



OFFICE FOR
UNDERGRADUATE
EDUCATION

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Application Process for Prospective Ag Advocates

The application for new Ag Advocates is available online at <http://agadvocates.cas.psu.edu>.



Applications are due February 28, 2013 by noon.

Ag Advocates are a select group of undergraduate students in the College of Agricultural Sciences. Ag Advocates are a vital constituent in

assisting the College in the recruitment and retention of highly qualified students. Ag 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. 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 and Development functions, and also travel the commonwealth to visit high schools and Penn State campuses.

Submit Nominations for Excellence in Academic Advising

The Ag Alumni Society annually recognizes faculty with outstanding skills in undergraduate academic advising, career planning, and personal counseling. Previous Excellence in Academic Advising Award recipients are Nancy Dreschel, John Ewing and Phil Clauer. Nominations are now being accepted from alumni, faculty members, students, and administrators. Nomination information should include the following:

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 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.

Details can be found online at: <http://agsci.psu.edu/alumni/awards/college/academic-advising/nomination-information>

For additional information, please contact the Alumni Relations Office at 814-865-2717 or agalumni@psu.edu.

Early Progress Reports 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 first day of the third 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 first day of the fifth 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 performing 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 receive in an email from the Registrar’s Office to complete your EPR’s through eLion between January 21 and February 18.

Undergraduate Program Coordinator Meeting Schedule

The Spring 2013 Program Coordinator Meetings are scheduled at **1:30-3:00 PM** on the following dates and locations:

- Tuesday, February 26 Room 217 Forest Resources
- Monday, March 25 Room 118 ASI
- Tuesday, April 23 Room 217 Forest Resources
- Thursday, May 16 Room 118 ASI

Please mark your calendars and note the room locations. We welcome your input and ideas for agenda items, so please feel free to add an item for discussion at these meetings.

Jim Dunn	AG BM, and 2 AGB
Dennis Decoteau	HORT
Stephanie Doores	FD SC
John Ewing	AEE and AG SC
Tarah 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

Annual Gamma Sigma Delta Graduate and Undergraduate Research Expo

This annual Expo provides both graduate and undergraduates with an 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, enabling others to appreciate the significance of one's work to society 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.

Participant Guidelines:

- **Complete [online entry form](#) and submit by 5:00 p.m., Friday, February 15.**
- **Display poster** by 4:00 p.m., Wednesday, March 13, in the Life Science's Bridge.
- **Remain with poster** on the Life Science's Bridge from 4 – 8:00 p.m., Wednesday, March 13. During this period, each participant makes a five minute (maximum) presentation to a panel of judges.

- **Invite your friends and colleagues** to visit the Expo, beginning at 4:00 p.m., Wednesday, March 13 through 3:30 p.m., Thursday, March 14.
- **Attend Recognition Ceremony** at 5:00 p.m., Thursday, March 14, the Berg Auditorium, Life Sciences Building.
- **Remove poster** prior to 4:00 p.m. on March 14.

Follow-up:

The same abstract and poster may be used to participate in the University sponsored Research Expos!

Graduate Students

To enter the Penn State Graduate Research Expo submit an application, which is available at <http://www.gradsch.psu.edu/exhibition/>

Undergraduate Students

To enter the Penn State Undergraduate Research Expo, submit an application, which is available at <https://undergradresearch.psu.edu/exhibition/index.cfm>

Student Recruitment and Enrollment Committee Schedule

The Student Recruitment and Enrollment Committee (SREC) will meet on the following dates, times, and locations Spring 2013:

March 13	9:00-10:30 AM, 110 ASI Building
May 1	9:00-10:30 AM, 110 ASI Building



New Coordinator of Multicultural Programs

Please welcome Derek James as our new Coordinator of Multicultural Programs. As a member of the Office of Multicultural Affairs, Derek's primary responsibility is the development, coordination, and implementation of programs and initiatives designed to recruit and provide supportive services for diverse students within the College of Agricultural Sciences. Increasing the diversity of our student body will be an important goal. He will also serve as co-advisor for the Penn State Chapter of Minorities in Agriculture, Natural Resources, and Related Sciences

which is a national student organization. With a graduate major in Agricultural and Extension Education, Mr. James is not new to the College of Agricultural Sciences. He knows his way around Penn State, as well. For the past five years, he held the position of Assistant Director of the Upward Bound Math & Science Program in the Office of Educational Equity. His office will be in Room 101, Agricultural Administration Building. Stop by and welcome him in his new position.

Summer 2013 Undergraduate Research Proposal Deadline



Undergraduate research proposals for Summer 2013 are due **by 5:00 PM on April 5, 2013**. The College will contribute up to \$3,000 maximum for each approved proposal.

Submit your proposals **to Richard J. Rateau, 110 Agricultural Administration Building**.

For the proposal form and additional information, please visit <http://agsci.psu.edu/students/research>.



Grade Documentation Required by Federal Financial Aid

Welcome back to the Spring Semester and best wishes for the New Year. As we get underway I am writing to call your attention in advance to a change in the reporting requirement for grades submitted at the semester's end. The requirement relates to the federal financial aid regulations pertaining to students who are assigned failing grades. Non-compliance puts at risk Penn State's participation in Title IV Federal Aid funding, potentially adversely impacting a vast majority of our students who rely on financial aid.

Under federal regulations, students who do not complete at least 60 percent of a semester do not earn the full amount of their aid for the semester, and the University must return the unearned portion of financial aid. Regulations require us to document the last date of course participation for students with failing grades in order to determine the amount of aid to return. For the past decade, faculty entering "F" grades for students have been asked but not obligated to provide the date when students last attended class or engaged in academically related activities in conjunction with the course. A recent federal audit of student aid at Penn State cited this option as a liability in our reporting of Title IV student aid recipients who receive failing grades.

Beginning this semester, faculty will be required to enter a last date of attendance for students when assigning them an "F" before grades for a course can be submitted. The eLion grade submission application has been modified accordingly effective spring 2013 (see screenshot below). The documentation used to determine the last date of attendance entered for a student must be retained and be available for auditors to review upon request. The mechanism for retention of this documentation is under development and faculty will be advised as soon the details are in place.

Federal regulations define "academically related activity" that can document a student's last date of attendance to include:

- Physically attending a class that enables direct interaction between instructor and students
- Submitting an academic assignment
- Taking an exam, an interactive tutorial, or computer-assisted instruction
- Attending an assigned study group
- Participating in an online discussion about academic matters
- Initiating contact with a faculty member to ask questions about the course subject matter

Note: In the case of online courses, academically related activity must include substantive interaction and participation in the course, not simply signing in to the course.

Almost 80 percent of Penn State students rely on some type of financial aid and last year, the University received \$728 million in federal student aid funding alone. Your cooperation in meeting this reporting requirement ensures that Penn State remains in compliance with the applicable regulations and that this vital funding source for our students is continued.

Questions about the requirement may be directed to Anna Griswold, Executive Director for Student Aid, at amg5@psu.edu.

Thank you for your attention to this important matter.

Robert N. Pangborn
Interim Executive Vice President and Provost of the University

2013 New Student Orientation

The spring 2013 semester signaled the start of a new acronym -- NSO. It will take time for all of us to transition away from "FTCAP", but it is appreciated if all help in sharing (and using) the New Student Orientation, or NSO, nomenclature in your respective units.

2013 New Student Orientation Program Dates:

- Sunday, May 19 through Friday, July 19
 - No programming will take place on May 27, July 4-5 or July 12
- August New Student Orientation will take place August 19-23

Websites, Publications & Program-Related Literature:

Units are encouraged to take a look at websites, publications, presentations, and handouts for references to the "FTCAP" program or "Advising Day(s)". The process of getting students prepared for, and physically to, New Student Orientation remain intact: testing postcard, educational planning survey, postcard with date notification, etc. In most instances, replacing FTCAP with New Student Orientation should suffice.

Updated Office Contact Information:

- **Email address** is now orientation@psu.edu (replaces ftcap@psu.edu)

- **Phone number** is now (814) 865-4178 (replaces 865-2578 for general questions)
- **Web site address** is <http://orientation.psu.edu> (web developer is now working on significantly expanding)
- **Physical address** is 102 Wagner Building

As the Student Orientation and Transition Programs Office prepares the campus for the implementation of this program they will be reaching out throughout the spring to share additional information. In early February, an invitation will be sent from Student Orientation and Transition Programs to attend a series of "town hall" style conversations about their progress on content development, presentations on upcoming events/programs (including Link UP & NSO), and a chance to meet the members of their team.

If you have questions feel free to contact the Student Orientation and Transition Programs Office. And, you're welcome to keep up with their progress by checking out the "Director's Blog" at: <http://goo.gl/JjIDk>

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 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

2013 USDA National Awards Program for Excellence in College and University Teaching in the Food and Agricultural Sciences

The review, selection and final submission of our institution's nomination will be processed through our college's Faculty Award Committee (Nicole Brown, Chair) and the Dean's Office, with the nomination process starting at the programmatic and unit levels. We have many talented faculty deserving of these awards so please share the nomination information that is listed below.



Submit packets to **Tracy Hoover by 5:00 p.m. on Monday, February 25th**. This will allow time for review by our college Faculty Awards Committee and our Dean's group. We want to give those faculty selected as college nominees time to make revisions (if needed) and meet the electronic submission deadline of March 15th.

NOMINATION INFORMATION:

Please begin to identify and prepare your nomination teams to submit eligible faculty to compete for the upcoming 2013 USDA National Awards Program for Excellence in College and University Teaching in the Food and Agricultural Sciences.

Faculty nominations (submitted electronically) are due no later than March 15, 2013.

USDA-National Institute of Food and Agriculture, reminds you this awards program recognizes and honors innovation and excellence in postsecondary teaching. Recipients receive a stipend, plaque, and recognition during the national APLU conference. For the 2013 competition, we will continue to use an electronic nomination submission process.

Teacher nominees must be employed by a college or university that: (1) confers a baccalaureate or higher degree in at least one area of the food and agricultural sciences for which the teacher is nominated, (2) has demonstrated a commitment to the food and agricultural sciences, and (3) attributes a high priority to its education mission. A teacher nominee must hold a full-time appointment as an active faculty member as of the nominee submission due date and have responsibility for higher education teaching in an area of the food and agricultural sciences.

A teacher nominees may be nominated in one of two award categories:

1. **Regional** - A teacher selected from any of the four regions, deemed by the review panel to exhibit sustained and meritorious teaching, and who has maintained at least eight consecutive years experience in higher education teaching. While a sustained pattern of meritorious activity is expected, this award does not recognize teaching longevity so much as the quality of recent achievements involving teaching philosophy, methodology, and self-assessment aimed at improvement.
2. **New Teacher** - A teacher selected from any of the four regions, who has demonstrated a commitment to a career in teaching and is deemed by the review panel to exhibit meritorious teaching, but who has no more than seven consecutive years experience in higher education teaching, as defined in this section.

For complete award program description, nomination guidelines, and nomination forms visit:

http://www.nifa.usda.gov/business/other_links/serdteachaward.html

Note: Please ensure you consult the web address above for the most recent awards program nomination guidelines, including instructions for submitting nomination materials electronically to arrive no later than 5:00 p.m. on March 15, 2013.

P. Gregory Smith
National Education Program Leader
Division of Community and Education
USDA-National Institute of Food and Agriculture
E-Mail: gsmith@NIFA.usda.gov

Outstanding Undergraduate Thesis Announcement

Nominations for the Annual Competition for the Outstanding Undergraduate Thesis Award, sponsored by Penn State's University Libraries and the Schreyer Honor's College, are being solicited. Once again, we need your assistance in reaching out to college advisors and department heads to make them aware of this opportunity and award.

The University Libraries initiated the award as a way to emphasize the importance of developing quality research methods, and developing a thorough understanding of the legal and ethical issues related to the use of information – key components of academic excellence.

Through this award, the University Libraries seek to encourage excellence in the research process of locating, evaluating, and utilizing appropriate information resources.

An award is given to the student with the outstanding undergraduate thesis, as determined by a jury of librarians and other Penn State faculty. First place is awarded \$1,000, second place is awarded \$500, and third place is awarded \$250. Three final-

ists will be required to present a 30-minute public oral defense of his or her thesis.

For Schreyer Scholars, the thesis is the capstone of their honors experience at Penn State, and this competition celebrates research methodology and scholarship, conducted thoroughly and with integrity.

Details, including online submission forms, are available at <http://www.libraries.psu.edu/psul/admin/thesisaward.html>

To be considered, students must:

- Be nominated by or have a statement of support from a Penn State faculty member or thesis/honors advisor;
- Submit a thesis summary (250 words) between Friday, **January 18** and Monday, **March 18** (by 5:00 p.m.);
- **Submit thesis by Monday, April 8, 2013**

If you have any questions, please contact Sandy Confer at 814-863-4723 or sandy.confer@psu.edu.

Distinguished Honors Faculty Program

The Schreyer Honors College invites applications from interested faculty members to be a part of the newly created Distinguished Honors Faculty Program (DHF).

The creation of the Distinguished Honors Faculty program closely aligns with the college's mission to provide our students with a dynamic environment in which they will achieve academic excellence with integrity, build a global perspective, and embrace opportunities for leadership and civic engagement. Our goal is to graduate Schreyer Scholars who will have an important and ethical influence in the world, affecting academic, professional, civic, social, and business sectors.

We also recognize that at Penn State we have outstanding, world-renowned faculty engaged in often groundbreaking research. It is our belief that bringing together Schreyer Scholars with this group of eminent researchers, scientists, entrepreneurs, and intellectuals through innovative programs is an ideal fit between students and faculty who share a passion

for learning, exploration, and achievement; therefore, we have created this new program to increase academic engagement between our high-performing Scholars and outstanding faculty members.

The role of the Distinguished Honors Faculty will be to engage with a broad spectrum of Schreyer Scholars in an academic setting. The engagement might be in the form of teaching a new elective class or a series of targeted seminars. While we can think of many ideas and programs, we want to leave it up to the Distinguished Honors Faculty to decide what type of program would have the greatest impact on exposing Scholars to their interests. If you have ever thought about working with Schreyer Scholars and have ideas on how to engage them, or if you just want to learn more about the program, please feel free to contact me.

Details

This will be a two-year position with possibility of renewal for one extra year. You

will have access to \$4,250 per year to spend on your program.

In addition to whatever ideas you might have on engaging the Schreyer Scholars, we do require at least one fireside chat each semester, in which you sit down with a group of Schreyer Scholars in either of the honors residence halls, Atherton or Simmons, and discuss in an informal setting your favorite topic. All of the other ways in which you engage the Scholars will be your choice. We will help you with the organization of the events and logistics (booking of facilities, ordering food, etc.). All we want is for you to engage with the Schreyer Scholars in meaningful, interesting, and academically focused activities.

If you are interested in serving as a member of the Distinguished Honors Faculty, a two to three page proposal on how you wish to engage our Scholars along with a copy of your Curriculum Vitae (CV) by **Friday, March 15, 2013 to Arun Upneja**, 10 Shreyer Honors College (aupneja@psu.edu)

2013 NACTA National Conference— Call for Abstracts



Call for NACTA/DOCE Abstracts for the 2013 Conference

Submission deadline: March 20, 2013

The 2013 NACTA conference will be held June 25-29 at Virginia Tech, Blacksburg, VA. This conference will be a joint meeting with the National Institute of Food and Agriculture (NIFA), Division of Community and Education (DOCE).

The theme for the 2013 NACTA Conference is *"Crossing Disciplinary Bounda-*

ries." Accepted abstracts that address the theme will be given first priority for oral presentations. Authors will be given the option to request an oral presentation, but it will be up to the host committee to make the final selection and timetabling of oral presentations. All other abstracts will be poster presentations.

The 2013 NACTA Conference will serve as a venue for faculty in agricultural, environmental, natural, and life sciences to share their information on the theme of *"Crossing Disciplinary Boundaries."* as well as to share innovative teaching or advising ideas, scholarship of teaching, and other pertinent information. Abstracts are to fall within one of the three following

topic areas: Innovative Teaching Approaches; Learning Outcomes; and, Scholarly Research Approaches.

View examples of poster/presentation titles from 2012 Conference at: <http://www.nactateachers.org/2012-58th-university-of-wisconsin-river-falls.html>.

As in the past, the Office for Undergraduate Education will continue to provide partial travel support for College of Ag Sciences' faculty/staff presenting papers (oral/poster) and/or participating in one of the NACTA Committees.

Additional information and link to submit abstract are available online at: <http://www.cpe.vt.edu/nacta/>

College of Ag Maymester Course Offering

Exploring Indigenous Ways of Knowing Among the Ojibwe

CEC 497C (3-6 credits), May 12-29, 2013

This award-winning cultural engagement and educational course will help students understand the concept of worldview

while teaching them skills that deepen their cultural competency. Through engagement with leading Ojibwe elders and educators, students will understand why the Ojibwe worldview has been in conflict with the Euro-American worldview during the past 300 years of conquest. Students

will appreciate diversity, think more critically about their own history and culture, and identify values that shape their own worldviews. They will also practice skills of attentiveness, listening, observation, and reflection — all important in meaningful cross-cultural encounters.

2013 Ag Sciences Career Day — Save the Date

The College of Agricultural Sciences will hold its annual career day on **Tuesday, October 22, 2013 from 9:00 AM to 4:00 PM** at the Bryce Jordan Center.

Please mark this date on your calendars and fall course syllabuses, and encourage your students and industry connections to attend!



PENNSTATE

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 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 2013 COLLEGE & ACADEMIC CALENDAR

March 3-9	Spring Break—No Classes
April 5	Late Drop Deadline
April 26	Withdrawal Deadline
April 26	Classes End
April 29-May 3	Final Exams
May 3-5	Commencement