Feeding Dairy Cattle
- Rural Social and Economic Issues
- Sheep Management
- Soil and Crop Nutrient Management
- Spanish for Agriculture
- Swine Management
- Weed Identification & Management
- Welding
- Wildlife Management on the Farm