



OFFICE FOR UNDERGRADUATE EDUCATION

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Application Process for Prospective Ag Advocates

Applications for Ag Advocates are available at <http://agadvocates.cas.psu.edu>.



tural Sciences. The Ag Advocates are a vital constituent in assisting the College in the recruitment and retention of highly qualified students. The Advocates work closely with the Office for Undergraduate Education and have the opportunity to develop communication skills, network with professionals and establish working relations with college and university faculty, students, staff and administrators across the Penn State system.

Application packets are due February 20, 2012 by 5:00 PM.

The Advocates are a select group of undergraduate students in the College of Agricul-

tural Sciences. The mission of the organization is to create an awareness of the academic programs and career opportunities in or related to food, agriculture, and the natural resource sciences. Advocates assist with prospective student visits to campus, open houses, orientation programs, Alumni functions, and also travel the commonwealth to visit high schools and Penn State campuses.

Gamma Sigma Delta Research Expo

Wednesday-Thursday, March 14-15, 2012
Location: Life Sciences Gateway Bridge
Deadline to submit online: February 24, 2012



This annual Expo provides both graduate and undergraduates with the opportunity to share their research with a larger audience -- those not in the same areas of professional interest. The Expo's purpose is to communicate the value of science to a general audience in terms that the public can understand, and to those in other areas of professional interest.

Undergraduate and graduate students advised by a faculty member in the College of Agricultural Sciences are eligible to participate. About \$3700 in prize monies will be awarded.

Complete the online form and submit by **5:00 PM, Friday, February 24**. For more information, contact Dr. Patreese Ingram at pd11@psu.edu.

Online entry form available at: <http://agsci.psu.edu/gsd/forms/research-expo/research-expo-form>



Early Progress Report Reminder for Instructors and Advisers

The Early Progress Report (EPR) system was designed to replace the paper-based "Mid-semester Report" system and is required for all first-year students in your classes. The College wants 100% compliance with this program so students don't get the false sense that their grades are satisfactory because they did not receive an EPR!

How EPR Works

The EPR has three groups of participants: faculty, students and advisers. Each one has an important part to play.

Faculty:

Role: Provide feedback to students on their performance as early in the semester as possible.

Steps:

1. Instructors with first-year students receive an email the 1st day of the 3rd week of the semester.
2. Instructors log on to eLion, select "Early Progress Report" from the left menu and follow the instructions to indicate which students are not performing in a satisfactory manner.
3. A reminder email will be sent on the 1st day of the 5th week of the semester reminding instructors they need to complete the report. Instructors must enter the report through eLion.

Students:

Role: Review EPR and take any necessary actions based on the information it provides. The report will be available through the seventh week of classes.

Steps:

1. Students will receive an email when an instructor indicates he or she is not performing well in a course.
2. Students log on to eLion, select "Early Progress Report" from the left menu and receive all the reports submitted by instructors.
3. Students should review the information, access resources referenced in the report, and meet with the instructor or his or her adviser as necessary.

Advisers:

Role: Review reports on advisees and help them seek the resources they need to be successful. The reports will be available for the duration of the semester.

Steps:

1. Advisers will receive an email when an instructor indicates that one of his or her advisees is not per-

forming well. Advisers may use eLion to turn off this notification.

2. Advisers log on to eLion, select "Early Progress Report" from the left menu, select a student from their advisee list or by entering the student's PSU ID or user id, and review the reports.

Follow the instructions you will receive in an email from the Registrar's Office to complete your EPR's through eLion between **January 23 and February 20**.

Entrance to Major Process

The entrance to major process is currently in progress for our sophomore students (students in the spring 2012 pool). The deadline for students to confirm their major is February 10 and the Registrar's office is sending email reminders to students who have not yet confirmed their choice of major. Although we have only a couple of majors that require anything more than a 2.0 CGPA and 27.1 credits, it is important for students to complete this process so they will be automatically changed into their desired majors.

You can help, and it's easy! Just go to eLion and select "Adviser Control" from the menu on the left (don't forget that you must log on as "Adviser" on eLion and not as "Faculty"). Your list of advisees will appear on the page. Under the box with this list, click the button titled "Select other options." The next screen gives you options as well, and you should select "Go to Advanced Settings." Scroll down on this new page to see selection criteria for finding various "types" of students. Put "sp12" in the box titled "Entrance to Major Sem" on the right side of the page and click the box toward the bottom of that column titled "ETM not confirmed." Next, click the button "Display list with selected settings." You will now see a list of advisees who have not yet confirmed their choice of major. Use the "E-mail Advisees" module to send these selected students a reminder email to complete the ETM process on eLion ("Entrance to Major" on their menu) by February 10. Some students ignore notices sent by the Registrar's office but are more likely to attend to a message sent by you.

Meet Erin Mullen, Coordinator of Experiential Learning and Career Services

Students interested in internships and fulltime employment now have an exciting new resource in the College of Agricultural Sciences. The Office for Undergraduate Education is excited to announce a new addition, Ms. Erin Mullen. Erin will serve as the Coordinator of Experiential Learning and Career Services. She will focus her time on linking students with employees and internship opportunities.

She is excited to begin her new role; spending part of her time working directly with undergraduate students and part with potential employers and internship coordinators. Erin has been directly involved in the Career Services Industry for numerous years and is excited to begin her involvement with the College

of Agricultural Sciences. Erin stated, "I would love to have an open door policy where students can stop in 110 and use the Career Database."



Working with the students is one of the parts of the job she is truly looking forward to. Ms. Mullen will be organizing the Career database and coordinating resume editing workshops and mock interviews. If you are interested in meeting with Ms. Mullen, feel free to contact her at 814-865-7522, emullen@psu.edu or to stop by 110 Agricultural Administration Building.

Student Recruitment and Enrollment Committee Schedule



The Student Recruitment and Enrollment Committee (SREC) will meet on the following dates, times, and locations Spring 2012:

February 15	2:30-3:30 PM, 432 Food Science Building
March 21	9-10:00 AM, 214 Ferguson Building
April 18	2:30-3:30 PM, 432 Food Science Building

Undergraduate Program Coordinator Meeting Schedule

The Spring 2012 Program Coordinator Meetings are scheduled at **1:30-3:00 PM** on the following dates and locations:

Monday, January 23	Room 118 ASI
Tuesday, February 21	Room 504 ASI
Monday, March 26	Room 118 ASI
Tuesday, April 24	Room 504 ASI
Monday, May 21	Room 504 ASI

Meeting notices with 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
Megan Marshall	B E
Jude Liu	A S M
Kate Butler	AGECO
Les Griel	VB SC
Harold Harpster	ANSCI
Leland Glenna	CED
Rob Shannon	E R M
Stephanie Doores	FD SC
Ellen Manno	FORSC, W F S, and W P
Dennis Decoteau	HORT
James Howell	IID and TOX
Dan Stearns	LSCPE
Andrew Mc Nitt	TURF & TURF (WD)



Nominations for the Presidential Leadership Academy

Nominations requested to identify students who may be candidates for the Presidential Leadership Academy's fall 2012 class.

The Academy is a three-year leadership development opportunity for a select group of students. Through the Presidential Leadership Academy, students will develop leadership fundamentals to thrive in an environment in which multiple dimensions of an issue are explored, diverse viewpoints are welcomed and heard, and a fully informed and respectful discourse ensues that leads to sound action. The curricular and extracurricular opportunities available through the Academy lead to further development of critical thinking abilities necessary for leaders to implement decisions with sensitivity to the circumstances that led them and the flexibility to rethink decisions and even change course along the way. A highlight of the Academy is a one-credit introductory seminar led by the President of the university.

Interested students may apply for membership in the Academy, or they can be nominated by members of the university community. Given the likelihood that you may come in contact with current first-year students who may be interested in the Academy, you are invited to nominate any current students you feel would benefit from this kind of experience. You may complete the formal nomination on this Web site: <http://www.academy.psu.edu/>

Please note that the only requirements necessary for nominations are:

- ◆ Current status as a first-year student
- ◆ Demonstrated leadership skills, either in or outside the classroom
- ◆ Minimum GPA of 3.2

Deadline for receipt of nominations is **Tuesday, February 14, 2012**. Students nominated for the Academy will be asked to complete the application process, which includes a resume, one essay question, and two letters of recommendation.

Excellence in Academic Advising Award — Call for Nominations

Nominations may be submitted by the College of Agricultural Sciences alumni, faculty members, students, and administrators. The selection will be based on the quality of nominating materials, rather than quantity. Each nomination should be submitted in the following format:

1. A one-page document giving biographical (personal and academic) information. Appropriate material might include the nominee's advising schedule within the last three years and the nominee's academic history and accomplishments.
2. A one-page document supporting the candidate in the three areas outlined in the selection criteria above, with an emphasis on advising effectiveness.

3. Additional material from students, alumni and faculty which supports the nomination. This additional material shall be limited to no more than five letters from current students, no more than five letters from alumni, and no more than five additional letters. The emphasis should be the effectiveness of advising and the positive influence of the advisor on students.

View nomination information online at: <http://agsci.psu.edu/alumni/awards/college/academic-advising/nomination-information>

Nominations must be received by the College of Agricultural Sciences Alumni Society Director, Naomi Knaub, 223 Ag Administration Building, by **Friday, March 11, 2012**.

College Curricular Corner

The College's Instruction and Curriculum Affairs Committee reviews curriculum proposals submitted by units within the College of Agricultural Sciences for eventual approval by the Faculty Senate. This committee meets regularly throughout the fall and spring semester. A complete list of committee meeting dates are listed below. Instructions on how to submit proposals, who your unit representatives are, etc. Are online at: <http://agsci.psu.edu/faculty-staff/teaching-and-learning/college-resources/icac>.



The following proposals were reviewed at the January 12, 2012, College Instruction and Curricular Affairs Committee (ICAC) Meeting. See your ICAC unit representative for more information.

Course of Program	Course #	Type of Action	Type of Review	Action
FOR	201	Add	New	Approved
FOR	440	Change	New	Approved
FOR	448Y	Change	New	Approved
AYFCE	470	Change	New	Revisions and another review needed
AGBIO	594	Add	Review	Approved with minor revisions

Revisions have not been received on the following previously reviewed proposals: R SOC 420, AGRO 518, ANSC 127

College of Agricultural Sciences

Instruction & Curricular Affairs Committee Calendar 2011-2012

Proposals Due to College Administrator in CSCS system**	Send to ACUE Deans (if necessary) Post in ANGEL & notify committee for review	College Curricular Affairs Committee Meeting Dates and Location	Revisions Due back in CSCS and begin final approval process	*Proposals due to Faculty Senate	*Curriculum Report Publication Date (on Blue Sheets for 30 days)	*Senate Committee Curricular Affairs (SCCA) all day meeting
Friday Dec. 16, 2011	Dec. 19-20-21	Thurs. Jan. 12, 2012 1:30 -3:00 p.m. Rm 244 Ag Eng. Bldg.	Jan. 20, 2012	Feb. 3, 2012	for the Feb. 21, 2012 Issue	March 13, 2012
Friday Feb. 3, 2012	Feb. 6-7-8	Thurs. Feb. 23, 2012 1:30 -3:00 p.m. Rm 244 Ag Eng. Bldg.	March 2, 2012	March 23, 2012	for the April 10, 2012 Issue	April 24, 2012
Friday April 6, 2012	April 9-10-11	Thurs. April 26, 2012 1:30 - 3:00 p.m. Rm 244 Ag Eng. Bldg.	May 18, 2012	TBD	Issue TBD	Meeting TBD

Course proposals need to be completely through all CSCS consultation and ready to be sent to the college administrator (K. Pletcher, email: kjs8@psu.edu) by this date to be reviewed at the college committee meeting. Also, a PDF of your proposal must be sent to the college administrator by this deadline. **Hard Copies are not required for the course proposals. A Hard Copy original is only required for the Program Proposals (since they are NOT available via CSCS yet). Once your proposal has passed through the College's Instruction and Curricular Affairs Committee review process, the appropriate hard copies will be made by the college administrator and sent to the Faculty Senate for their review process.

* Dates posted by Faculty Senate.
Senate Newsletters are posted to their website at: http://www.senate.psu.edu/senate_activity/newsletters.htm

2012 Undergrad Exhibition

Tuesday April 3 and Wednesday, April 11

University Park Campus

Performance Session

Tuesday evening, April 3
7:30 p.m.
Esber Recital Hall, Music Building I

Poster Sessions

Wednesday, April 11
9:30 AM - 2:00 PM
HUB-Robeson Center

Awards Ceremony

4:00 PM
HUB-Robeson Center

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 will be held April 3 and 11, 2012 and is open to the public.

Posters may be entered in the arts and humanities (including visual arts), engineering, health and life sciences, physical sciences, public scholarship, and social and behavioral sciences (including business) or as course-based projects in any discipline. Public scholarship entries may also be considered simultaneously in another category. See [poster guidelines](#) for additional information.

Entries for the 2012 Undergraduate Exhibition may be submitted by **March 2, 2012**. Entry forms must be printed, signed by the project adviser, and submitted to the Office of Undergraduate Educations.

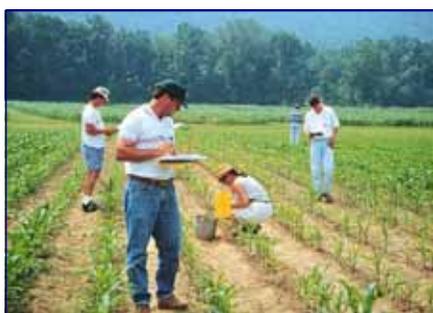
Questions about the Undergraduate Exhibition should be directed to Dr. Mary Beth Crowe, Assistant Vice President and Assistant Dean for Undergraduate Education, 417 Old Main, phone: 814-863-1864, email: mbc5@psu.edu

For more information, visit: <https://undergradresearch.psu.edu/exhibition/index.cfm>



2012 Undergraduate Discovery Summer Grants

The Office of Undergraduate Education established the Undergraduate Discovery Summer Grants program to help students take advantage of Penn State's research environment. Supported by an endowment from the Penn State Alumni Association and funding from the Vice President and Dean for Undergraduate Education, the purpose of these grants is to promote faculty/undergraduate collaboration as students engage in original research, scholarship, and creative work during the summer under the direct supervision of a faculty member.



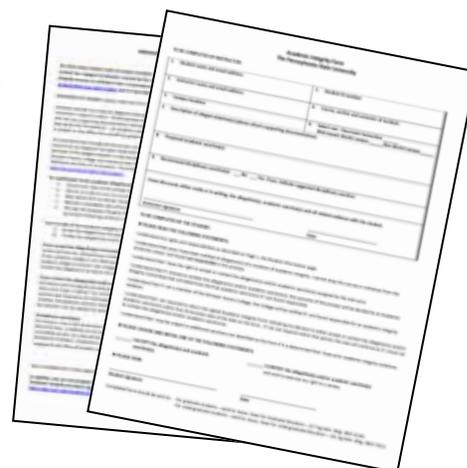
Student-initiated projects in the sciences, engineering, social sciences, humanities, and arts are intended to provide experience in all facets of the research, scholarship, or creative processes. This includes conceptualization of a question or focus, proposal writing, identification and implementation of methods, and communication of results (reporting, exhibition, or performance). Projects should be primarily the student's own work; although the project may be related to the supervising faculty member's research or scholarly interests, it should not simply provide assistance to faculty work.

Each grant is in the amount of \$2,500 and may be used to cover living expenses and project costs (supplies, materials, books, specialized software, travel for the purpose of data collection, etc.). (Note: Funds will be deposited to student accounts and therefore may have an impact on student aid or be applied to outstanding charges.) Twenty grants are available through the Office of Undergraduate Education for summer 2012. Additional Discovery Grants may be funded through college support.

[Applications](#) must be submitted by **5:00 p.m. Friday, February 10, 2012**, to the Office of Undergraduate Education, 417 Old Main. **NO LATE APPLICATIONS WILL BE ACCEPTED.** For more information, visit: https://undergradresearch.psu.edu/summer_discovery/index.cfm

New University Academic Integrity Form

The University has moved to a common, two-page Academic Integrity form beginning this semester, Spring 2012. The first page of this form is informational and outlines the process for both the student and the faculty member. The second page is the actual form. This new form is now available on College Faculty/Staff website under Teaching and Learning – College Resources (<http://agsci.psu.edu/faculty-staff/teaching-and-learning/college-resources>).



Spring 2012 Commencement — Mark Your Calendars

The College of Agricultural Sciences Spring 2012 Commencement exercises will be at Eisenhower Auditorium of **Saturday, May 5th at 9:00 AM**. Watch for more details!

PENNSTATE



Office for Undergraduate Education

College of Agricultural Sciences
The Pennsylvania State University
101 Agricultural Administration Building
University Park, PA 16802-2602

Phone: 814-865-7521
Fax: 814-863-7277
<http://agsci.psu.edu>

ThinkAgain

SPRING 2012 COLLEGE & ACADEMIC CALENDAR

March 4-10	Spring Break—No Classes
April 6	Late Drop Deadline
April 27	Withdrawal Deadline
April 27	Classes End
April 30-May 4	Final Exams
May 4-6	Commencement

