

Policy for Extension-funded Faculty and Academic Staff Position Requests College of Agricultural and Life Sciences

This policy relates to College of Agricultural and Life Sciences (CALs) faculty and academic staff specialists with Extension appointments in all unit types.

The Extension-funded portion (funds 104 and 143) of salary savings from the attrition of faculty and academic staff specialists will be returned to the CALs/Cooperative Extension central funding pool. (The salary savings will not be split 50/50 with departments, centers, or other units). Units shall submit a request to the college to fund any faculty or academic staff specialist position with Extension resources. Units may also submit requests for temporary bridge funding, to cover critical needs.

Calls for requests for Extension resources will be sent out twice a year, in both fall and spring. Requests will be submitted to Angie Seitler (angela.seitler@wisc.edu) via email.

The following criteria will be used by the CALs dean, the CALs associate dean for extension and outreach, and the Cooperative Extension dean, associate deans, and institute directors in prioritizing and making decisions on position requests and these criteria should be addressed in the request. The Extension mission has particular emphasis on meeting the needs of the citizens of the state of Wisconsin. The Wisconsin-specific nature of the following should be documented in the request.

For Faculty Positions

- Need for applied research.
- Availability of research funding stream for tenure track faculty and potential for research leveraging of Extension investments.

For Faculty and Academic Staff Positions

- Need for Extension educational programming.
- Outreach leveraging of Extension investment: potential for revenue generation to increase impact of Extension and outreach efforts.
- Integration with and support of county-based Cooperative Extension programs.
- Integration and support of the position in a CALs department or center as documented in the 5-year plan.
- Alignment with CALs strategic priorities.

Appendix: Background Information on CALS Policy for Extension-funded Faculty and Academic Staff Position Requests

The College of Agricultural and Life Sciences (CALS) currently has about 30 Extension-funded (104/143) FTE distributed across about 50 faculty positions (ranging from 10% to 85% Extension appointments with an average of a 64% extension appointment). Likewise, the college has an additional 26 Extension-funded FTE distributed across about 40 programming academic staff positions (ranging from 8% to 100% Extension appointments with an average of a 65% extension appointment). Due to the budget reduction, organizational redesign in both CALS and Cooperative Extension, and need to strategically align both positions and resources, a policy for funding faculty and academic staff positions is being implemented.

Cooperative Extension had suffered a series of budget cuts over the past decade resulting in a reduction in Extension funds transferred to CALS. These cuts have been largely absorbed by a reduction in the number of CALS Extension Faculty appointments as retirements or departures have occurred. CALS is faced with another budget cut beginning with the 2020 fiscal year.

The nExt generation reorganization and UW-Madison Campus integration has resulted in some changes in the organizational structures of Cooperative Extension. The CALS redesign will likely result in some changes in the organizational structure of CALS. It is anticipated that the collaborative CALS/Cooperative Extension process of needs assessment and resource allocation will continue regardless of how new structures emerge.

Memoranda of understanding (MOU) have sometimes been developed by CALS, Cooperative Extension, or jointly, when various faculty and staff lines, centers, institutes, and programs were established. Changes in the structure of Cooperative Extension and CALS, along with budgetary constraints, may require a review and update of these MOUs, where they exist, and new agreements may need similar documentation.

As part of the Cooperative Extension restructuring effort, all Extension-funded positions have been classified as either 'programming' or 'support.' Programming positions are held by faculty or academic staff (both referred to as specialists) who are expected to engage in Cooperative Extension programming efforts and outreach activities, which are by definition 'Extension' activities. There are differences in the degree to which CALS specialist programming is delivered through county educators, however, all CALS specialists should be coordinating their programming efforts with one or more of the Extension program areas. Support positions are held by academic or university staff who assist in the administrative activities of units housing specialists or contribute to the support of extension programs (e.g. publications editing and electronic media development) but do not directly deliver these programs.