

Agricultural Research Stations Committee

Meeting Minutes – April 12, 2018

Present: Barker, Dawson, Dunigan, Esser, Gevens, Luck, Parrish, Peters, Sabatke, Stoltenburg, Straub

The minutes from the March 16, 2018 meeting were approved.

DIRECTORS REPORT:

- We added copies of the ARS Annual Reports from 2014 – 2017 to the ARS Committee Box site.
- We need to develop a long-term strategy for replacing some key tractors on the station. We are benefitting from the annual CASE-IH Big Red Program, which provides tractors and equipment to the stations for very little cost, but problems getting equipment on a timely basis have pointed out the need for ARS to maintain a base line of equipment that will we can rely on when there are disruptions or delays in receiving the CASE-IH equipment.

ARS COMMITTEE BY-LAWS: Amanda provided a handout with suggested changes to the ARS Committee Charge and Function. The Committee favored the following language:

*CHARGE AND FUNCTION*

*The Agricultural Research Stations (ARS) Committee advises the dean on procedures and policies regarding the use and management of the ARS research facilities to support the research, teaching, and outreach functions of the college. The committee should communicate with the Dean's Office via the Director of the Agricultural Research Stations. The committee should advise on at least the following:*

- *Short and long-range physical plant planning for facilities.*
- *Periodic review of each ARS as requested by Dean, Director, and/or ARS Committee.*
- *Review annual summary reports of ARS as provided by the Director.*
- *Review of more detailed reports as requested by Dean, Director, or ARS Committee.*
- *Make recommendations and assist in the development of plans for utilizing these facilities for all three phases of the college mission – research, teaching, and extension/outreach.*
- *Make recommendations regarding the development of advisory committees for the ARS as deemed appropriate by the committee.*

A motion was made and approved to accept this language.

SPACE ALLOCATION POLICY: Peters distributed a handout that proposed operating procedures for allocating space at CALS Research Stations. The committee favored a policy that empowered station superintendents and the ARS Director to make decision on the allocation of space on ARS. Decisions should be fair and transparent and on-going use by continuing programs should be assured. Research needs should be the highest priority when assigning space. A motion was made to adopt Mike's draft as written, with the addition of identifying lab space within the policy, and use it as the operating procedure until the next ARS Committee meeting but it was then tabled and not approved. Committee members agreed to provide comments to Mike over the next few weeks through the ARS Box website (where the draft policy is stored).

ARS STATION REPORTS AND REVIEWS: The 2017 ARS Annual report is now in the ARS Committee Box site, along with an Executive Summary. Mike would appreciate any comments, suggestions, concerns, etc. from committee members. It was suggested a brief budget review of the ARS Budget be included in the report. The report includes tables that identify the number of visitors to the station and the number

of Principle Investigators and active projects on the stations. Committee members commented the station Field Days seem to be done well and there is a good, close relationship between station staff and researchers conducting programs on the stations.

STATIONS FOR REVIEW: None selected by the committee at this time.

WEST MADISON VISION PLAN: Bill Barker is putting a committee together to develop an implementation plan for the recommendations that were made by the West Madison Visioning Committee.