



UNIVERSITY of CALIFORNIA
Division of Agriculture & Natural Resources



University of California Agriculture and Natural Resources
Academic Assembly Council

May 31, 2012, 9:00 AM – 5:00 PM
UCANR Building – Plum Room
Davis, California

Minutes

MEMBERS ATTENDING:

Frank Mitloehner, President
John Karlik, President Elect
Steve Wright, Past President
Matthew Portillo, Secretary, Central Valley Region Committee
Franz Niederholzer, Advisor Committee Chair, Central Valley Region Chair
Shermain Hardesty, Academic Coordinator Committee Chair
Kris Lynn-Patterson, Rules & Elections Committee Chair
Kevin Day, Academic Policy Committee Chair
James Bethke, CCSR Committee Chair
Anna Martin, Personnel Committee
Dan Marcum, Welfare & Benefits Committee
Carolyn Stull, PACE
Matteo Garbelotto, PACE
Steve Koike, PACE
Brenna Aegerter, PACE

CONFERENCE CALL PARTICIPANTS:

Alec Gerry, UCR Specialists Chair

GUESTS:

Barbara Allen Diaz, VP, Director of Ag. Exp. Station & Coop. Ext.
Bill Frost, Assoc. Dir. Coop. Ext. and Ag Exp Station
Kim Rodrigues, Executive Director for Academic Personnel
Katherine Webb-Martinez, Program Planning & Evaluation

MOTIONS MADE:

Motion: Matthew Portillo moved to suspend all remaining orders of the day with exception under New Business items d and e. Seconded. Motion passed.

Motion: John Karlik moved to accept Brenna Aegerter as AAC Secretary. Seconded by Shermain Hardesty. Motion passed.

ACTION ITEMS:

Action Item: Request branding information from Kim Rodrigues to put into the next quarterly report and to also include the Toolkit url and ANR Portal.

Action Item: Rules & Elections Committee to send AAC ideas for restructuring.

Assembly Council Executive Committee Meeting with ANR Administration

Meeting called to order at 9:00AM by Frank Mitloehner.

Discussion occurred on ANR position descriptions. ANR administration reported very good feedback on position proposals by our clientele and shared position funding options available.

Discussion occurred on Partnership to Advance Cooperative Extension (PACE) Committee charge, what ANR is already doing, and the communication mechanism. Input from ANR academics will be asked.

It was reported that coordinated training efforts for grant training and county director training and updates are continuing.

Next scheduled AAC Meeting – April 10, 2013, Double Tree Hotel, Ontario, CA.

**Academic Assembly Council
Business Meeting**

Meeting called to order at 11:00AM by Frank Mitloehner.

I. Approval of Previous Minutes

- Steve Wright moved to approve the January 26, 2012 Minutes. Kris Lynn-Patterson seconded. One abstained. Motion passed.

II. Officer Reports

- a. President: Frank Mitloehner reported on the description and role of the Partnership to Advance Cooperative Extension (PACE) Committee. Frank informed the group that UCCE are indeed trend setters. He informed the group that the President's Council for Science and Technology (PCAST) were discussing where should research dollars be allocated for efficiency and effectiveness.
- b. Secretary: See attached.

III. Committee Reports

- a. Rules & Elections: Kris Lynn-Patterson reported incoming Chair is Tom Turini, Fresno County. Kris reported on new officer elections: Matthew Portillo to President Elect and Steven Worker to Rules & Elections Committee. Kris would send out AAC Committee roster to fill vacancies by July 2012. Discussion occurred on committee's two suggestions (See attached) on reviewing former regions by strategic initiative (i.e., How do we restructure and represent the state?) **Action Item**: R&E send AAC ideas for restructuring.
- b. Personnel: Anna Martin read report (See attached). Frank asked to include 'how administration uses DANRIS-X' in next newsletter.
- c. Program: Rachel Surls read report (See attached). A review period for revisions is needed for the working draft of CE Advisor Mentoring Handbook.
- d. Welfare & Benefits: Dan Marcum read report (See attached).
- e. Academic Policy: Discussion occurred on updating Section 315 in ANR Administration Handbook. Kim Rodrigues reported updates on grievance and discussion occurred on career equity review and career assessment where faculty have option and specialist do not have option.
- f. NCMR: no report.
- g. CVR: Frank Niederholzer provided reference to a Journal of Extension article, "Taking tension out of extension."
- h. CCSR: James Bethke reported Andre Biscaro, San Bernardino County, incoming Chair.
- i. Academic Coordinators: Shermain Hardesty read report (See attached). Discussion occurred on Academic Coordinators requesting Principal Investigator status to send request to Bill Frost.
- j. UCB: Matteo Garbelotto provided brief
- k. UCD: Frank Mitloehner reported Michael Lairmore as the new Dean of Veterinary Medicine.
- l. UCR: Alec Gerry reported Marylynn Yates as new Dean and Jodi Holt as new Associate Dean

IV. Old Business

Motion: Matthew Portillo moved to suspend all remaining orders of the day with exception under New Business items d and e. Seconded. Motion passed.

V. New Business

- d. Executive Committee Selection: Frank Mitloehner asked that names be sent to him. Marshall Johnson, UCR at Kearney was mentioned.
- e. Secretary Election: John Karlik moved to accept Brenna Aegerter as AAC Secretary. Seconded by Shermain Hardesty. Motion passed.

Adjourned: Kris Lynn-Patterson moved to adjourn the meeting. Seconded by Rachel Surls. Motion passed.

ATTACHMENTS

Academic Assembly Council Secretary Report

Submitted May 31, 2012

- AAC Website: Updates have been made to reflect changes in minutes, By-Laws, and committee reports.
- Requested the Academic Policy and Welfare and Benefits Committee Chairs to develop a Procedures Handbook for their respective committees as they have no such document for guidance.
- Requested AAC expenditures from Joni Rippi from the previous two years for budgeting.
- Created Conference Call System accounts for AAC and Committee meeting using FreeConferenceCall.com.
- Requested a copy of the UCD Specialists Mentoring Handbook from Frank Mitloehner and sent to the Program Committee for review to develop a CE Advisor Mentorship Handbook.
- Requested assistance in the development of an AAC quarterly report eNewsletter. Sent out a March 2012 Quarterly Report to all CE Academics.
- Created QR code for all AAC publications.

**Academic Assembly Council
Welfare and Benefits Committee
May 31, 2012**

Submitted by Dan Marcum, May 14, 2012

Policy and Procedures Handbook
Of the
Welfare and Benefits Committee
May 2012

Table of Contents

- General Guidelines**
- Member Responsibilities**
 - Chair**
 - Chair Elect**
 - Secretary**
 - General Members**
- Committee Process**
- Meetings**

General Guidelines

Welfare and Benefits Committee

1. Membership. Consists of at least three members of the Assembly, but not more than five members, including the past chair and where possible reflecting diversity in geographical region and title appointed by the Rules and Elections Committee. A CE Advisor or Academic Coordinator must chair this committee.
2. Duties
 - i. Monitor and review the benefits, rights and privileges accorded to the assembly membership.
 - ii. Solicit and receive suggestions, concerns and comments from the assembly membership.
 - iii. Pursue with administration means to improve, clarify, add or modify the benefits and privileges of the assembly.
 - iv. The committee shall make written recommendations to the Council for its consideration.

Meetings may be conducted face-to-face or electronically. A collaborative tools website was established in May of 2012 for this committee.

Member Responsibilities

Chair

1. Prepares agenda for regular meetings and conducts meetings, either face-to-face or electronically.
2. Coordinates replacement of committee members by communicating with rules and elections.
3. Serves as active member of Assembly Council, attends and participates in meetings and reports on Welfare and Benefits Committee activities.
4. Communicates regularly with Committee members to share input and conduct Committee business.

Chair Elect

1. Assists Chair in all tasks.
2. Attend Academic Assembly meetings if chair cannot attend
3. Maintains the collaborative tools website

General Members

1. Attend and actively participate in all committee meetings.
2. Accept assignments to sub-committees as appointed by the Chair.
3. Be willing and able to take on executive responsibilities (Chair, Chair-Elect, Secretary) as members gain seniority on the Committee.

Committee Process

This committee identifies candidate issues, narrows them to a short list for consideration by the AAC and then follows up to create a report for adoption by AAC. The timeline from identification of issues to creation of report may be short (months) or long (over one year) depending upon complexity of the issue.

There are three levels of issues and in general, committee work will be conducted using collaborative tools. A spreadsheet will be maintained by the chair elect of issues and status to monitor progress.

1. **Issues with potential for consideration** – developed within the committee and in response to communications to the committee – the committee will decide which issues are worthy of advancement to the AAC for discussion and acceptance as an issue under consideration. The AAC has the right to develop directly issues under consideration for Welfare and Benefits. Individual member of AAC can also present issues directly to AAC.
2. **Issues under consideration** – Issues accepted by AAC as worthy of consideration and study which the committee will move forward to a report
3. **Issue reports** – Reports created by Welfare and Benefits for presentation to AAC for adoption – Issue reports may or may not contain suggestions for AAC action

At each AAC meeting the Chair or representative will present the three levels of issues.

Meetings

At least one meeting between each AAC meeting. At each meeting:

1. Review the current list of issues with potential for consideration. Accept, defer or discard.
2. Discuss process, timeline, and progress of each issue under consideration. The chair will assign a subcommittee for each issue under consideration or assign the work the committee of the whole. Non committee members can be assigned to subcommittees but each subcommittee should be chaired by a committee member.
3. Discuss the content of the report to the AAC including issues with potential, issues under consideration and issue reports.

**Academic Assembly Council
Personnel Committee**

Submitted by Janine Hasey, May 14, 2012

AAC Personnel Committee Report
2011-2012

Our committee made further progress on streamlining the PR process and ensuring that training materials and examples were revised and posted in a timely manner. We also addressed several issues that came before us during this time period.

Highlights:

2011

- Revised Program Review (PR) e-book and Annual Evaluation (AE), so that all formatting and tables were consistent between the two documents.
- Revised the PR and AE training slides and assisted Kim during the training.
- In bibliography, removed the separate designations of “scholarly” and “other” under peer-reviewed publication section, so all peer-review publications simply go under that required section.
- With the help of the PRC, identified good PRs and posted examples of each section, tables and bibliographies on the web.
- Suggested website changes on the ANR Portal for easier access to the e-book and PR examples.
- Started discussing ways to make DANRIS-X better reflect our PRs and AEs.
- Assembled Ad hoc committees for promotion and indefinite status review. Condensed the number of committees to three and had two co-chairs share the responsibility rather than one chair since there were more candidates to review.
- Reviewed appeal packages.

2012

- Trained the Ad hoc co-chairs in early January on PR reviews and report content.
- Identified some date deadline problems on the Portal with the streamline merit process.
- Reviewed all Ad hoc reports, suggested changes, and re-reviewed reports. The co-chairs and committees did a very good job this year and were receptive to our suggested changes so no disclaimers were needed.
- Recommended a statement change on Ad hoc reports in situations where an action is denied and linked to a term review to ensure the candidate knew that they would remain in the normal progression of term reviews.
- There was a question of when cases are available to the Ad hoc committee members and we reiterated our support for the present system where they have access only after documents are uploaded. Only the chairs or co-chairs will have prior knowledge of who they will be reviewing.
- Discussed questions about our PR/AE due dates and overlapping steps. We felt that it is best to keep the due dates the same. There is nothing precluding someone submitting

their documents early once the Portal is open. The overlapping step issue is a salary matter and determined by others.

- The PC chair has been in contact with the AAC to ensure we have three new members with three year terms before our June 26, 2012 meeting. It has been frustrating that our vacancy this past year was never filled. To fill it and another remaining one year term vacancy anticipated due to a retirement in June of another PC member, we have requested one-year extensions of PC members Koike and Stoddard and look forward to a decision soon.
- Kim Rodrigues will discuss the following topics at our June 26 meeting:
 - New academics need assessment language
 - Revised salary data for several years
 - Ad hoc committee feedback for 2011 and 2012 (co-chair concept)
 - Program Director input into advisor promotions (4-H, MG, IPM)
 - The ANR Advisor/Specialist continuum

Janine Hasey, Chair
May 11, 2012

**Academic Assembly Council
Program Committee**

Submitted by Rachel Surls, May 23, 2012

Program Committee Report
5/31/2012

Submitted by Rachel Surls, Chair

Members—James Bethke, Joe Grant, Scott Oneto, Becky Westerdahl

The committee continued to review and approve Professional Society Travel awards on a quarterly basis.

Distinguished Service Awards are another major responsibility of our committee, but they are given biannually and won't be given out again until next year (2013).

The major project for our committee this year is development of an Orientation/Mentoring Manual for new ANR academic employees (advisors, academic coordinators). Although others will hopefully find it to be a helpful resource the target audience is academics recruited and reviewed by ANR. This guide will help new ANR academics to understand the basics of our organization and how to get started in their careers, with links to many important resources.

Our committee is currently working with Kim Rodriguez and her staff to develop this manual. Kim's staff took three existing resources (an interim ANR orientation manual that Kim has been using, a mentoring manual developed for CE Specialists at Davis, and an old ANR Central Valley Region orientation manual), merged them into one working draft. This gave us a hugely helpful head start. We are now working with the draft to update and improve upon it. Part of our process is to develop written guidelines for mentors and mentees that will become part of this overall document. Our plan is to have a product that we can pilot test in the fall.

**Academic Assembly Council
Rules and Elections Committee**

Submitted by Kris Lynn-Patterson, May 30, 2012

May 31, 2012
Rules and Elections Committee Report

Committee Members: Cindy Fake, Craig Kallsen, David Lile, Tom Turini, Kris Lynn-Patterson

The R and E Committee met several times this spring in an effort to keep the AAC roster up-to-date. The Committee ran an election to elect two positions. Matthew Portillo was elected President-Elect, and Steven Worker was elected to the Rules and Elections Committee which needed an Academic Coordinator position.

The R and E Committee filled many vacancies since January. The committee responded to the Welfare and Benefits Committee Chair, Dan Marcum, to fill positions on his committee due to vacancies. A request from Janine Hasey to find replacements for the Personnel Committee was answered and the 2013 Personnel Committee membership is complete.

The two rosters included in this report are:

- 1) The roster as it stood since January, 2012 (with the addition of Anna Martin to the Personnel Committee).
- 2) The roster that needs to be filled for the 2013 year of service (the Personnel Committee, the Rules and Elections Committee and the Welfare and Benefits Committees indicate placement of members for the next year, 2013, already achieved)

The next month will be an extremely busy one for the R and E Committee until the new guard takes its place. As noted by the yellow records in the second roster, a good deal of it must be populated. **The R and E Committee requests help from the AAC in completing this task.** In particular, the roster needs to have a balance between Ag Advisors and HR and Nat. Res. Advisors. It is critical that the R and E Committee receive suggestions so we can verify eligibility as per the By-Laws.

Suggestions offered to AAC concerning committee membership:

1. After lengthy discussion, the R and E Committee suggests that the current structure of the standing committees be reviewed. It has been increasingly difficult to find members for committees that comply with the stated By-Laws, most notably when it comes to regional representation. We propose that the Council consider collapsing the three regional committees into a *Liaison Committee*. The regional committees are not very active and few members of the Assembly want to serve because they feel it serves little purpose. Since the regions no longer exist, if we still need regional representation, it would be more reasonable to create a single Liaison committee with 4 to 5 members distributed geographically and also representing diversity in program or title.

2. We propose that a survey be done to ascertain how the Campus Committees view being on the committee. It seems that there is little activity in some of the representative committees, and the R and E Committee suggests that a survey be conducted for feedback. 3. The R and E Committee suggests that it be made clear that committee Chairs need to contact their members and let them know they are on their committee as soon as possible after the July 1 start date.

On behalf of the Rules and Elections Committee: Cindy Fake, Tom Turini, Craig Kallsen, David Lile, and Kris Lynn-Patterson, I submit this report, May 31, 2012

Kris Lynn-Patterson

Roster 1 - The current roster as of January, 2012

Academic Assembly Council Committees for 2011-2012

NAME	AFFILIATION	END DATE	EMAIL	TELEPHONE
Frank Mitloehner, President	CVR	2013	frmitloehner@ucdavis.edu	530-752-3936
Steve Wright, Past President	CCSR	2012	sdwright@ucdavis.edu	559-684-3315
John Karlik, President-Elect	CVR	2014	jfkarlik@ucdavis.edu	661-868-6220
Matthew T. Portillo, Secretary	CVR	2012	mtportillo@ucdavis.edu	530-538-7201
Shermain Hardesty, Academic Coordinator Comm. Chair	---	2012	shermain@primal.ucdavis.edu	530-752-0467
Ken Tate, Specialist Committee Chair	UCD	2012	kwtate@ucdavis.edu	530-754-8988
Franz Niederholzer, Advisor Committee Chair	CVR	2012	fjniederholzer@ucdavis.edu	559-456-7556

Program Committee

NAME	TITLE	AFFILIATION	END DATE	EMAIL	TELEPHONE
Rachel Surls, Chair	County Director	CCSR	2013	ramable@ucdavis.edu	323-260-3886
Becky Westerdahl	Advisor	UCD Specialist	2014	bbwesterdahl@ucdavis.edu	530-752-1405
James Bethke, Past Chair	Advisor	CCSR	2012	jabethke@ucdavis.edu	760-752-4715
Scott Oneto	CD/Advisor	NCMR	2013	sroneto@ucdavis.edu	209- 533-5686
Joe Grant	Advisor	CVR	2014	jagrant@ucdavis.edu	209-953-6100

Welfare and Benefits Committee

NAME	TITLE	AFFILIATION	END DATE	EMAIL	TELEPHONE
Eta Takele, Chair	CD/Advisor	CCSR	2012	ettakele@ucdavis.edu	951-683-6491
Dan Marcum	Advisor	NCMR	2014	dbmarcum@ucdavis.edu	530-336-5784
Ben Faber	Advisor	CCSR	2014	bafaber@ucdavis.edu	805-645-1462
Alec Gerry	Specialist	UCR	2012	alec.gerry@ucr.edu	951-827-7054

Rules and Elections Committee

NAME	TITLE	AFFILIATION	END DATE	EMAIL	TELEPHONE
Kris Lynn-Patterson, Chair	Acad. Coordinator	CCSR	2012	krislynn@ucdavis.edu	559-646-6592
David Lile	Advisor/CD	NCMR	2014	dfile@ucdavis.edu	530-251-8133
Craig Kallisen	Advisor	CVR	2012	cekallisen@ucdavis.edu	661-868-6221
Cindy Fake	Advisor	NCMR	2013	cefake@ucdavis.edu	530-889-7385
Tom Turini	Advisor	CVR	2014	taturini@ucdavis.edu	559-600-7205

Personnel Committee

NAME	TITLE	AFFILIATION	END DATE	EMAIL	TELEPHONE
Janine Hasey, Chair	Advisor	NCMR	2013	jkhasey@ucdavis.edu	530-822-7515
Steve Koike, Past Chair	Advisor	NCMR	2012	stkoike@ucdavis.edu	831-759-7350
Pam Geisel	Academic Coordinator	---	2013	pmelam@ucdavis.edu	530-754-6000
Kurt Hembree	Advisor,	CVR	2014	kjhembree@ucdavis.edu	559-600-7220
Vacant					
Mary Bianchi	Advisor	CCSR	2012	mlbianchi@ucdavis.edu	805-781-5949
Scott Stoddard	Advisor	CVR	2012	csstoddard@ucdavis.edu	209-385-7403
Marilynn Johns	CD, Advisor	CCSR	2012	mjohns@ucdavis.edu	650-726-9059

North Coast and Mountain Region Committee

NAME	TITLE	END DATE	EMAIL	TELEPHONE
Mike DeLasaux, Chair	Advisor	2014	mjdelasaux@ucdavis.edu	530-283-6125
Monica Cooper	Advisor	2014	mlycooper@ucdavis.edu	707-253-4221
Deborah Giraud	Advisor	2012	ddgiraud@ucdavis.edu	707-445-7351
Missy Merrill-Davies, Past Chair	Advisor	2012	mlmerrill@ucdavis.edu	530-233-6400

Central Valley Region Committee

NAME	TITLE	END DATE	EMAIL	TELEPHONE
Franz Niederholzer, Chair	Advisor	2012	fjniederholzer@ucdavis.edu	530-822-7515
Kurt Hembree, Past Chair	Advisor	2013	kjhembree@ucdavis.edu	559-600-7220
Matthew T. Portillo	Advisor	2012	mtportillo@ucdavis.edu	530-538-7201
John Borba	County Director/Advisor	2013	jaborba@ucdavis.edu	661-868-6200

Central Coast and Southern Region Committee

NAME	TITLE	END DATE	EMAIL	TELEPHONE
James Bethke, Chair	Advisor	2012	jabethke@ucdavis.edu	760-752-4715
Vacant				
Jose Aguiar	Advisor	2012	jlaguiar@ucdavis.edu	760-342-2467
Andre Biscaro	Advisor	2014	asbiscaro@ucdavis.edu	661-974-8825

Academic Coordinators Committee

NAME	TITLE	END DATE	EMAIL	TELEPHONE
Shermaine Hardesty, Chair	Academic Coordinator	2012	shermain@primal.ucdavis.edu	530-752-0467
Kris Lynn-Patterson, Past Chair	Academic Coordinator	2012	krislynn@ucdavis.edu	559-646-6592
Steven Worker, Vice Chair/Secretary	Academic Coordinator	2014	smworker@ucdavis.edu	530-754-8519

UC Berkeley Campus Committee

NAME	Department	END DATE	EMAIL	TELEPHONE
Pat Crawford, Chair	Nutritional Sciences & Toxicology	2012	crawford@berkeley.edu	510-642-5572
Kent Daane	Env. Sci., Policy & Management	2014	daane@ucdavis.edu	559-646-6522
Bill Stewart	Env. Sci., Policy & Management	2013	stewart@nature.berkeley.edu	510-643-3130

UC Davis Campus Committee

NAME	Department	END DATE	EMAIL	TELEPHONE
Ken Tate, Chair	Plant Sciences	2012	kwate@ucdavis.edu	530-754-8988
Lenna Ontai	Human Development	2013	lontai@ucdavis.edu	530-752-6410
Alison van Eenennaam	Animal Science	2014	alvaneennaam@ucdavis.edu	530-752-7942
Toby O'Geen	Land, Air, and Water Resources	2012	atogeen@ucdavis.edu	530-752-2155
Steve Grattan	Land, Air, and Water Resources	2013	sgrattan@ucdavis.edu	530-752-4618
Brad Hanson	Plant Sciences	2014	bhanson@ucdavis.edu	530-752-8115

UC Riverside Campus Committee

NAME	Department	END DATE	EMAIL	TELEPHONE
Alec Gerry, Chair	Entomology	2012	alec.gerry@ucr.edu	951-827-7054
Milt McGiffen	Botany, Plant Sciences	2014	milt@ucr.edu	909-560-0839
Matt Daugherty	Entomology	2014	Matt.daugherty@ucr.edu	951-827-2246

Academic Policy Committee

NAME	TITLE	AFFILIATION	EMAIL	TELEPHONE
Kevin Day, Chair	Advisor	CVR	krdav@ucdavis.edu	559-684-3311
Chris Greer	Advisor	CCSR	cagreer@ucdavis.edu	530-822-7515
Steve Wright	Advisor	CVR	sdwright@ucdavis.edu	559-684-3315
Joyce Strand, Past Chair	Academic Coordinator	Statewide	jstrand@ucdavis.edu	530-752-8352

Roster 2 - Current roster with needed new positions in yellow. Orange tables indicate 2013 membership

**Program Committee
(min 3, max 5)**

NAME	Affiliation	END DATE	EMAIL	TELEPHONE	
John Karlik, President	CVR	2013	jfkarlik@ucdavis.edu	661-868-6220	
Frank Mitloehner, Past President	CVR	2013	fmitloehner@ucdavis.edu	530-752-3936	
Matthew T. Portillo, President-Elect	CVR	2014	mtportillo@ucdavis.edu	530-538-7201	
, Secretary		2013			
, Academic Coordinator Comm. Chair		2013			
, Specialist Committee Chair		2013			
, Advisor Committee Chair		2013			
NAME	TITLE	AFFILIATION	END DATE	EMAIL	TELEPHONE
Rachel Surls, Past Chair	CD/Advisor	CCSR	2013	ramabie@ucdavis.edu	323-260-3886
Becky Westerdahl	CE Specialist	UCD	2014	bbwesterdahl@ucdavis.edu	530-752-1405
Scott Oneto	CD/Ag Advisor	NCMR	2013	sroneto@ucdavis.edu	209- 533-5686
Joe Grant	Ag Advisor	CVR	2014	jagrant@ucdavis.edu	209-953-6100

Welfare and Benefits Committee (min 3, max 5) as per R and E 5-18-12

NAME	TITLE	AFFILIATION	END DATE	EMAIL	TELEPHONE
Dan Marcum, Chair	Ag Advisor	NCMR	2013	dbmarcum@ucdavis.edu	951-683-6491
Eta Takele, Past Chair	Ag Advisor	CCSR	2014	ettakele@ucdavis.edu	530-336-5784
Blake Sanden	Ag Advisor	CVR	2015	blsanden@ucdavis.edu	661-868-6218
Steve Wright	Ag Advisor	CVR	2012		951-827-7054

RULES and ELECTIONS as per R and E 5-18-12 (min 4)

NAME	TITLE	AFFILIATION	END DATE	EMAIL	TELEPHONE
Tom Turini, Incoming Chair	Ag Advisor	CVR	2014	taturini@ucdavis.edu	559-600-7205

David Lile	NR Advisor/CD	NCMR	2014	dfile@ucdavis.edu	530-251-8133
Steven Worker	4-H YD Acad. Coord.	CVR	2015	smworker@ucdavis.edu	530-754-8519
Cindy Fake	Ag Advisor	NCMR	2013	cefake@ucdavis.edu	530-889-7385
Kris Lynn-Patterson, Outgoing Chair	Acad. Coord.		2012	klynn@ucanr.edu	559-646-6592

PERSONNEL COMMITTEE as per R and E 5-18-12 This includes committee members for 2012-2013

NAME	TITLE	AFFILIATION	END DATE	EMAIL	TELEPHONE
Anna Martin, Incoming Chair	HR Advisor	CVR	2014	acmartin@ucdavis.edu	209-649-1104
Janine Hasey, Past Chair	Ag Advisor	CVR	2012	jkhasey@ucdavis.edu	530-822-7515
Pam Geisel	Academic Coordinator	---	2013	pmelam@ucdavis.edu	530-754-6000
Kurt Hembree	Ag Advisor,	CVR	2014	kjhembree@ucdavis.edu	559-600-7220
Rachel Long	Ag Advisor	CVR	2015	rflong@ucdavis.edu	530-666-8734
Larry Forero	CD/ NR Advisor	NCMR	2015	lforero@ucanr.edu	530-224-4900
Steve Tjosvold	Ag Advisor	CCSR	2015	satjosvold@ucdavis.edu	831-763-8013
Cindy Barnett	4-H Youth Advisor	NCMR	2015	ccbarnett@ucdavis.edu	530-224-4900
Ben Faber	Ag Advisor	CVR	2015	bafaber@ucdavis.edu	805-645-1462

North Coast and Mountain Region Committee (Min 4)

NAME	TITLE	END DATE	EMAIL	TELEPHONE
Mike DeLasaux, Past Chair	NR Advisor	2014	mjdelasaux@ucdavis.edu	530-283-6125
Monica Cooper	Ag Advisor	2014	mlycooper@ucdavis.edu	707-253-4221
vacancy		2013		
vacancy		2015		

Central Valley Region Committee (Min 4)

NAME	TITLE	END DATE	EMAIL	TELEPHONE
Franz Niederholzer, Past Chair	Ag Advisor	2012	fjniederholzer@ucdavis.edu	530-822-7515
Kurt Hembree	Ag Advisor	2013	kjhembree@ucdavis.edu	559-600-7220
vacancy	Advisor	2014		
vacancy		2015		
John Borba	County Director/4H/YD Advisor	2013	jaborba@ucdavis.edu	661-868-6200

Central Coast and Southern Region Committee (Min 4)

NAME	TITLE	END DATE	EMAIL	TELEPHONE
James Bethke, Past Chair	Ag Advisor	2012	jbethke@ucdavis.edu	760-752-4715
Jose Aguiar	Ag Advisor	2015	jlaquiar@ucdavis.edu	760-342-2467
vacancy		2015		
vacancy		2015		
Andre Biscaro	Ag Advisor	2014	asbiscaro@ucdavis.edu	661-974-8825

Academic Coordinators Committee (Min 3) as per R and E 5-18-2012

NAME	TITLE	END DATE	EMAIL	TELEPHONE
Shermain Hardesty, Chair	Academic Coordinator	2015	shermain@primal.ucdavis.edu	530-752-0467
Gemma Miner, Vice-Chair/Secretary	Academic Coordinator YFC 4-H Advisor	2015	gmmminer@ucdavis.edu ,	(530)754-8517
Kris Lynn-Patterson, Past Chair	Academic Coordinator	2015	klynn@ucanr.edu	559-646-6592

UC Berkeley Campus Committee (Min 3)

NAME	Department	END DATE	EMAIL	TELEPHONE
Pat Crawford, Past Chair	Nutritional Sciences & Toxicology	2012	crawford@berkeley.edu	510-642-5572
Kent Daane	Env. Sci., Policy & Management	2014	daane@uckac.edu	559-646-6522
		2015		
Bill Stewart	Env. Sci., Policy & Management	2013	stewart@nature.berkeley.edu	510-643-3130

UC Davis Campus Committee (Min 6)

NAME	Department	END DATE	EMAIL	TELEPHONE
Ken Tate, Past Chair	Plant Sciences	2012	kwate@ucdavis.edu	530-754-8988
vacancy		2015		
Lenna Ontai	Human Development	2013	lontai@ucdavis.edu	530-752-6410
Alison van Eenennaam	Animal Science	2014	alvaneennaam@ucdavis.edu	530-752-7942
vacancy		2015		
Steve Grattan	Land, Air, and Water Resources	2013	sgrattan@ucdavis.edu	530-752-4618
Brad Hanson	Plant Sciences	2014	bhanson@ucdavis.edu	530-752-8115

UC Riverside Campus Committee (Min 3)

NAME	Department	END DATE	EMAIL	TELEPHONE
Alec Gerry, Past Chair	Entomology	2012	alec.gerry@ucr.edu	951-827-7054
vacancy		2015		
Milt McGiffen	Botany, Plant Sciences	2014	milt@ucr.edu	909-560-0839
Matt Daugherty	Entomology	2014	Matt.daugherty@ucr.edu	951-827-2246

Academic Policy Committee (Min 4)

NAME	TITLE	End Date	EMAIL	TELEPHONE
Kevin Day, Chair	Advisor, CVR	2012	krdav@ucdavis.edu	559-684-3311
Chris Greer	Advisor, CVR	2013	cagreer@ucdavis.edu	530-822-7515
Steve Wright	Advisor, CVR	2012	sdwright@ucdavis.edu	559-684-3315
Joyce Strand, Past Chair	Academic Coordinator, Statewide	2012	jfstrand@ucdavis.edu	530-752-8352

**Academic Assembly Council
Academic Coordinators Committee**

Submitted by Shermain Hardesty, May 31, 2012

May 31, 2012
Academic Coordinators
Representative Group Report to the Academic Assembly Council

The Academic Coordinator's Representative Group consists of 13 academics, with two additional positions under recruitment.

Steven Worker, who was serving as Chair-elect this year, recently became a member of the Rules and Elections Committee; he is no longer eligible to succeed Shermain Hardesty as Chair. The newly appointed Chair Elect/Secretary, Gemma Miner, prefers to stay on in her current position; therefore, Shermain Hardesty will serve another term as Chair.

Academic Coordinators have not met in person this year. However, in a recent email exchange, it was indicated that some 4-H Academic Coordinators are experiencing difficulties because they are not co-Principal Investigators/Project Directors (PI/PDs) on grants. They often are the primary program delivery people for grant-funded projects, and are also the primary authors of most grant proposals. It was determined that they were not aware that they could apply for PI/PD status. A review of the Academic Coordinator Representative Group's report on January 25, 2011 indicated that, at that time, Academic Coordinators also were not aware of their ability to request PI/PD status.

Another Academic Coordinator reported that her PI/PD status was terminated without any notification. When she called Contracts and Grants about a contract that she was waiting for, the analyst told her that she was no longer a PI and that her grants had been reassigned to her supervisor.

Associate Vice President Barbara Allen-Diaz had previously written that Academic Coordinators are not given PI/PD status except by special request, that the need for it must be very clear, and that the approval of such status is rare. The Representative Committee will send out a notice on an annual basis to Academic Coordinators about the ability to apply for PI/PD status, subject to the conditions noted above. Additionally, the Chair will contact Executive Director of Academic Personnel, Kim Rodrigues, to determine to whom an AC should submit the PI/PD status request, and if/when an AC's PI/PD status is subject to review.

Submitted May 31, 2012