



# Undergrad Ed Updates

OFFICE FOR UNDERGRADUATE EDUCATION

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## "Cookies, Cocoa & Cramming" Available Once Again to Students During Finals Week



In what has now become an Ag Sciences tradition, the Office for Undergraduate Education will invite students to stop in 101 Ag Administration Building for a study break, and to enjoy some home-made Holiday Season cookies and other baked goodies, along with warm cocoa, coffee, cider, and tea. The office plans to have the "Holiday Seasonal Goodies" available over the first three days of Finals Week - **Monday, Tuesday & Wednesday,**



**December 14-16, from 8:30 AM to 4:00 PM.** Students are invited to "stop by and eat & run," or they can also stay and enjoy a quiet place to study (back in our 101 Ag Admin Conference Room). Hence, the 101 Ag Admin Conference Room will be reserved the entire Fall '09 Finals Week (December 14-18). If you are in the area, you are more than welcomed to stop by, say hello, enjoy a tasty holiday treat or two, and see our seasonal decorations in the office. **Season's Greetings!**

### Request Funds for Student Activities

**Spring 2010 Semester: Proposals are due December 4, 2009**  
 Proposal forms and more information for Student Activities are available at: <http://students.cas.psu.edu/RequestingFundsforStudentAct.htm>

### Request Funds for Undergraduate Research

**Spring 2010 Semester: Proposals are due January 22, 2009**  
 Proposal forms and more information for Undergraduate Research are available at: <http://students.cas.psu.edu/UndergradResearch.htm>



### Student Achievement Awards

**Penn State Office of Student Activities: Nominations Due December 4, 2009**

The Office of Student Activities is now accepting nominations for **Student Leadership and Service Awards**. These awards provide us with an opportunity to recognize the outstanding contributions that our students make to both the Penn State and outside communities. The awards recognize students' academic achievement, leadership skills, involvement and leadership in community service, commitment to diversity, and much more.



Please take a few moments to determine which of your students might be deserving of these awards and submit a nomination. You are free to nominate as many students as you'd like and students can be nominated for more than one award. The web link for the awards nominations is <http://www.sa.psu.edu/engage/awards>. Each nomination is required to include an official or unofficial transcript, a resume, and at least one letter of support from a member of the faculty or staff.

Please complete and **submit the nomination by December 4, 2009**, to the Office of Student Activities, 209 HUB-Robeson Center.



### IMPORTANT DATES!

Fall 2009

Commencement  
Saturday, Dec. 19th  
9:00 AM  
Bryce Jordan Center

Student/Alumni  
Mentoring Workshop  
Monday, Jan. 25th  
1 to 5:00 PM  
Ag. Sci. & Ind. Bldg.



## Academic Advising Corner!

### eLion Updates

- The Registrar's office has changed the Transcript application by eliminating the "E-mail to student" button in the adviser section. Students will still be able to e-mail copies of their transcripts to themselves. A "Printable view of transcript" button has also been added to both the adviser and student sections.

### Under the "Adviser Control" Application on eLion:

- A column labeled "Adult" has been added to the table format of the current list of advisees to indicate which students on your roster have or have not been identified as adult learners. A checkbox has also been added to the advanced settings option so you can list only those students on your roster who are adult learners.
- The "ETM not confirmed" checkbox in the advanced settings has been changed to exclude students who are already in majors. Previously, when this checkbox was used, the results would display all students who had not confirmed their ETM choices on eLion for the upcoming/current semester, including those who were already in majors and did not need to confirm their choices on eLion.
- Additional information about these changes can be found in the help document for the Adviser Control application.

## Fall 2009 Commencement



The College of Agricultural Sciences Fall 2009 Commencement will be held on Saturday, **December 19, at 9:00 a.m.** in the Bryce Jordan Center. Graduates are to arrive in regalia at 8:00 a.m. and enter Gate B of the BJC. Visit <http://commencement.psu.edu/undergrad.html> for more commencement details.

Faculty planning to participate in the commencement ceremony can find out more information at <http://commencement.psu.edu/attending.html>.

The College Alumni Society hosts a Graduation Brunch buffet immediately following the commencement ceremony in Gym I of the Intramural Building. All tickets must be reserved in advance of the event. For more information and/or to register for the brunch call 814-863-2822 or visit: [www.agalumni.cas.psu.edu](http://www.agalumni.cas.psu.edu).

## Fall 2009 Graduating Senior Survey

An e-mail was sent on November 30th to all the undergraduates currently on the college's Fall 2009 graduation list (incl. A B E / B E students) encouraging them to complete the college's online Graduating Senior Survey. As you know, the survey is an important evaluation and assessment tool for our college and most of the academic programs, so please en-

courage and remind your graduating seniors to complete the survey.

The deadline to complete the online survey (found at <http://SeniorSurvey.cas.psu.edu/>) is **December 11, 2009**. Please direct any survey-specific questions or technical problems to Ms. Kathy Pletcher in OUE ([kjs8@psu.edu](mailto:kjs8@psu.edu)).

## Students Can Give Recognition to Great Professors

Students who had great professors this semester, should take a few minutes to nominate them for an Undergraduate Teaching Award before they leave campus for the semester break. The nomination form is available at <http://www.schreyerstitute.psu.edu/AwardsForm/>. All the student needs to do is fill in the fields and submit the form.

## 2010 Summer Undergraduate Discovery Grant Applications



### Deadline: February 12, 2010

The Office of Undergraduate Education is pleased to announce the following undergraduate research opportunities open to students at all Penn State campuses. **2010 Summer Undergraduate Discovery Grant** applications will be accepted beginning in December 2009. **The deadline for applications is Friday, February 12th.** This highly competitive program provides summer support for undergraduate student engagement in original research, scholarship, or creative work under the direct supervision of a faculty member. Information about the program and application requirements is available at:

[www.undergradresearch.psu.edu](http://www.undergradresearch.psu.edu)

Please share these opportunities with faculty and students in your college. Questions may be directed to Mary Beth Crowe, Assistant Vice President and Assistant Dean for Undergraduate Education (863-1864, [mbc5@psu.edu](mailto:mbc5@psu.edu)).

## Instructors Needed for AG 160



### AG LEAP 2010

Instructors are needed for Summer 2010 LEAP for **Intro to Ethics & Issues in Agriculture** (AG 160)

Interested in teaching AG 160 this coming summer session? For more information, please contact Karen Vines ([kav11@psu.edu](mailto:kav11@psu.edu)) or Marcos Fernandez ([jmf28@psu.edu](mailto:jmf28@psu.edu)).

**Agricultural, Food, and Environmental Ethics & Issues**—In this pride, you will be introduced to contemporary issues, ethical theories, and the application of critical thinking and communication skills related to topics in agriculture, renewable natural resources, and the environment. Special emphasis will be placed on issues, opportunities and challenges facing Pennsylvania and the United States within the context of the global community. Through the communications component of this pride, you will learn to better understand and critically evaluate issues, and to formulate and communicate your personal views through oral and written communication. Guest speakers, field trips and interactive activities will supplement the course materials and enrich the educational experience. In addition, you will be exposed to numerous career and networking opportunities with our internationally acclaimed faculty and staff, current students and alumni. (Open to all first-year students)

(1) Introduction into Ethics and Issues in Agriculture (AG 160, GH, 3 Credits, TWR – 9:35 – 12:25, Room TBA)

(2) Effective Speech (CAS 100, GWS, 3 Credits, MTRF, 3 Credits, MTRF – 2:20 – 3:50, Room TBA)



# Backpack to Briefcase



Look here for related information about career, internship, and professional development opportunities that may benefit your student programs. If you have ideas or suggestions for programs associated with the Career and Internship Initiative, please

## Ag Alumni Society Student-Alumni Mentoring Workshop

The College of Ag Sciences Alumni Society is hosting a student-alumni mentoring workshop on **January 25, 2010** from 1:00 to 5:00 PM in 118 ASI Building. The workshop will provide an opportunity for students to learn about career paths, professional fields, and educational options from alumni working in their field of interest. Students can join accomplished alumni from all areas of the college to discuss life after graduation. Food and prizes will be available. More information will be available as the event nears. If you are interested in learning more about this program, please contact Lisa Rankin at [lcr5016@psu.edu](mailto:lcr5016@psu.edu). Please help spread the word to your students!

## The Undergraduate Exhibition

**To be held on April 7, 2010 on UP Campus**

THE DEADLINE FOR POSTER AND PERFORMANCE ENTRIES IS **FRIDAY, MARCH 5, 2010.**

Penn State's annual Undergraduate Exhibition communicates and celebrates the participation of undergraduate students from across the University in research and creative endeavors. Undergraduate students from all Penn State campuses are invited to enter poster or performance presentations to showcase their work to a general audience. The exhibition is open to the public.

Entries for the 2010 Undergraduate Exhibition may be submitted online beginning January 11, 2010 and continuing through March 5, 2010. The online forms will be available in January. Entry forms also must be printed, signed by the project adviser, and submitted by March 5 to the Office of Undergraduate Education. No late entries will be accepted.

The Undergraduate Exhibition is offered by the Office of Undergraduate Education and the Schreyer Honors College. Questions about the exhibition should be directed to Mary Beth Crowe, Assistant Vice President and Assistant Dean for Undergraduate Education, 417 Old Main, phone: 814-863-1864, email: [mbc5@psu.edu](mailto:mbc5@psu.edu)

## Scholarships for Spring 2010 Short Term International Study Tours



Limited scholarships are available for students participating in the College of Agricultural Sciences Short Term International Study Tours for Spring 2010. Eligibility for these scholarships does require documented financial need. Scholarship amounts for individual students will range between \$200-500. Students who are interested in applying for these scholarships should contact Denise Connelly at [dcc6@psu.edu](mailto:dcc6@psu.edu).

**The deadline to apply is December 4, 2009.**



## Announcing the 56th Annual NACTA Conference, June 22-25, 2010

*"Collaborate, Communicate Celebrate"* Hosted by Penn State University, University Park, PA

Make sure you hold the dates now for the 56th Annual Conference of the North American Colleges and Teachers of Agriculture (NACTA; [www.nactateachers.org](http://www.nactateachers.org)), which will be hosted right here at Penn State University **June 22-25, 2010**, at the Penn Stater Conference Hotel and Center. Join us for an engaging week of oral presentations, poster sessions, roundtable discussions and exciting tours as we *"Collaborate, Communicate, Celebrate"* teaching and learning around agricultural, human, and renewable natural resources. The annual NACTA conference is a wonderful venue focusing on the educational mission of agricultural institutions, including issues related to teaching, learning, co-curricular opportunities, student recruitment, advising and retention, programmatic assessment, etc.

The college's Office for Undergraduate Education provides partial funding toward registration costs to college instructors presenting oral and/or poster presentations at the conference (abstracts are normally due in early-March); more information will be made available in the Spring, so make sure you check future editions of Undergrad Ed Updates!



## Spring 2010 Undergraduate Program Coordinators' Meeting Schedule

The Program Coordinator Meetings for Spring 2010 have been scheduled on the following days, **1:30-3:00 PM**:

- ◆ Monday, December 21, Room 118 ASI
- ◆ Monday, January 25, Room 324 ASI
- ◆ Tuesday, February 23, Room 324 ASI
- ◆ Monday, March 22, Room 118 ASI
- ◆ Tuesday, April 13, Room 324 ASI
- ◆ Monday, May 10, Room 118 ASI

Meeting notices and reminders containing tentative agenda items will be emailed to Program Coordinators before each meeting.

We welcome your input and ideas for agenda items, so please feel free to contact us at any time to add an item for discussion.

Jim Dunn	AG BM, and 2 AGB
John Ewing	AEE and AG SC
Paul Heinemann	A S M and B E
Kate Butler	AGECO and ESOIL
Les Griel	ANBIO and VB SC
Harold Harpster	ANSCI
Jill Findeis	CED and E RRE
Rob Shannon	E R M
Stephanie Doores	FD SC
Jamie Murphy	FORSC, W F S, and W P
Charles Heuser	HORT
James Howell	IID and TOX
Dan Stearns	LSCPE
Andrew Mc Nitt	TURF
Al Turgeon	TURF (WD)

## IMPORTANT - Changes Coming to eLion Faculty Log-In



ACUE Colleagues,

As a result of a recommendation made by the Information Privacy and Security ([IPAS](#)) project to improve the security of our student records, a change to the login process for eLion Faculty will be made prior to the beginning of the Spring 2010 semester. Currently, the use of a second factor authentication token is required only for those faculty eLion functions that update student records (e.g. grading, Early Progress Report). Beginning on **January 5, 2010**, a second factor authentication token will be required for access to all functions within eLion Faculty. Faculty members logging in to eLion will be prompted to enter the number from their SecurID token at the same time as they are prompted for their user ID and password. Faculty functions in eLion include class lists, syllabus links, Early Progress Reporting, final exam schedule, grading, and prerequisite class lists.

**Faculty who use eLion and who do not currently have a SecurID token must obtain one prior to January 5, 2010 in order to maintain uninterrupted access.**

To learn more about second factor authentication tokens, please visit [http://ais.its.psu.edu/support/access/auth\\_tokens.asp](http://ais.its.psu.edu/support/access/auth_tokens.asp). Questions about the change to the eLion Faculty login process may be directed to Carol Findley in the Office of the University Registrar at [csf3@psu.edu](mailto:csf3@psu.edu).

Thank you for assisting us in improving the security of our student records.

Karen Schultz, University Registrar, on behalf of  
The eLion Governance Team

### USDA/CSREES 2010 Higher Education Challenge Grants

Projects supported by the Higher Education Challenge Grants Program will: (1) address a State, regional, national, or international educational need; (2) involve a creative or non-traditional approach toward addressing that need that can serve as a model to others; (3) encourage and facilitate better working relationships in the university science and education community, as well as between universities and the private sector, to enhance program quality and supplement available resources; and (4) result in benefits that will likely transcend the project duration and USDA support.

#### Who Is Eligible to Apply

- 1862 Land-Grant Institutions
- 1890 Land-Grant Institutions
- 1994 Land-Grant Institutions
- Hispanic-Serving Institutions
- Other or Additional Information (See below)
- State Controlled Institutions of Higher Ed

#### More Information on Eligibility

a) U.S. public or private, nonprofit colleges/universities offering baccalaureate or 1st professional degree in at least one discipline/area of food & agricultural sciences; b) land-grant colleges/universities (including those in Insular Areas); c) colleges/universities having significant minority enrollments & demonstrable capacity to teach food & agricultural sciences; & d) colleges/universities having demonstrable capacity to teach food & agricultural sciences.

**Due Date: February 5, 2010**

Web site: <http://www.csrees.usda.gov/fo/fundview.cfm?fonum=1082>

## University-Level Support for Undergraduate Student Travel to Present Research Findings

For 2009-10, Dr. Robert Pangborn, Penn State University Office for Undergraduate Education is pleased to be able to support, in concert with the colleges and academic departments and the Schreyer Honors College (when applicable), travel to nationally significant conferences where students have been invited/accepted to present the results of their research or creative endeavors. Requests are to be submitted utilizing the "Undergraduate Research Travel Request" available online (<http://www.undergradresearch.psu.edu/travel>).



An online automated version of the undergraduate research conference travel support process is in limited deployment with the Colleges of Engineering and Arts and Architecture and Penn State New Kensington and may be initiated by faculty and staff through the Penn State Workflow system (accessed through PAWS (Penn State Administrative Web Suite) at <https://es.ais.psu.edu/PAWS>) or by students through eLion. These units are encouraged to use the automated form. Questions or problems with accessing the form should be directed to [Workflow@psu.edu](mailto:Workflow@psu.edu).

To be eligible for conference travel support from the Office of Undergraduate Education, the student must be a conference presenter and the presentation must be related to the student's academic program. Due to increased demand for this support, the college limit per year has been reduced, as noted below, to allow for a more even distribution of funds.

### Procedures:

1. Requests should be submitted at least thirty days in advance of the travel dates. Multiple requests for students from the same department to attend the same conference should be submitted together.
2. The contribution from the Office of Undergraduate Education will be capped at \$300.00 per student.
3. Funds are available on a first-come, first-served basis, with no college exceeding \$3,500.00 for the year. We will monitor the fund throughout the academic year, and adjustments may be made to this limit should some of the money be unused. This kind of adjustment would probably not be made until late in the spring semester.
4. The sharing of expenses of 1/3 department, 1/3 college, and 1/3 Undergraduate Education will remain the "norm." However, we know that in some cases the college/campus may choose to pick up the department or division share. In addition, if the student is a Schreyer Scholar, the expected sharing would be 1/4 department, 1/4 college, 1/4 Undergraduate Education, and 1/4 Schreyer Honors College.
5. Information on the form will include an estimate of costs including travel, meals, and lodging; a statement of the nature of the research to be presented; a statement of support from the faculty mentor or department head; and a section for approvals by the associate dean, Schreyer Honors College (if applicable) and approval by the Office of Undergraduate Education. If the student is a Schreyer Scholar and support is also requested from the Schreyer Honors College, the form must be forwarded there for approval **prior** to delivery to the Assistant Dean for Undergraduate Education and final approval.
6. After department & college approvals have been secured, send the request to Mary Beth Crowe, Assistant Dean, 417 Old Main, University Park, PA.
7. Once approved by Undergraduate Education, Susan Sampsell will then transfer the money to the colleges in accordance with past procedures.

## Older Computers from ASI 109 Available in January 2010

As previously announced, the 109 ASI (Ag Science & Industries Bldg., Room 109) Computer-Equipped Teaching Lab will be discontinued at the end of the Fall 2009 semester and the room dismantled. We have approximately 15 working 5-year old Dell computers available for alternate uses within our college (i.e., labs, student & study lounges, etc.). Contact Neal Vines

([ntv1@psu.edu](mailto:ntv1@psu.edu)) if you would like to find out more about the computers and/or would like to request one or more of these computers (free of charge!).



**Please note that any computers not requested by December 18, 2009, will be sent to salvage.**

## Curricular Affairs Committee — College of Agricultural Sciences

### 2009-2010 Curricular Calendar

Proposals Due in CSCS System *	Send to ACUE Deans (if necessary) Then to Committee Members for review	College Curricular Affairs Committee Meeting Dates and Locations	Revisions Due in CSCS System and Begin Final Approval Process (required signatories)	Proposals due to Faculty Senate	Curriculum Report Publication Date (on Blue Sheets for 30 days)	Senate Committee Curricular Affairs (SCCA) all day meeting
Friday Sept. 18, 2009	Sept. 21-22, 2009	<b>Thurs. Oct. 8, 2009</b> 1:30-3:00 p.m. 102 Forest Resources	Oct. 16, 2009	<b>Oct. 30, 2009</b>	for the Nov. 17, 2009 Issue	Dec. 8, 2009
Friday Oct. 30, 2009	Nov. 2-3, 2009	<b>Thurs. Nov. 19, 2009</b> 1:30 -3:00 p.m. 102 Forest Resources	Dec. 4, 2009	<b>Dec.16, 2009</b>	for the Jan. 12, 2010 Issue	Jan. 26, 2010
Wednesday Dec. 16, 2009	Dec.17-18, 2009	<b>Thurs. Jan. 14, 2010</b> 1:30 -3:00 p.m. 244 Ag. Engr. Bldg.	Jan. 22, 2010	<b>Feb. 5, 2010</b>	for the Feb. 23, 2010 Issue	March 16, 2010
Friday Feb. 12, 2010	Feb. 15-16, 2010	<b>Thurs. March 4, 2010</b> 1:30-3:00 p.m. 244 Ag. Engr. Bldg.	March 19, 2010	<b>March 26, 2010</b>	for the April 13, 2010 Issue	April 27, 2010
Friday April 9, 2010	April 12-13, 2010	<b>Thurs. April 29, 2010</b> 1:30-3:00 p.m. 244 Ag. Engr. Bldg.	May 14, 2010	<b>May 28, 2010</b>	.....	.....

\* **Note:** for course proposals submitted in CSCS, paper copies no longer need to be submitted.

**For PROGRAM proposals** (not done in CSCS), **you must submit one paper copy and a PDF file of the proposal** by the due dates listed above (first column) to: K. Pletcher, 101 Ag Admin. Bldg.





## Instructor Resources @ UP

Check out these Web sites for more information

### Technology Classroom Overview

<http://clc.its.psu.edu/Classrooms/>

### Reserving a Technology Classroom

<http://clc.its.psu.edu/Classrooms/Scheduling/>

### Getting Help and Reporting Problems

<http://clc.its.psu.edu/SendMail/hotline.aspx>

### Faculty Learning Opportunities

<http://its.psu.edu/training/>

<http://digitalcommons.psu.edu/>

### Assistive Technology & Physical Access

<http://clc.its.psu.edu/AssistiveTech/>

### Student Response Systems

<http://clc.tlt.psu.edu/classrooms/prs/>

### Using Personal Laptops

<http://clc.its.psu.edu/Authentication/>

### Specialized Software Installation

<http://clc.its.psu.edu/labs/Instruction/>

### File Storage Options

<http://clc.its.psu.edu/DiskSpace/>

### Collaborative Learning Spaces

<http://tlt.its.psu.edu/learningspaces/about.html>

### Podcasts at Penn State

<http://podcasts.psu.edu/>

### Penn State Testing Center

[www.testing.psu.edu/](http://www.testing.psu.edu/)



PENNSSTATE



### Office for Undergraduate Education

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University Park, PA 16802-2602

Phone: 814-865-7521

Fax: 814-863-7277

<http://cas.psu.edu>

ThinkAgain

## COLLEGE &

## ACADEMIC CALENDAR

### FALL 2009

December 11	Classes End
December 12 - 13	Study Days
December 14 - 18	Final Exams
December 19	Commencement

### SPRING 2010

January 11	Classes Begin
January 11—20	Drop/Add Period
January 18	No Classes (MLK Day)
March 8—12	No Classes (Spring Break)

