



UNIVERSITY of CALIFORNIA
Division of Agriculture & Natural Resources



University of California Agriculture and Natural Resources
Academic Assembly Council

MINUTES

Wednesday, May 26, 2010, 12 noon-5pm; Thursday, May 27, 2010, 8:30 am-1 pm
UCANR Building – Plum Room
Davis, California

MEMBERS ATTENDING:

Leigh Johnson, President
Paul Vossen, Past President
Steve Wright, Incoming President
James Bethke, Chair, Program Committee
Dorothy Smith, Personnel Committee
Steve Koike, Incoming Chair, Personnel Committee
John Karlik, Incoming Chair, Welfare and Benefits Committee
Jim Downer, Chair, Rules and Elections Committee
Rachel Elkins, Advisor Committee Chair, NCMR
Joe DiTomaso, UCD Campus Committee
Max Moritz, UCB Campus Committee
Matthew Portillo, Central Valley Region Committee
Cynthia Barnett, Central Coast and Southern Region Committee

GUESTS:

Associate Dean Don Klingborg (Wednesday, 12 noon – 2 pm)
Associate Vice President Barbara Allen-Diaz (Wednesday, 12 noon – 2 pm)
Kim Rodrigues (part of Wednesday and Thursday)

MOTIONS MADE:

Motion: To appoint Matthew Portillo to AAC Secretary.

Motion: To approve minutes of Thursday, January 7, 2010 Conference Call.

Motion: To appoint Cindy Fake to Rules and Elections Committee.

Motion: To appoint Workload Review Committee.

ACTION ITEMS:

Action item: Program Committee to work with Kim Rodrigues on future structure for Distinguished Service Awards.

Action item: Assembly Council President to express to Kim Rodrigues and Barbara Allen-Diaz the strong desire for AAC to be involved in the process for Ad-hoc Committee Review members.

Action item: John Karlik of Welfare and Benefits to prepare a synopsis related to UCRP funding and performance for the next AAC meeting.

Wednesday, May 26, 2010: Lunch, Introductions, Discussion with Associate Vice President Barbara Allen-Diaz and Associate Dean Don Klingborg

The meeting began with a discussion of county structures, including “storefronts” that are smaller than offices and can be located in a variety of settings. Storefront hours and staffing levels could vary.

Severe financial pressures on counties and county offices were discussed; UCCE is serving a smaller percentage of the population than in the past and funding is also declining since a 1982 peak. Counties, although strongly committed to their activities, are under tremendous financial stress and changes will be needed. Discussion of possible strategies in response to financial shortfall led to conclusion that a new model is likely to be in place by the next budget cycle. 2011-2012 will be a challenging year, and even if there is an economic turnaround, funding for higher education is in a “drought.”

A survey instrument has been designed and sent to 800 respondents by email in order to solicit feedback on matters related to county structures.

Questions were raised regarding the optimal use of funding allocations for varied programs, including a discussion of county administration and the preservation of both Advisors and Specialists. Organizational models are being vetted widely; changes could be made or be in progress by May, 2011.

Attention was drawn to the impact of covering larger areas on the workload of county personnel who must sometimes travel long distances. How can distance technology be used more effectively? Is it possible to continue providing the same programs with fewer staff? How can Advisors in different areas be most effectively coordinated?

Although CE is not large in size, it has a large influence in the University, with its own Dean and with the ability to use resources from other departments when needed. Some campuses have evolved differently from others. In those campuses that have moved Specialists to departments; some questions about the nature of linkages remain, including the question of split appointments.

The question of compensation, tenure and merits was discussed, with focus on distinctions currently made in the treatment of Specialists vs. ladder faculty, and also on the issue of equity between Advisors’ salaries and those of faculty/Specialists. Approval of Distinguished Service Awards was appreciated.

Questions related to the allocation of scarce financial resources were again raised in a discussion of county Advisors who may have varying conceptions of their role vis-a-vis UC service and their other duties. The question of increasing salaries versus increasing numbers in a time of scarce financial resources was raised.

The use of technology was discussed, including the need for knowledgeable personnel to maintain websites if they are to be effective.

Wednesday, May 26, 2010: Discussion with Executive Director—Academic Personnel Kim Rodrigues

The merit and promotion process was discussed. Statewide conference input is being used by the Executive Working Group to align expectations and rewards. A new system is being used for merit reviews, which should be more peer-based.

Discussants acknowledged that this whole area needs more attention and review, including attention to alignment of expectations and rewards. This will also involve looking at position descriptions and alignment of position descriptions. A detailed talk with campus partners was needed.

Clarification of the sabbatical leave process was also sought. New processes are not yet ready; requests in the transition period are ready to go. Need for equity in this matter, as in others, with other University academic personnel.

Thursday, May 27, 2010: AAC Business Meeting

Motion: It was properly moved and seconded to appoint Matt Portillo as secretary. Motion passed.

Attendees discussed the need for a personnel committee that is open and representative, balanced by type of advisor, where from, gender, etc. Committee participation in general was discussed, with concern expressed about resistance to committee service. Committees will be particularly important in a time of reorganization. The question of whether there will be regional committees in the future was raised. A survey assessing committee service was suggested.

A potential opening on the Welfare and Benefits committee was cited, as was the complexity of choosing members on the Personnel committee due to a variety specific requirements for representational categories.

Budgets for next year have been developed, and substantive discussions with administration on the future of CE have been held. New By-laws say the President will write reports and post them to the website. It's also important to publicize accomplishments because people don't know if we don't tell them. Visibility and outreach can be priorities for next year.

Motion: Rachel Elkins moved to approve minutes from the January 7, 2010 AAC Conference Call. Seconded by Paul Vossen. Motion passed.

Thursday, May 27, 2010: Committee Reports

Personnel Committee Report (Dorothy Smith): Variety of trainings, most via the web; face-to-face writing workshop for new hires on how to write PR. Changes were made to ad hoc committee chairs. Roles and responsibility of academic unit vs. personnel committee was unsettled. Recommends Personnel Committee not play a role in CD training.

The Personnel Committee met on April 21, 2010. The Committee suggested ad hoc committees for academic advisors and coordinators whose actions required a peer review. The Committee met with Kim Rodrigues who

presented her ideas for a Peer Review Council and asked the group to provide feedback. The AAC Personnel Committee will meet on June 18th with members of SAC to discuss the outcome of this year's Merit and Promotion process, training for the new fiscal year, and orientation of new members.

Motion: Paul Vossen moved to appoint Cindy Fake to Rules and Election Committee. Second. Motion passed.

Central Coast and Southern Region Committee Report (Cynthia Barnett): A survey of the region was conducted.

Regional surveys have shown big issues: increased need to add peers to system because of greater inequities due to diminished UC program funds; differences between agricultural commodity Advisor and other Advisors; effect of reduced programs on merits and promotions; salary inequity question. Survey indicated that AAC, while generally ranked well, should explain more of what it is doing. It is not equivalent to the Academic Senate, but plays more of an advisory role; perhaps it should be a stronger advocate.

Discussion of whether AAC can play a role in job description changes. Question on response to potential changes in job duties in light of ANR restructuring.

Motion: Leigh Johnson moved to appoint a Workload Review Committee comprising of Jim Downer, James Bethke, Paul Vossen, Rachel Elkins, and Cynthia Barnett. Seconded. Motion passed.

Academic Coordinator Report:

Question of whether academic coordinators qualify for study leave.

Almost all recent Professional Society funding requests were filled. Need to work on future structure for Distinguished Service Awards.

Discussion occurred on the appointment of specific personnel to committees, and of administration role in committee selection. AAC and Personnel Committee want to be involved in the selection process for ad hoc committees.

Program Committee Report (James A. Bethke): Seeking a replacement for Paul Olin, who resigned from the Committee. Most Professional Society reimbursement requests were funded and Distinguished Service Awards 2011 were fully funded. A time-line is now being fixed for award announcement and presentation.

North Coast and Mountain Representative Committee (Rachel Elkins): Additional members, especially from Foothills/Sierra and in the Natural Resources and Family and Consumer Sciences would be welcome on the Committee. The Committee, together with other regional representation committees, participated in a statewide survey (survey results attached). Concerns were raised by multi-county CDs about administrative burdens encroaching on programs. Specific concerns with Tahoe position since only 2 FTE across 4 counties when CD FTE is removed.

Regional representation on committees was questioned by several survey respondents and should be revisited once the ANR reorganization is farther along.

The Committee uses the Collaborative Tools websites to efficiently communicate with each other and the former NCMR members. These websites are:

- [Group Description AAC NCMR Regional Representation Committee](https://ucanr.org/collaborate/headers.cfm?cluster=6690)
<https://ucanr.org/collaborate/headers.cfm?cluster=6690>
- [AAC North Coast and Mountain Region Assembly](https://ucanr.org/collaborate/headers.cfm?cluster=6843)
<https://ucanr.org/collaborate/headers.cfm?cluster=6843>

Another website was also created combining all three “former” regional representation committee members:

- [AAC Regional Representation Committee](https://ucanr.org/collaborate/headers.cfm?cluster=7353)
[Membershttps://ucanr.org/collaborate/headers.cfm?cluster=7353](https://ucanr.org/collaborate/headers.cfm?cluster=7353)

Meeting adjourned.

Respectfully submitted,

Jennifer M. Hashim-Buckey, AAC Secretary (09-10)
John Karlik
Rachel Elkins

Respectfully amended on 2/17/2011

Matthew Portillo
Pat Crawford