MINUTES

Attendees:
Mark Rieger, Dean
Domenico Grasso, Provost
Alice Moore, ADMIN
Amy Shober, PLSC
Angela Seyfferth, PLSC
Basanta Chaudhuri, APEC
Bob Alphin, ANFS
Bob Dyer, ANFS
Calvin Keeler, ANFS
Carmine Balascio, PLSC
Changqing Wu, ANFS
Charles Bartlett, ENWE
Chris Williams, ENWE
Chuck Mason, ENWE
Dallas Hoover, ANFS
David Frey, PLSC
Deb Jaisi, PLSC
Erin Brannick, ANFS
Greg Shriver, ENWE
Haiqiang Chen, ANFS
Harsh Bais, PLSC
Janine Sherriar, PLSC
Jeff Buler, ENWE
John Frett, PLSC
Josh Duke, APEC
Judy Hough-Goldstein, ENWE
Katie Jones, ADMIN
Kent Messer, APEC
Laurie Wolinski, APEC
Lesa Griffiths, ANFS
Marlene Emara, ANFS
Michelle Rodgers, APEC
Nancy Gainer, ADMIN
Nicole Donofrio, PLSC
Rodrigo Vargas, PLSC
Rolf Joerger, ANFS
Scott Hopkins, ADMIN
ShanShan Ding, APEC
Shree Inamdar, PLSC
Stacey Chirnside, ENWE
Steve Hastings, APEC
Tanya Gressley, ANFS
Theresa Cometa, ADMIN
Titus Awokuse, APEC
Tom Ilvento, APEC
Xiaoke Zhang, APEC
Yohannes Tesfaye, ADMIN

Welcome – Dean Mark Rieger

Call to Order and Announcements – Mark Rieger

- Dean Rieger called the meeting to order at 9:30 am.
- Dean Rieger acknowledged Nancy Gainer for her work on the College Viewbook. A copy of the viewbook was circulated. It will be disseminated to prospective students.

General Remarks – Provost Domenico Grasso

- Major Strategic Planning initiative, Delaware Will Shine, is underway; plans will be developed as we move forward; may be found on the web at http://shine.udel.edu/
- We have made significant progress on the Path to Prominence; may be found on the web at http://www.udel.edu/prominence/
• Provost welcomes comments on developing these plans in the future provost@udel.edu
• RBB model will be revised in the future
• Crime on campus has decreased since the launch of the alert system
• Town Halls are planned in the future as informal conversations

Q&A
Sherrier
Q: What philosophy lead to the choice for the police to acquire M16’s?
A: This is standard for a police force. UD police force are well trained in the use of M16’s.

Griffiths
Q: Title 9 – Will there be a survey available that will allow people to voice their opinions?
A: Provost will present this idea to Sue Groff, Dir. of Institutional Diversity & Title IX.

Ilvento
Q: Is UD investing in the Faculty 180 product?
A: UD will subscribe to this product in the future. Each dept. will conduct an analysis to determine what metrics are most important to them. The goal is to have the deans allocate resources based on faculty productivity compared to their cohorts. It is not intended to be a platform for the P&T process, but rather to establish best practices across campus in the faculty hiring process and encouraged strong support letters for prospective candidates; Provost focuses on hiring star candidates and will not hire someone the faculty does not agree with.

Hastings
Q: Have we moved away from undergraduate teaching?
A: Commitment to undergraduate teaching has not changed.

Messer
Q: With regard to faculty hires – what is the metrics guide at the assistant level that will ensure proper development of the hire to become outstanding?
A: See if their work is published in prestigious journals and check the type of letters of references they possess.

Provost asked that those who asked questions at this meeting to please email him with their questions at provost@udel.edu, so that he could explore their questions further.

Approval of the Minutes – May 20, 2014 – Mark Rieger
http://canr.udel.edu/about-us/staff-resources/
The minutes were approved as written.

Approval of the Agenda – Mark Rieger
The agenda was approved as written.

Introductions of new Faculty and Staff – Mark Rieger
• Brian Trader, Interim Director, LWG, PLSC, July 1, 2014
• Annie Renzetti, ANFS, Supplemental Professional, August 15, 2014
• Shanshan Ding, Assistant Professor, APEC, August 1, 2014
• Xiaoke Zhang, Assistant Professor, APEC, August 15, 2014
• Chaudhuri, Basanta Kumar, APEC, Instructor, August 16, 2014
• Juan Castellanos, Computer Support Specialist, August 11, 2014
• Rene Diaz, Extension Agent II, May 19, 2014
• Theresa Cometa, Admin Asst. III, May 12, 2014

Near future:
• Anna Wik, Assistant Professor, PLSC, January 1, 2015
• Tara Trammell, John Bartram Assistant Professor of Urban Forestry, PLSC, February 1, 2015

Old Business – Mark Rieger
No new business was brought forth at this time.

New Business – Mark Rieger
• College and Budget Update – Mark Rieger

See PowerPoint presentation or Adobe Connect recording for details.

• Fall 2014 Admissions at an all-time high with 181 new students in the CANR
• 3rd highest yield at UD
• 45% increase in diversity
• 25 honor students
• FY15 budget and outlook was reviewed in detail
• FY16-18 projections were presented, which indicates that we need to increase our net position
• F&A (overhead) was discussed
• CANR Sponsored Programs at an all-time high; CANR ranks 3rd at UD in research, 2nd in service, 6th in instruction
• Effective F&A is too low, overall ~10%:
  o Deferred maintenance on aging buildings increase costs which lower rates
• Designs of WOR renovation plans and architectural study costs were presented
• Fundraising extremely important to increase revenue
  o Has increased considerably from 2012

Mason
Q: Why is the plan for the bridge show the bottom level open?
A: (McDermott) Just part of the bottom is open for the possibility of a cafeteria or flexible space for the students.

Courses and Curriculum Committee Report – Carmine Balascio
• See attached consent agenda and supporting documentation for Ag Ed
  o Minor changes will be done by committee
  o Major changes will be voted upon by the faculty
• Review the consent agenda and inform Dr. Balascio of any items to be removed; A motion was made to indicate that no changes needed to be made to the consent agenda, but there was no quorum present; ag-all message will be sent re: conducting this vote before holiday break.
• Revision of College Bylaws – CANR Bylaws Revision Committee (Balascio, Benson, Hastings, Shriver, Sims Whaley)
  o Additional comments will be received until December 11, 2014
  o Final proposed revisions will be distributed by December 15, 2014
  o Vote on final Bylaws by December 18, 2014 (Chris Williams, on voting process)
    ▪ Need a quorum
    ▪ A mail ballot will be distributed
    ▪ Need 2/3 of voting membership to approve

Steve Hastings, member of the Bylaws committee discussed major changes to the Bylaws (please see attached):

1. Clarified the role of Cooperative Extension
2. Added section on exempt and non-exempt staff
3. Revised section on C&C committee
4. Revised section on space utilization
5. Revised section on cost recovery
6. Revised section regarding the safety committee
7. Revised section on the AACUC (Agricultural Animal Care and Use Committee)
8. Voting process in the future done electronically rather than through a paper ballot

Sherrier
Q: Why isn’t the Experiment Station included in the Bylaws when it is a major body of the college?
A: The committee did not feel that incorporating the Experiment Station into the Bylaws was an appropriate place; the dean agreed and indicated that the Experiment Station will be part of the college policies & procedures manual; a working draft is in progress. Janine expressed the need to raise awareness of the Experiment Station.

Hough-Goldstein

Comment: Does not agree with allowing the C&C committee to review experimental courses.

Response: The committee found that there was misuse by departments and for this reason, felt it important to review experimental courses.

Discussion ensued with the additional comments:

Griffiths
Experimental courses should be a limited to two years, afterwards a discussion should take place about whether the course should be accepted as permanent or dismissed.

Donofrio
Expressed concern about the number of students to make a course permanent.

Mason
Called for a straw-vote on this particular topic. He added that as parliamentarian, he reviewed the new bylaws and determined it to be solid except for this issue.

A straw-vote was issued with the following question raised for consideration – Should the experimental courses section be removed from the Bylaws?
1. Favor to keep in as written: 7
2. Motion to strike: 16

**Williams**
Suggested determining a quorum before proceeding with the action; it was determined that there was not a quorum to accept a vote at this time; therefore, the straw-vote is not binding.

A vote on this matter will be conducted at another time.

**Hastings**
Please send any comments or suggestions on how the section relating to experimental courses should be written, to Tom Sims at jtsimes@udel.edu.

**Sherrier**
Suggested adding the roles of the dean’s office and dept. staff members to the bylaws. The dean stated that the P&P manual would address this; a working draft is in progress. Michelle Rodgers added that a grants section and staff roles will be addressed in the P&P manual as well.

Please view recording for additional details concerning the Bylaws.

Steve Hastings asked Mark Isaacs to send him an email with his concerns at hastings@udel.edu.

**Other Items** – Mark Rieger
There were no other items addressed at this time.

**Adjournment** – Mark Rieger
Meeting adjourned at 11:45.

Respectfully submitted,

*Cathy Kinney*