



Undergrad Ed Updates

VOLUME 16, ISSUE 2

SEPTEMBER 2012

OFFICE FOR
UNDERGRADUATE
EDUCATION

INSIDE
THIS ISSUE:

- Advising Corner 2
- Fall Open House 2
- Ag Leader & Post College Opportunities 3
- Student Organization Success for Advisors 3
- Program Coordinator Meeting Schedule 3
- Ag Career Day 4
- OUE Campus Visits 4
- Curricular Affairs Calendar 5
- SREC Meetings 5
- Ag Sciences at Walt Disney World 6
- Calling All Agripreneurs 6
- FERPA Information 7
- Ag Future of America 7
- Equity and Inclusion 8
- 2012 CAS Teaching Recognition & Awards 9
- 2012 CAS Teaching Recognition & Awards 9

Fall College Info and Club Fair

The 2012 College Info and Club Fair will be held Wednesday, **September 5, from 11:00 AM – 2:00 PM** on the grassy area behind the ASI greenhouses and across from the Creamery patio.

The purpose of the info fair is to introduce our College students new to University Park to college academic programs and clubs, organization and society opportunities. All academic programs and Department clubs, or-

ganizations and societies are invited to exhibit. Creamery ice cream will be served. In the event of intense rain, the event will be held the following day, Thursday, September 6.



Any questions or concerns, please contact Marianne Fivek in the Office for Undergraduate Education at mafivek@psu.edu.

Request Funds for Student Activities

Fall 2012 Semester: Proposals are due September 14, 2012

Spring 2013 Semester: Proposals are due December 7, 2012

New forms and revised procedures are in place for the 2012-2013 academic school year.



It is important to carefully follow new procedures and accurately complete the forms to ensure the proposal will be reviewed and considered for funding.

For details and proposal forms, go to <http://students.cas.psu.edu/RequestingFundsforStudentAct.htm>

Early Progress Reports

It won't be long before all instructors will be asked to do early progress reports for first-year students in their courses. Watch your email and eLion messages for this semester's deadline to submit these reports and let's try to have 100% compliance this semester.



These reports give instructors AND advisers an opportunity to touch base with their students who are struggling to give some extra help and advice.

Master Advisor Program

A team of faculty and staff advisers from the College of Agricultural Sciences has been working to create a Master Advisor Program since 2009 and is now ready to roll the program out to all advisers in the College. After collecting data from faculty, staff and students, the team (Stephanie Doores, Nancy Dre-

schel, Daniel Foster, James Hilton [now retired], James Howell, Terry Musser and Jana Peters) is in the process of developing a comprehensive Website that will help faculty and staff advisers find the information and resources they need to be effective academic advisers as well as tools for developing and measuring competence for each identified skill or attribute.

Members of the team will be meeting with faculty and staff from every department throughout the fall to demonstrate the program and discuss the advantages and rewards for developing solid advising skills. The current teaching awards program for the College will be expanded to include awards for excellence in academic advising and faculty will have an instrument, similar to the SRTE, to measure advising effectiveness as evidence for their annual review.

Please plan to attend a Master Adviser program in your department, coming soon!

Parent & Family Weekend Activities

September 29, 2012

Please come and see wildlife displays, make a corsage, get a henna tattoo, or see the Woodsmen Team and the tree climbing students in action for Parent & Family Weekend on **Saturday, September 29** from 11:00 am – 1:00 pm!!

Join faculty, staff, students and volunteers from the Associate Dean's Office, the College's Office of International Programs, the College's Alumni Society, and various academic departments to discuss exciting educational opportunities for students in the College of Agricultural Sciences.

All activities will take place in and around the lobby of ASI Building. Light refreshments will be served. Please encourage your students and their families to come!!

IMPORTANT DATES!

Ag Career Day

Tuesday, Oct. 16th

9 AM to 4 PM

Bryce Jordan Center

College of Ag Sciences

Scholarship Banquet

Thursday, October 25th

5:30 PM

Penn Stater

Conference Center

Becoming an Agricultural Leader & Post College Opportunities

The Collegiate Farm Bureau Club invites you to attend a forum about current agricultural issues, employment opportunities after graduation, and the importance of becoming an agricultural leader. This panel discussion will take place on **Thursday, September 13th** in 101 ASI at 5:45 p.m. Plan to arrive by 5:30 p.m. for refreshments.

Our guest speakers will be Ag Trustees Carl Shaffer, President of Pennsylvania Farm Bureau, and Keith Eckel, Chairman of the Nationwide Insurance Board. Hope to see you there! For additional information contact [Ryan Cochran](#)

Annual Fall College Open House

The College will hold its annual fall open house for prospective students and families on **Monday, October 8**. The events get underway at the HUB auditorium at 8:45 AM. After the college Overview and information on Undergraduate Admissions and student Aid, prospects choose to attend an

academic information session. Select facility tours are offered to participants throughout the day. Check in with your Department Program Coordinator(s) and see how you can become involved. Information and registration is posted the College website: <http://www.cvent.com/d/8cqW2n>.

This event typically draws close to a hundred families. Thank you in advance for your participation.

Contact Marianne Fivek ma-fivek@psu.edu for additional information.

Student Organization Success for Advisors

Reminder to plan to attend the Student Organization Success for Advisors session on **Friday, September 7, 2012**, from 1:30-3:30 PM in 133 Food Science Building. The following representatives will tentatively be in attendance: Center for Student Engagement, Associated Student Activities (ASA), Center for Student Activities and Programming (CSA&P), Contracts and Risk Management, HUB Events Management, Office of the Physical Plant, University Park Allocation Committee and Penn State Police Services. This information session is being co-sponsored by the College of Agricultural Sciences and the Center for Student Engagement. Please feel free to come and go as your schedule permits

Announcing Fall 2012 Undergraduate Program Coordinator Meeting Schedule

The Fall 2012 Program Coordinator Meetings have been scheduled on the following days, **1:30-3:00 PM**:

- ◆ Monday, **September 17**, Room 118 ASI
- ◆ Tuesday, **October 23**, Room 118 ASI
- ◆ Monday, **November 19**, Mann Assembly Room, Paterno Library
- ◆ Wednesday, **December 19**, 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
Dennis Decoteau	HORT
Stephanie Doores	FD SC
John Ewing	AEE and AG SC
Tarrah Geszvain	AGECO
Les Griel	VB SC
Leland Glenna	CED
Pamela Hankey	IID
Jude Liu	A S M
Ellen Manno	FORSC, W F S, and W P
Megan Marshall	B E
Robert Mikesell	ANSCI
Rob Shannon	E R M
Dan Stearns	LSCPE
Jack Vanden Heuvel	TOX
Andrew Mc Nitt	TURF

Backpack to Briefcase

2012 Ag Career Day

Additional Companies Are Needed to Attend Ag Career Day on October 16, 2012!



Date: Tuesday, October 16, 2012
Time: 9:00 AM to 4:00 PM
Location: The Bryce Jordan Center

We are in need of additional businesses and industries to attend the College of Agricultural Science’s annual Ag Career Day. Please take a few moments and review the list of the businesses that are registered ([Employers Attending 2012 Ag Career Day](#)). Are you able to identify businesses that would provide internships and/or careers for students in your major? Are there opportunities for your students?

Companies have been directed to visit the College of Agricultural Sciences Business and Industry web site, <http://agsci.psu.edu/business/recruitment>. We still have plenty of room. Registration and more information about the event is available online at the Ag Career Day cVent site: <http://agsci.psu.edu/students/opportunities/ag-career-day>

We request that you encourage industries and organizations that you work with to participate in Ag Career Day. You may direct them to the web site or contact [Denise Connelly](#) if you would like Ag Career Day information sent to specific industries. Please mark the date on your calendars and fall course syllabuses, and encourage your students and industry connections to attend!

Office for Undergraduate Education Campus Visits

Once again the Office for Undergraduate Education will hit the road and visit several Commonwealth campuses this fall. Department participation is welcome! If you or a colleague would like to jump on the van, please email Debbie Little, dxm16@psu.edu.

- | | |
|------------------------------|-----------------------------|
| Friday, September 28 | Penn State Hazleton |
| Monday, October 1 | Penn State DuBois |
| Wednesday, October 10 | Penn State Altoona |
| Friday, October 12 | Penn State Mont Alto |
| Wednesday, October 24 | Penn State Berks |



College of Agricultural Sciences

Instruction & Curricular Affairs Committee Calendar 2012-2013

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 Aug. 3, 2012	Aug. 6-7-8	Thurs. August 23, 2012 1:30 -3:00 p.m. 244 Ag Eng. Bldg.	Aug 31, 2012	Sept. 14, 2012	for the Oct. 2, 2012 Issue	Oct. 16, 2012
Friday Sept. 7, 2012	Sept. 10-11-12	Thurs. Sept. 27, 2012 1:30 -3:00 p.m. 244 Ag Eng. Bldg.	Oct. 12, 2012	Oct. 26, 2012	for the Nov. 13, 2012 Issue	Dec. 4, 2012
Friday Oct. 26, 2012	Oct. 29-30-31	Thurs. Nov. 15, 2012 1:30 -3:00 p.m. 244 Ag Eng. Bldg.	Nov. 30, 2012	Dec. 14, 2012	for the Jan. 15, 2013 Issue	Jan. 29, 2013
Friday Dec. 14, 2012	Dec. 17-18-19	Thurs. Jan. 17, 2013 1:30 -3:00 p.m. 244 Ag Eng. Bldg.	Jan. 25, 2013	Feb. 6, 2013	for the Feb. 19, 2013 Issue	March 12, 2013
Friday Feb. 8, 2013	Feb. 11-12-13	Thurs. Feb. 28, 2013 1:30 -3:00 p.m. Room TBD	March 8, 2013	March 22, 2013	for the April 9, 2013 Issue	April 23, 2013
Friday April 5, 2013	April 8-9-10	Thurs. April 25, 2013 1:30 - 3:00 p.m. Room TBD	May 13, 2013	May 24, 2013	for June 11, 2013 Issue	August 20, 2013

* Dates posted by Faculty Senate.

Course proposals need to be completely through all CSCS consultation and ready to be sent to the college administrator (K. Pletcher) by this date to be reviewed at the college committee meeting. **Hard Copies are not required for the Course Proposals submitted via CSCS. Once a course proposal has passed through the College's Instruction and Curricular Affairs Committee review process and been approved for submission to the Faculty Senate, the appropriate hard copies will be made by the college administrator and sent to the Senate for their review process. **A Hard Copy original and a PDF copy is required for all Program Proposals**—since they are NOT submitted via CSCS yet.

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

Fall 2012 Student Recruitment and Enrollment Committee (SREC)

The Student Recruitment and Enrollment Committee (SREC) meetings have been scheduled on the following dates at **9:00-10:00 AM** in the conference room of 101 Ag. Administration Building.

- ♦ Wednesday, September 12
- ♦ Wednesday, November 7
- ♦ Wednesday, October 3
- ♦ Wednesday, December 5

Agricultural Sciences at Walt Disney World®

The Agricultural Sciences Professional Internship Program is designed to provide qualified college students with the opportunity for hands-on work experience in the unique growing areas that are part of *Living with The Land*, an agricultural attraction at *Epcot*®

Responsibilities:

In addition to maintaining the show quality of our growing areas, aquaculture systems and biotechnology lab, interns will spend a significant amount of time leading informative and interactive Guest tours through our facilities, along with promoting and selling these tours. Additional training sessions, classes and meetings will be scheduled throughout the semester. Other duties vary by discipline:

Aquaculture—Operate a recirculating freshwater aquaculture facility. Monitor filtration systems and water quality, assist in diagnosis and control of disease, and raise fish to marketable size for *Walt Disney World*® restaurants.

Biotechnology—Maintain a tissue culture production facility. Prepare media and culture a wide variety of plants. Then, collect, package and deliver the tissue-cultured plants to *Epcot*® merchandise locations.

Entomology—Become an integral part of The Land's Integrated Pest Management program. Rear and maintain insect colonies, release beneficial insects into greenhouse crops, and maintain entomology-related shows.

Plant Science—Maintain a high-quality show of hydroponically-grown food crops from around the globe. Seed, transplant, irrigate and prune plants; harvest produce for *Epcot*® restaurants; rake, sweep, and provide general cleanup of greenhouses.

Internship Schedule:

Winter/Spring 2013: December 28, 2012—June 23, 2013

Summer/Fall 2013: June 14, 2013—January 12, 2014

Winter/Spring 2014: January 2, 2014—June 29, 2014

Minimum Requirements:

- College student or recent graduate (must complete internship within one year of graduation) with background and/or major in agriculture, plant science, horticulture, biology, biotechnology, entomology, aquaculture, education, or related field.
- Team player with demonstrated verbal communication skills and the ability to interact positively with both *Walt Disney World*® Guests and fellow Cast Members.
- Demonstrated work ethic, reliable transportation, and willingness to work on a flexible schedule.
- Willingness and ability to adhere to the *Walt Disney World*® personal appearance standards.

Completed application packet (see step one below) and phone interview with an Agricultural Sciences Cast Member two to 12 months before desired starting date.

Application Process:

Step One

Email a cover letter (indicating the internship and term for which you are applying along with your anticipated graduation date), your resume, transcripts, and one letter of recommendation (from a professor or employer) to wdw.epcot.science.internship@disney.com.

Step Two

Go to <http://disneyinterns.com>. Select "Internship Areas." Select "Operations/Travel." You'll find more info under the "Sciences/Horticulture/Zoology." Click on the internship(s) of your choice and fill out the application(s). Call or email with any questions.

Tel: (407) 560-7256

Fax: (407) 560-6793

Email: wdw.epcot.science.internship@disney.com

Calling All Agripreneurs!!!

If you are looking for a team or would like to find a team to join, come out to one of the Meet and Greets on Wednesday, September 5th from 6:00 p.m. - 7:30 p.m. in 107 Forest Resources -or- Monday, September 10th from 6:00 p.m. - 7:30 p.m. in 105 Forest Resources (refreshments will be provided). The team-sign up deadline is Friday, September 14th at 5:00 p.m. To sign up or for more information visit <http://agsci.psu.edu/entrepreneur> or contact [Dr. Mark Gagnon](mailto:Dr.Mark.Gagnon).



FERPA Information from Senate Newsletter

The following announcement on FERPA was provided by Karen Schultz, University Registrar.

Questions may be directed to Karen at kls2@psu.edu.

The Family Educational Rights and Privacy Act **FERPA** is a federal regulation enacted in 1974 that protects the privacy and confidentiality of student education records. Under FERPA, institutions may not release a student's education record without prior consent of the student, except in limited circumstances.

All faculty members have responsibility for understanding and abiding by FERPA in their interactions with students and with student education records. In order to assist, the Office of the University Registrar has developed an online tutorial and quiz available to all Penn State employees through ANGEL. For instructions on accessing the tutorial, please visit http://www.registrar.psu.edu/staff/ferpa_tutorial/ferpa_tutorial.cfm.

Agriculture Future of America — Opportunity to Build Leadership Skills



Encourage full-time undergraduates in the College of Agricultural Sciences to apply for **corporate sponsorship** to attend the Agriculture Future of America (AFA) Leaders Conference **November 1-4, 2012**, in Kansas City, Missouri.

The **corporate sponsorship** includes conference registration, lodging and all meals. The Office for Undergraduate Education will offer a limited number of travel grants to attend the conference for anyone who receives a corporate sponsor.

AFA is committed to helping individuals who are passionate about agriculture develop their talent and to become the human capital organizations desire to hire. Freshmen thru seniors are eligible to apply.

The annual AFA Leaders Conference is a three-track program designed to offer college men and women three different personal and professional development opportunities spread across and matched to their years in college. Track 1 program is designed for freshmen and focuses on assessment and the de-

velopment of fundamental skills crucial for success in college and career. Track 2 program is designed for sophomore/ juniors and focuses on communication skills and preparing for employment. Track 3 program prepares junior/seniors to live and work in a global market. Sessions include managing personal change, stress management and preparing for employment.

For additional information and application procedures refer to the Agriculture Future of America website (<http://www.agfuture.org/s/1342/start.aspx>) and select the Leaders Conference Tab.

Deadline to apply (directly at AFA website) is September 7. Applicants will be notified by AFA by September 21. If you are selected to receive a corporate sponsorship you are encouraged to apply to the Office for Undergraduate Education for a travel grant to attend.

Procedure to apply for travel grant is as follows: Submit cover letter stating interest in attending AFA and what you hope to gain and resume to **Marianne Fivek, 101 Ag Administration Building, by 5:00 PM, Tuesday, September 25, 2012.**

College Instruction and Curricular Affairs Committee

Summary from April, July, and August 2012 meetings

Course or Program	Course #	Type of Action	Type of Re-view	*Action Taken
AGECO	461	Change	New	Approved with minor revisions
AGECO	154	Add	New	Approved with minor revisions
AGECO	427	Add	Re-review	Approved with minor revisions
AGECO	Major	Drop	New	Approved
AN SC	Major	Change	New	Revisions needed and will be reviewed again at Oct ICAC Mtg.
AN SC	400, 442	Drop	New	Approved
AN SC	211, 301, 405, 407, 410, 413, 417, 427, 437, 450	Change	New	Approved with minor revisions
AN SC	415	Add	New	Approved with minor revisions
AN SC	457	Change	New	Approved
AYFCE	439	Drop	New	Approved
ESOIL	Minor	Change	New	Approved with minor revisions
FOR	303	Add	New	Approved
FOR	403	Add	New	Approved
HDNRE	530	Add	New	Approved with minor revisions
HDNRE	531	Add	New	Approved with minor revisions
HDNRE	532	Add	New	Approved with minor revisions
HORT	Major	Drop	New	Approved
PLANT	Major	Add	New	Approved
TOX	Major	Change	New	Approved
TURF	Major	Change	New	Approved
VB SC	409	Add	New	Approved with minor revisions

*After our college committee review and approval process, all proposals will then need to move forward through the Faculty Senate or Graduate School review and approval cycles.

Equity and Inclusion: Successfully Navigating the Promotion and Tenure Process



An annual pre-tenure symposium sponsored by the **President's equity commissions** and hosted by the University Libraries

Friday, October 26, 2012

9:00 a.m. – 3:15 p.m.

Paterno Library, University Park Campus

Plenary Session

The Evolving Face of Academia

Large Group Sessions

- Teaching/classroom strategies
- Assertiveness: Asking for what you need and getting smart about service

Panel Session

Funding and publishing your research

Concurrent Sessions

- Work-life balance
- Publishing about diversity issues
- Commonwealth campus concerns
- International faculty concerns

Closing Address

Strategies for moving forward: The importance of mentoring

Registration is open, at no cost, to members of the Penn State community. To register, contact Kathy Putt at 814-863-7696 or kmr3@psu.edu by Friday, September 28, 2012.

2012 College of Ag Sciences Teaching Recognition and Awards

To recognize and promote excellence in teaching, we invite you to nominate faculty (tenured, tenure-track, and instructors) from your units for our three college-wide award programs: The *Community of Teaching Excellence Award* (est. 2000), and the *NACTA Teaching Award of Merit* (reinstated in 2007) and the *Paul R. and Joan M. Shellenberger Award for Excellence in Undergraduate Teaching* (est. 2010).

Nominations and applications are based on accomplishments during the past academic year (comprising the summer, fall, and spring semesters of 2011-12) in formal undergraduate and graduate instruction, including resident instruction and online instruction.



The *Community of Teaching Excellence Award* is offered solely through the college and can have multiple recipients on any given year. This recognition can also be received by an individual for multiple years, potentially leading to the induction of the individual into the Academy of Teaching Excellence.

The *NACTA Teaching Award of Merit* is awarded by the college to one individual each year as part of our institutional membership in the NACTA Association. In an attempt to properly recognize and encourage excellence in teaching in faculty early in their careers, tenure-track faculty and instructors with less than five (5) years of teaching experience at Penn State will be considered for the *NACTA Teaching Award of Merit*.

The *Paul R. and Joan M. Shellenberger Award for Excellence in Undergraduate Teaching* is awarded by the college to one individual for one aca-

ademic year. This award is to honor and recognize a full-time instructor who is an outstanding teacher contributing significantly to undergraduate education in the College of Agricultural Sciences. Consideration for this award shall be given to all full-time instructors with teaching appointments (non-tenure and not on tenure track) in the College of Agricultural Sciences.

Complete nomination packets for these teaching awards are available from your Unit Leader and must be submitted to Tracy S. Hoover, Interim Associate Dean for Undergraduate Education, College of Agricultural Sciences, 101 Ag Administration Bldg. by **5:00 PM on Friday, October 19, 2012.**

Please feel free to contact Tracy Hoover (tsh102@psu.edu or 865-7521) if you have any questions. All programs carry financial award and recognition.

PENNSSTATE



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

FALL 2012 COLLEGE & ACADEMIC CALENDAR

- | | |
|------------------|-----------------------------------|
| September 28-30 | Parents & Families Weekend |
| October 1-21 | Final Exam Conflict Filing Period |
| November 16 | Late Drop Deadline |
| November 18 - 24 | Thanksgiving Holiday - No classes |
| December 14 | Classes End |
| December 15 - 16 | Study Days |
| December 17 - 21 | Final Exams |
| December 22 | Commencement |

