

MICHIGAN STATE
UNIVERSITY

TO: Department Chairpersons and School Directors, College of Agriculture and Natural Resources

FROM: Matt Raven, Election Officer, College Advisory Council

SUBJECT: **NOMINATIONS for University Council/Faculty Senate and other University and College Committees**

DATE: January 13, 2012

This memo is to solicit nominations of faculty members from each academic unit in the College of Agriculture and Natural Resources for vacancies on the University Council/Faculty Senate and other university and college standing committees. Please see the attachments for vacancies.

Note that the MSU and CANR Bylaws allow full time fixed-term faculty who have served at least three consecutive years and are engaged in the academic activities of the University on a regular basis to serve on university academic governance bodies, with the exception of the University Committee on Faculty Tenure.

The **DEADLINE** for receiving nominations **by Email** is 5:00 PM, February 3, 2012. Submit to:

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310 A Natural Resources

COLLEGE OF
AGRICULTURE
AND NATURAL
RESOURCES

Academic and Student Affairs

Michigan State University
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East Lansing, MI
48824-1039

517/355-0234
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Please **include a paragraph** of not more than 100 words describing each nominee. The paragraphs usually include rank, primary academic unit, date of appointment, educational background, unit and college responsibilities, and major academic interests, activities and accomplishments. Résumés are not acceptable for this purpose. The descriptions should be in a common, narrative form.

The College Bylaws require that the College Advisory Council review nominees for university standing committees and present only two names on the College Ballot. The names of all nominees for University Council/Faculty Senate and for college standing committees will be put forward.

Information on University committees may be found at:
<http://www.msu.edu/unit/acadgov/bylaws/index.html>

You are encouraged to nominate interested and qualified individuals based upon the perspectives they bring to these committees. You should also review upcoming vacancies on the College Advisory Council, the CANR Promotion and Tenure Committee and the College Academic Hearing Board.

The College election will occur following review by the College Advisory Council.

Thank you.

cc: Doug Buhler,
Suzanne Lang,
Richard Brandenburg

Unit Advisory Committee Chairpersons,
College Advisory Council

SUMMARY OF CANR COMMITTEE, COUNCIL AND BOARD SEATS TO BE ELECTED

- *UNIVERSITY COUNCIL / FACULTY SENATE:** four seats to be filled for two year terms.
- *UNIVERSITY COMMITTEE ON FACULTY TENURE:** one Tenure System faculty member.
- *UNIVERSITY COMMITTEE ON GRADUATE STUDIES:** one TS or fixed term faculty member.
- *UNIVERSITY COMMITTEE ON HONORS PROGRAMS:** one TS or fixed term faculty member.
- *UNIVERSITY COMMITTEE ON LIBERAL LEARNING:** one TS or fixed term faculty member.
- *UNIVERSITY COMMITTEE FOR THE LIBRARY:** one TS or fixed term faculty member.
- *UNIVERSITY ACADEMIC INTEGRITY HEARING BOARD:** two TS or fixed term faculty members.
- *UNIVERSITY ACADEMIC APPEALS BOARD:** two TS or fixed term faculty members.
- *COLLEGE CURRICULUM COMMITTEE:** one TS or fixed term faculty member.
- *COLLEGE GRADUATE COMMITTEE:** one TS or fixed term faculty member.
- *COLLEGE TEACHING AND ACADEMIC POLICY COMMITTEE:** one TS or fixed term faculty member.

Information on department and school representation on the **College Advisory Council**, the **College Promotion and Tenure Committee** and the **College Academic Hearing Board** is contained in the following Guidelines.

Guidelines for Nominations for Spring 2012 Elections College of Agriculture and Natural Resources

UNIVERSITY COUNCIL / FACULTY SENATE

CANR is to fill four (4) vacancies for the term 2012 - 2014. No representative may serve more than two consecutive terms. Steering Committee members may not serve concurrently as elected college representatives to the Council. University Bylaws require that each college with three or more representatives to have one non-tenured (NT) member. **Each eligible department or school may nominate one eligible candidate from the tenure system faculty or fixed-term faculty who have served at least three consecutive years full time and are engaged in the academic activities of the University.** University Council/Faculty Senate meets twice a month, always on Tuesdays from 3:15 – 5:00 p.m.

The current representation of CANR to University Council/Faculty Senate is shown below.

<u>Representative</u>	<u>Department or School</u>	<u>Term Expires</u>
Haddish Melakeberhan**	Horticulture	2012
John Hoehn**	AFRE	2012
Harold Hughes*	Packaging	2012
Larry Gut*	Entomology	2012
Matthew Grieshop (NT)	Entomology	2013

* Eligible for re-election: term expires August 15, 2012

** Not eligible for re-election: current term expires August 15, 2012.

NOMINATIONS FOR UNIVERSITY COMMITTEES

Each academic department or school may nominate one candidate for each of the following University Standing Committees. These are the committees that have openings for eligible CANR members. By College Bylaws, the list of nominees must be reduced to two names by the College Advisory Council before the election. Terms of office are two years expiring August 15, 2014. Current members with terms ending 8/15/12 are listed.

1. **UNIVERSITY COMMITTEE ON FACULTY TENURE**
(CANR must elect a Tenure System faculty member)
Ning Jiang* Horticulture
2. **UNIVERSITY COMMITTEE ON GRADUATE STUDIES**
Greg Lang* Horticulture
3. **UNIVERSITY COMMITTEE ON HONORS PROGRAMS**
Rene Hinojosa* SPDC
4. **UNIVERSITY COMMITTEE ON LIBERAL LEARNING**
Maria Rubino* Packaging
5. **UNIVERSITY COMMITTEE FOR THE LIBRARY**
Suzanne Lang** Horticulture

* Eligible for re-election: term expires August 15, 2012

** Not eligible for re-election

NOMINATIONS FOR UNIVERSITY BOARDS

CANR is to elect two nominees for each board to fill one vacancy. The President shall then appoint one to each board. Terms will run from August 16, 2012 through August 15, 2015.

1. **UNIVERSITY ACADEMIC INTEGRITY HEARING BOARD**

Patricia Machemer	SPDC	eligible for re-election
Matt Raven	CARRS	presently serving until 2013

2. **UNIVERSITY ACADEMIC APPEALS BOARD**

Michael Kaplowitz	CARRS	eligible for re-election
Greg Lang	HRT	presently serving until 2013

NOMINATIONS FOR STANDING COLLEGE COMMITTEES

COLLEGE ADVISORY COUNCIL

Seven vacancies are to be filled by academic units. Each eligible unit must appoint one member. The terms are two years, from August 16, 2012 to August 15, 2014. Current faculty representatives to the College Advisory Council are shown below. Units whose representative's term expires on August 15, 2012 must appoint new members.

<u>Representative</u>	<u>Department/ School</u>	<u>Term Expires August 15th</u>
AFRE***	Lindon Robison*	2012
CARRS***	Matt Raven**	2012
BAE***	Jim Steffe*	2012
ANS	Ron Bates	2013
CSS***	Dave Douches*	2012
ENT	Zachary Huang	2013
FW	Dan Hayes	2013
FSHN***	Zey Ustunol*	2012
FOR***	David Skole*	2012
HRT	Dan Keathley	2013
PKG	Laura Bix	2013
PLP	William Kirk	2013
SPDC***	Rene Hinojosa*	2012

* Term expires, ineligible for re-election

** Term expires, eligible for re-election

*** Academic unit must appoint a new member: two-year term begins August 16, 2012.

Departments and schools appointing new members to the COLLEGE ADVISORY COUNCIL should provide the representative's name to the Dean's Office by March 19, 2012.

COLLEGE PROMOTION AND TENURE COMMITTEE

Four vacancies are to be filled by academic units. Each eligible unit must elect one member. The terms are three years, from August 16, 2012 to August 15, 2015. Current faculty representatives to the CANR Tenure and Promotion Committee are shown below. Elected professors shall serve a three-year term. No voting faculty member shall serve two consecutive three-year terms. Professors will be eligible for re-election to the College Promotion and Tenure Committee two calendar years after the completion of their previous term. Units whose representative's term expires on August 15, 2012 must appoint new members.

<u>Representative</u>	<u>Department/ School</u>	<u>Term Expires August 15th</u>
AFRE**	Roy Black*	2012
CARRS	George Rowan	2013
BAE	Brad Marks	2014
ANS	Robert Tempelman	2014
CSS	Brian Teppen	2013
ENT	Rufus Isaacs	2013
FW	William Taylor	2014
FSHN	James Pestka	2013
FOR**	Karen Potter-Witter*	2012
HRT	Randy Beaudry	2014
PKG**	Pascal Kamdem*	2012
PLP	George Sundin	2013
SPDC**	Eric Strauss*	2012

* Term expires, ineligible for re-election

** Academic unit must elect a new member: 3-year term begins August 16, 2012.

Departments and schools appointing new members to the COLLEGE PROMOTION AND TENURE COMMITTEE should provide the representative's name to the Dean's Office by March 19, 2012.

COLLEGE ACADEMIC HEARING BOARD

According section II of the **Academic Hearing Procedures for the College of Agriculture and Natural Resources** (see <http://www.canr.msu.edu/canrhome/facstaff.htm>) approved by the **College of Agriculture and Natural Resources Advisory Council November 5, 2010:**

The College shall constitute a **College Hearing Board pool** no later than the end of the tenth week of the spring semester. The College Hearing Board pool consists of **one faculty member appointed by each of the College's departments and schools**, eight undergraduates selected by the College's Student Senate and eight graduate students appointed by the Council of Graduate Students. **The College faculty eligible for appointment to the Hearing Board pool shall be all regular faculty and full time fixed-term faculty who have served at least three consecutive years and are engaged in the academic activities of the College on a regular basis. Faculty appointments to the Hearing Board pool will be for a three year term beginning on May 16.**No faculty member or student may serve more than two consecutive terms in the College Hearing Board pool.

Current appointments are:

AFRE	David Schweikhardt	2011 - 2014
ANS		
BAE		
CARRS		
CSS	James Crum	2011 - 2014
ENT		
FW	Juan Pedro Steibel	2011 - 2014
FSHN	Norman Hord	2011 - 2014
FOR		
HRT	Steven Vannocker	2011 - 2014
PKG		
PLP	Dennis Fulbright	2011 - 2014
SPDC		

Each unit without an appointment should provide the name of its College Hearing Board faculty member to the Dean's Office by March 19, 2012.

NOMINATIONS FOR COLLEGE OF AGRICULTURE AND NATURAL RESOURCES COMMITTEES

Please provide nominations for the vacancies on each committee.

COLLEGE CURRICULUM COMMITTEE

The current departmental representation to the College Curriculum Committee is shown below. Note departments that are ineligible.

<u>Representative</u>	<u>Department/ School</u>	<u>Term Expires August 15th</u>
Bridget Behe*	Horticulture	2012
Lorraine Weatherspoon*	Food Science & Human Nutrition	2012
Dan Bronstein	CARRS**	2013
Mary Bremigan	Fisheries and Wildlife**	2013
Janice Siegford	Animal Science**	2014
Matt Syal	SPDC**	2014

COLLEGE GRADUATE COMMITTEE

The current departmental representation to the College Graduate Committee is shown below. Note departments that are ineligible.

<u>Representative</u>	<u>Department/ School</u>	<u>Term Expires August 15th</u>
Ryan Warner*	Horticulture	2012
Diana Twede*	Packaging	2012
Kim Chung	CARRS**	2013
Scott Peacor	Fisheries and Wildlife**	2013
Gale Strasburg	Food Science & Human Nutrition**	2014
Nathalie Trottier	Animal Science**	2014

COLLEGE TEACHING AND ACADEMIC POLICY COMMITTEE

The current departmental representation to the Teaching and Academic Policy Committee is shown below. Note departments that are ineligible.

<u>Representative</u>	<u>Department/ School</u>	<u>Term Expires August 15th</u>
Chuck Nelson*	CARRS	2012
Pat Crawford*	SPDC	2012
Brad Rowe	Horticulture**	2013
David Schweikhardt	AFRE**	2013
Karen Renner	Crop and Soil Sciences**	2014
Tim Harrigan	Biosystems Engineering**	2014

* Not eligible for re-election.

** Departments not eligible to submit nomination.

MEETING SCHEDULE FOR STANDING COMMITTEES AND ADVISORY CONSULTATIVE COMMITTEES

STANDING COMMITTEES:

UNIVERSITY COMMITTEE ON UNDERGRADUATE STUDIES

Meet bi-weekly on Thursday mornings at 10:15 a.m. in the Board Room, Administration Building.

UNIVERSITY COMMITTEE ON CURRICULUM

Meets every Thursday from 1:30-5:00 p.m. in the Board Room or room 170 of the Administration Building. The Full Committee meets once a month and the Subcommittees A, B, and C alternate meeting the other Thursdays.

UNIVERSITY COMMITTEE ON FACULTY AFFAIRS

Meet on Tuesdays from 1:00-3:00 in the Board Room, Administration Building. The full committee meets every other week and then sub committees meet on the alternate Tuesdays. Meetings begin the first full week of classes and stop prior to exam week.

UNIVERSITY COMMITTEE ON FACULTY TENURE

Meet bi-weekly on Wednesdays from 3:30-5:00 p.m. in room 443, Administration Building. Meetings begin the first full week of classes and stop prior to exam week.

UNIVERSITY COMMITTEE ON GRADUATE STUDIES

Meet the first Monday of each month from 3:00-5:00 p.m. in the Board Room, Administration Building.

ADVISORY CONSULTATIVE COMMITTEES:

UNIVERSITY COMMITTEE ON HONORS PROGRAMS

Meet once a semester or as needed.

UNIVERSITY COMMITTEE ON INTERNATIONAL STUDIES & PROGRAMS

To be arranged at the beginning of the academic year. Meet approximately once a month.

UNIVERSITY COMMITTEE ON LIBERAL LEARNING

Generally meet the 4th Wednesday of each month from 3:00-4:30 p.m.

UNIVERSITY COMMITTEE FOR THE LIBRARY

Meet at least once a semester or as needed.

COLLEGE OF AGRICULTURE AND NATURAL RESOURCES
STANDING COMMITTEES

College Advisory Council -serves as an open channel of communication between the college faculty, students and the Dean. Responsible for college elections, college faculty meeting agendas, selection of college nominees for various awards; advisory to the Dean. Meets once a month for two hours, September-May, and as necessary.

College Curriculum Committee -clearing-house for all curriculum matters. Typically meets for two hours every two weeks, September-May, and as necessary.

College Graduate Committee -reviews new graduate programs and revisions in existing programs, selects nominees for Distinguished Graduate Fellowships, Dissertation Completion Fellowships, etc. Reviews graduate program and student issues. Also functions as College Graduate Judiciary. Meets for two hours once a month, September-May, and as necessary.

College Teaching and Academic Policy Committee -advises and consults with the Director of Academic Affairs on matters of teaching and academic policy. Meets as necessary, usually several times each semester.