

University of Delaware
 College of Agriculture and Natural Resources
 College Faculty Meeting, Wednesday, May 17, 2017, 9:30-11:30 am
 Townsend Hall – Room 132
 Zoom recording may be found on the website
<http://canr.udel.edu/about-us/staff-resources/>

MINUTES

Faculty Attendees:

Name	Depart.	Name	Depart.	Name	Depart.
Steven Hastings	APEC	Tom Ilvento	APEC	Deb P. Jaisi	PLSC
Changqing Wu	ANFS	Carmin Balascio	PLSC	Kent Messer	APEC
Eric Benson	ANFS	Yan Jin	PLSC	Tara Trammell	PLSC
Jeff Buler	ENWC	Calvin Keeler	ANFS	Stacey Chirnside	ENWC
Kyle McCarthy	ENWC	Bob Alphin	ANFS	Sue Barton	PLSC
Anna Wik	PLSC	Jules Bruck	PLSC	Janine Sherrier	PLSC
Jeff Fuhrmann	PLSC	Amy Shober	PLSC	Tanya Gressley	ANFS
Behnam Abasht	ANFS	Shree Inamdar	PLSC	Limin Kung	ANFS
Jake Bowman	ENWC	Greg Shriver	ENWC	Iver Hiltbold	ENWC
Bob Lyons	PLSC	Randy Wisser	PLSC	Ryan Arsenault	ANFS
Lesa Griffiths	ANFS	Jung-Youn Lee	PLSC	Mark Parcels	ANFS
Leah Palm-Forster	APEC	Josh Duke	APEC	Thomas A Evans	PLSC
Dave Frey	PLSC	Eric Wommack		Jim Glancey	
Michelle Rodgers		Mark Rieger			

Staff Attendees:

Name	Dept.	Name	Dept.	Name	Dept.
Doug Crouse	Co. Ext.	Cheryl Bush	Co. Ext.	Katie Daly	USS
Kim Yackoski	CANR	Bill Bartz	PLSC	Adam Thomas	CANR
Christy Mannering	Comm.	Sara Adder	CE	Ranita Chakrabarti	CANR
Kathy Lyons	CANR	Joe Paller	PLSC	Cindy Rechsteiner	PLSC
Shawna Vican	ADVANCE	Theresa Cometa	CANR	Susan Olson	APEC

Welcome – Dean Mark Rieger

- Call to Order: The meeting was called to order at 9:32 am
- Approval of the Minutes – December 12, 2016: Approved as written.
<http://canr.udel.edu/about-us/staff-resources/>
- Approval of the Agenda: Approved as written.

Announcements – Mark Rieger

- **Introduction of new faculty and staff**

Faculty:

Erin Sparks – Assistant Professor, PLSC (June)
 Wei Qian – Assistant Professor, APEC (Sept)
 Dianne Sisofo – Assistant Professor (CT), APEC (Jan)

Staff:

Catherine VanSciver, Admin Assistant III, Georgetown
Michelle Ernst Voegele, Nutrition Assistant
Melissa McDerby, Admin Assistant III, Extension
Breanna Banks, Program Coordinator (NCC)
Allison Connor, Admin Assistant I, Dean's Suite
LeeAnne Ahamad, Supervisor, UDairy Creamery Wilmington
Kimberly Allen, Lasher Lab Manager
Jonathan Leith, Dairy Manager (June)
Ranita Chakrabarti, Sr. Sponsored Program Coordinator (Mar)
Andrew King, Computing Support Specialist I (July)
Sara Golden, Sr. Sponsored Program Coordinator (May)
Adam Thomas, Interim Communications Director (May)

- **Acknowledgement of retiring faculty and staff**

Faculty:

Judy Hough-Goldstein – 6/30/17
Larry Cogburn – 6/30/17
Carl Toensmeyer – 6/30/17
John Pesek – 8/31/17
Arba Henry – 8/31/17

Staff:

Joyce Witte, Admin Assistant III, Extension (1/1/17)
Joanne Whalen, Extension Specialist III (1/1/17)
Mark Baker, Farm Assistant II (4/1/17)
Richard Morris, Research Assoc. III (7/1/17)
Dorothy Abbott, Extension Agent III (7/16/17)

- **Faculty and Staff Awards**

UD 2017 Excellence in Teaching Award: **Charles Bartlett**
CANR 2017 Excellence in Teaching and Advising Award: **Joshua Duke**
CANR 2017 Excellence in Service Award: **Michele Walfred**
CANR 2017 Benton Awards: **Adrienne Shearer (PhD-ANFS); Grace Savoy-Burke (MS-ENWE)**

Agriculture College Council Faculty Awards – Irene Park, President

Outstanding Professor Awards: **Tanya Gressley; Kyle McCarthy; John Frett; Steven Hastings**
Outstanding Advisor Awards: **Kali Kniel; Jake Bowman; Jules Bruck; Ulrich Toensmeyer**

- **CANR Faculty Promotions**

(ANFS) Benham Abasht – Associate Professor with tenure
(APEC) Jing Qiu – Associate Professor with tenure
(ENWC) Gregory Shriver – Professor
(ENWC) Jeffrey Buler – Associate Professor with tenure
(PLSC) Susan Barton – Professor
(PLSC) Deb Jaisi – Associate Professor with tenure
(PLSC) Rodrigo Vargas – Associate Professor with tenure

Old Business – Mark Rieger (No old business brought forth)

New Business

- **Faculty Mentoring – Jung-Youn Lee (slide provided)**
 - Dr. Lee provided the history of UD Advance and reviewed the responsibilities of the Faculty Fellows. Dr. Lee is working with UD ADVANCE Faculty Fellows (from UD ADVANCE IT grant) to provide workshops ‘by faculty for faculty’ on best practices in recruitment and mentoring.
 - Faculty Fellows Fall 2016: 12 workshops, 198 faculty participants from 6 of 7 colleges.
 - Workshop evaluations have been overwhelmingly positive.
 - Highly supported by the Office of the Provost (strongly encourages faculty to attend).

- **Affinity Program – Jules Bruck**
 - Dr. Bruck briefly discussed her proposal to create an interdisciplinary Affinity Program called Delaware Design & Making. Affinity programs are encouraged by Admissions; the programs provide a hands-on learning experience and are open to all majors and disciplines.
 - The Design & Making Program will offer students “maker spaces” where students can create and design; Pearson gym has been identified to be used as an interdisciplinary maker space (fall 2018).
 - There is the possibility of tinker lab – maker space – for food in conjunction with the Creamery
 - Colleges confirmed support; the first cohort of students is scheduled for fall 2018.
 - Dean Rieger commented that the northeast will experience declining levels in enrollment (UD Admissions) over the next decade, while the south will see increasing numbers and less growth, resulting in an increasingly competitive pool. There is a report from Chris Lucier’s office.

- **Blue Hen Success Collaborative (BHSC) – Lesa Griffiths**
 - BHSC is a new software package that compliments UDSIS and should make advising easier.
 - It will launch fall 2017 and will help identify students who may benefit from advisement.
 - Dr. Griffiths reviewed the BHSC log-in and navigation process: BHSC is intuitive and easy to use; paperless student files; socioeconomic and academic stats; snapshot of advisee, including success markers; advisors can message or email students from the system, add notes, schedule appointments, send reminders to students, make referrals and issue alerts to other depts.
 - BHSC Links to UDSIS and the degree audit – includes student categories (athletics, majors, enrollment, DSS, and other student groups).
 - Dr. Griffiths is working with Kim Yackoski and Katie Daly to schedule faculty training.
 - Institutional reports are available for Department Chairs.
 - Kim Yackoski, Undergrad. Student Services, shared that offices on campus respond to referrals and alerts via BHSC (DoS; DSS, Career Svc., etc.).

Committee Reports

- **American Association of University Professors, UD Chapter – Calvin Keeler**
 - There is a 5-year contract – retroactive to June 2016.
 - First pay period in May should have reflected increase ’16-’17 (approx. 1%).
 - Second pay period in May should reflect back pay ’16-’17 and one-time signing bonus.
 - Significant involvement by BOT resulted in an increased membership; AAUP loses 25-30 members yearly due to retirements; 52% of bargaining unit belong; need continued support; 5-yr contract allows AAUP to work on recruitment before next contract.

- Retirement benefits – current leave intact until June 30, 2020 (no change for 3 years).
- Change to 403b - next year contribution will be 5% to receive the match.
- It is the faculty member's responsibility to check with their Chair re the salary equity survey.
 - Q: Faculty questioned where they may find the new contract.
 - A: Once signed, it will be uploaded. There may be a marked-up version on the AAUP website. As of last week, details were still being worked on.
 - Q: How was pay increased without merit letters from dept. Chairs? Will Chairs do letters?
 - A: Chairs have submitted merit to HR. There should be two letters: increase and retro pay.
 - Q: Will these be line items or lumped together? How will structure work?
 - A: The one-time signing bonus will be separate and not in base pay so that future increases are not based on the bonus. Pay increase should be in the first pay (July).

- **Promotion & Tenure Committee – Jules Bruck, Chair**
 - Dr. Bruck thanked the CANR P&T committee members.
 - Committee revised and condensed the CANR P&T document in order to add clarity and consistency with the faculty handbook and awareness of departmental P&T policies: reduced redundancy – link sections to documents and UD Faculty Handbook and reference links to Provost's web pages (dept. and college documents).
 - Proposed committee composition: one regular member from each dept. and one member from each department to serve as an alternate; three of the regular committee members should be full professors; a full professor should serve as Chairperson.
 - Simplifying voting procedure – just one ballot – one vote – simple majority.
 - New procedure for CT faculty evaluation: CT member joins the committee to evaluate (used APEC guidelines).
 - The CANR P&T Committee Produced guidelines, including tables, for depts. to use. Committee will work with dept. P&T chairs to look at suggested guidelines to be consistent and make it easy to review candidates.
 - Dean Rieger: Quoted the College Bylaws “the College Promotion and Tenure Policy can be changed by two-thirds that cast votes as long as a quorum of the full-time faculty member of the College, including non-tenure track faculty, with academic rank, as submitted votes...”.
 - It was recommended by faculty that the document be distributed with a follow-up meeting. If approved by the CANR faculty, the document would then be submitted to all appropriate parties for approval (i.e. Provost, etc.).
 - Dean Rieger recommended that Dr. Bruck provide the document and clarification of the procedure, with voting to follow in the near future.

- **Space Committee – Mark Parcels, Chair**
 - Members: Mark Parcels; Greg Shriver; Angelia Sefferyth; PK Krishnan; Susan Garey
 - Accomplishments: Grad student space approved in room 202 of the farmhouse; rearrangement of 102 and 202 for faculty space needs.

- **Faculty Senate – Mark Parcels, Jeff Fuhrmann, Calvin Keeler, Chris Williams**
 - 109 Revisions to undergraduate and graduate programs; 27 resolutions passed.
 - Controversial items included an addition of undergrad major in Applied Biotechnology and Molecular Biology; drop in the 2.0 GPA requirement to transfer into non-restricted majors; resolution to move UD to 100% sustainable energy by 2020 failed.

- Changes to faculty handbook: 4.1.6 contracts of non-tenure track faculty and evaluation period; proposed change to 4.4.8 was tabled and will be reviewed in the fall.
 - Major New Initiatives – President Assanis’s Educational Initiative: increase undergrad enrollment; increase PhD students, increase grad education; establish Graduate College; increase diversity at all levels.
 - Provost’s Commission: move spring break was defeated; P&T Commission will report in the fall; Recommendations forthcoming re NC-State House Bill 2 (Bathroom Bill).
 - Major New Initiatives: Curriculog – new software for curriculum changes (July 1, 2017).
 - Faculty Senate – CANR Representation ’17-’18: Chris Williams will serve President elect; Mark Parcells will continue as Vice President; CANR Senators are Jeff Fuhrmann, Calvin Keeler and Eric Benson. CANR lost one senator due to declining faculty numbers; however, CANR will have (5) voting senators due to leadership roles.
 - UDAcademe: there are inaccuracies when importing citations – recommendation is to upload PDF files, although some faculty are concerned about confidentiality issues with reviewers needing to download information. Issues are being worked on.
- **Staff Advisory Council District #5 Representative – Christy Mannering**
 - There are 14 districts at the university; CANR is district #5.
 - Change to 403b: 5% contribution required for the 11% match (September 2017).
 - TIAA will be the single service provider.
 - In 2021, retirement age “must be 55 years or older and have combined age and years of service that total 80; in addition, min. 15 years of service required for full benefits.
 - Email Christy with questions cmanneri@udel.edu
- Courses & Curriculum Committee – No update
 - Greenhouse Advisory Committee – No update
- **Presentation & Open Q&A: Plans for UD Graduate College (11 am)**
Ann Ardis; Lynnette Overby; Gretchen Bauer; James Broomall
 - White Paper and slides from the Town Hall meeting are available. Eric Wommack distributed materials to faculty on May 15. Comments from UD’s constituency (faculty, students, staff, etc.) is encouraged via the website; comments can be anonymous and may be submitted through the summer: <http://grad.udel.edu/grad-white-paper/>
 - A plan should be available in Fall 2018, after the University’s new budget model is in place, with the goal to implement in Fall 2019.
 - Q-Some grad programs would be managed by new Grad College, while others would be managed in the colleges. How would that work?
 - A-There are almost 200 programs at UD; the feeling among the working group is to keep the control at the college level. The Grad College can provide infrastructure, advertising, resources, etc.
 - Q-Would there be a resource to tap into infrastructure (i.e. marketing) for programs?
 - A-The Working Group is trying to learn from other people and has looked at gaps; Grad Office is not staffed to do the work. Right now, we do not have the full support of market research. To grow grad enrollment, we need these types of supports to know about our competitors, faculty strengths, cross-college collaborations; where are UDs opportunities to be distinctive to take UD to the next level in graduate programming.

- Q-How do we increase research programs and enrollment without financial support?
- A-Get creative. Possibilities: rethink involvement of grad students in teaching; rethink capacity funds; more tuition paying masters programs; PhD Continuing Ed Programs; creative ways of using space – discovery learning, online courses.
- Concerns were raised about utilizing the existing faculty for the expansion, classroom space, capacity infrastructure; grant opportunities are decreasing.
- The Upside of the Grad College is resources and interdisciplinary programs. The hope is to bring in more students and grants.
- Q-How do you increase quality without infrastructure and resources?
- A-Interdisciplinary programs cross college collaboration. A Graduate College would provide a different infrastructure and could be responsible for academic excellence. The President has strong language about supporting excellence and finding opportunities for institution to build its' reputation.
- Grad Students who meet with faculty advisors once a week make a big difference.
- The Graduate College Working Group recommended that faculty think about ways to rework the delivery system and asked that everyone provide their input on the website, which will be available the rest of the summer: <http://grad.udel.edu/grad-white-paper/>

College Updates (Updates were not given due to time restraints)

- Dr. Mark Rieger, Dean
- Dr. Michelle Rodgers, Associate Dean and Director of Cooperative Extension
- K. Eric Wommack, Deputy Dean and Associate Dean of Research and Graduate Programs

Other Items – Mark Rieger (No other items discussed)

Adjournment – Mark Rieger