

**Meeting Minutes****January 26, 2011****443 Food Science Building, 1pm to 2:15pm**

**Members:** Sara Ashcraft, Terri Cravener, Rhonda Demchak, Scott Harkcom, Tiffany Hoy, John Pecchia, Kim Ripka, Cathy Walker, Travis Waltz, Donna Warner

Chairwoman: Sara Ashcraft called the meeting to order at 1 pm.

**New Business:**Meeting with the Dean*ACTS Program*

The money for the ACTS Program comes from the central budget. Central has a budget of \$30,000-40,000 yearly for salary differential.

*Ag Futures Implementation*

This process was started to develop a strategy of where we want to be as a college of Ag Science for the future. So when the Core Council review process was completed they gave these instructions:

- Consolidate academic units

- Reduce/remove under-enrolled courses

- Participate in university-wide reorganization of life sciences graduate programs

- Seek new revenue generation opportunities

- Evaluate & adjust livestock & land holdings

- Re-examine cooperative extension operations

These mandates are a combination of “you shall” and “you could.” The unit structure team has been charged with the first mandate and while the core council gave a suggestion about how this could be done, we have the opportunity to have input. There are 6 teams of 8 individuals in each of the unit structure teams. We are not going to do everything at once, do the important things first. The most important things right now are the consolidation of the academic units and the re-examination of cooperative extension operations. The timing for these mandates to become accepted is uncertain but could happen in as quickly as one year. The recommendations from each of the teams are due February 23 and presentations of the recommendations will take place on February 25<sup>th</sup>. The presentations will be recorded for college-wide viewing, and feedback. A draft of the new structure will be finished by March 18, this will include the input gathered from the presentations. There will be a webinar and an opportunity for more feedback until the end of March. The final structure is due on April 8<sup>th</sup> and there will be webinar on this also. The report is due May first. We are largely focused on program question and will have long-term benefits, although we do have co-occurring budgetary stress.

**SACD Minutes**  
**January 26, 2011 (Continued)**

Question: Ag Economics & Rural Sociology, houses numerous and federally funded programs. Our department is concerned as to what will happen to these programs, if anything, with the reorganization.

Answer: It depends on the programs and the value they provide. The positions are located in a department for historical reasons. This will be part of the discussion process.

*Budget*

The budget situation is still tight and we are not hiring many staff. For the College of Ag Science 50% of the budget for salary is for staff and educators and the other 50% is for faculty. For faculty fires the fixed-term positions are the first to go, then tenure-lined not tenured second, and tenured last, but faculty are in general second to staff.

Question: How many students should a teaching faculty have?

Answer: We do not have any statistics on this metric. The question should be how many degrees are conferred, and how many graduates have jobs after graduation. It would be good to provide department heads with a metric to assess faculty teaching. There are groups that departments use to figure out the market demand for our programs. This helps understand the value the taxpayer's money. The question is: are you creating jobs, and are you having an economic impact.

Ideally, there will be a balance of curriculum within the majors. The consolidation of academic units should not affect the majors within. We are not consolidating the undergraduate majors and the students should not see what the administration concerns. The exception is those majors that have very low enrollment. The plant science department may be one the departments that needs to be downsized.

A large goal of the Dean's is to be more efficient so that we can get ahead of the budget. There is a lot concern about job security especially in this time (economy). The Dean has a meeting schedule to discuss retirement issues, the bumping process, etc. He is going to connect the College of Education to learn what they are doing about these topics.

Question: What can we do as the SACD to help?

Answer: Help to disseminate all new and incoming knowledge to the staff in your respective academic units, and bring staff feedback to the Dean. Also encourage staff to have input in the consolidation process.

February Meeting with Bill Devlin and Crystal Switalski

We will be discussing the ACTS program. This program is extremely time consuming, is there an easier way? How does this apply to the new classification system? For those of the committee that have gone through the process it seems that it is about how well you filled out the paperwork, not about the content. Is it possible that the program can be reorganized so that the program has more guidelines and information? We would be willing to help in this process if it is possible.

March Meeting with Jill Musser

Jill Musser is the benefits coordinator in the Office of Human Resources. She will be discussing the new health care changes that occurred beginning January 1, 2011. She will also be participating in the Spring College-wide meeting. Some questions we are interested in are:

What are the changes between 2010 and 2011?

Comparison

What are the options if an employee dropped the Penn State insurance and chose another one?

Explain and give an example of the flex plan.

Spring College-wide meeting:

The Spring college-wide meeting will be May 11th from 2:30-4pm. We will have the room at 2:15 so we have time to set-up the Adobe Connect. Jill Musser will be a presenter. Dean McPheron will also give a presentation on College Updates, and the Staff Laureate Awards will be presented.

The meeting was closed at 2:15pm

Respectfully submitted,

Sara Ashcraft

Department of Entomology