



UNIVERSITY *of* CALIFORNIA  
Division of Agriculture & Natural Resources

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University of California Agriculture and Natural Resources  
Academic Assembly Council

**MINUTES**

**October 4-5, 2006 – University of California, Riverside**

**AAC Members Attending:**

Chris Greer, President  
Steve Vasquez, Immediate Past President  
Fe Moncloa, President Elect  
Leigh Johnson, Secretary  
Frank Wong, Rules and Elections Committee Chair  
Mike De Lasaux, Personnel Committee Chair  
Ramiro Lobo, Program Committee Chair  
Paul Vossen, NCMR Sub-Region 1 Committee Chair  
Darren Haver, CCSR Sub-Region 2 Committee Chair  
Mary Louise Flint, UCD Committee Chair  
Don Merhaut, UCR Committee Chair

**Guests Attending:**

Rick Standiford, ANR Associate Vice President  
Chris Casey, ANR Assistant Vice President  
Peggy Mauk, CCSR Regional Director

**Meeting Highlights (see below for details):**

- AVP Standiford discussed the process for prioritizing new positions and which had been approved. He also presented extensive data on trends in ANR academic positions and comparisons of California to selected other states' compensation, years of service and percentage with PhD. A Blue Ribbon Committee representing administration, campuses and counties is addressing advisor compensation issues. VP Reg Gomes will retire in February 2007. UC Delivers stories are needed.
- New AVP Chris Casey introduced herself, discussed her staff and their work on personnel issues.
- New CCSR Regional Director Peggy Mauk introduced herself and discussed her vision, goals, roles.
- AAC President Chris Greer is committed to improving communications among AAC members and between AAC and members of the Academic Assembly. This will include improving the website, involving new people who want to work actively on AAC, and recommending that the Assembly be convened at the next statewide ANR meeting.
- AAC President-Elect Fe Moncloa and Past President Steve Vasquez are serving on the Blue Ribbon Committee on Advisor Status.
- UCB Committee reported that specialist support augmentation is pending two retirements. They are concerned about CE equivalent rank at ANR and differences in policies for specialists vs. faculty.

- UCD Committee reported they will sponsor a technology tools conference Feb. 22 with the Dean. UCD CAES website will list specialists and include a search function for their expertise. Specialists want to raise CE's campus profile; advisors can facilitate by involvement with departments.
- UCR Committee reported that specialists are concerned that salary and recruitment packages are not competitive with those of other campuses. They want to raise specialists' profile within ANR. Faculty research and advisors' information needs are disjunct. UCR discourages advisors as Co-PIs because of the need to administer a separate account for multi-campus awards.
- CCSR Subregion 1 Committee recommended that salaries for both new and current advisors should be adjusted based on cost of living in the region of the assignment. Cost of living is particularly acute in CCSR, some advisors cannot afford to live in the region and morale is low. Consulting policy needs to be interpreted uniformly. There are serious deficiencies in numbers of some types of advisors, especially NFCS. AAC needs to engage advisors and demonstrate how it is benefiting them.
- CCSR Subregion 2 Committee reported primary issues identified by advisors are low compensation, high workload and that the consulting policy is not an adequate replacement for salary increases.
- NCMR Subregion 1 Committee reported that low advisor salaries are a strong concern. ANR administration compares advisor salaries to agent salaries in other states, but acknowledges they are not comparable. Advisors want realistic examples of what consulting is OK and not OK. UCD policy requiring hiring, instead of creating a business agreement, greatly slows the process. The advancement process needs to put more emphasis on the conventional role of an advisor, instead of so much emphasis on publishing peer-reviewed journal articles.
- NCMR Subregion II Committee recommended that advisors should be paid on same scale as specialists and faculty; the 2% COLA was appreciated. The new online PR process was positive; document attachments need page number integration with rest of document. There is too much emphasis on career bibliography; need more emphasis on accomplishments and impacts. Advisors want more support from ANR, instead of industries with deep pockets. They want an online questionnaire to provide input on new position needs and are happy about new positions in NCMR. The AAC website needs to be updated.
- Rules and Elections Committee requested guidance on election and appointment processes.
- Personnel Committee reported they will conduct PR trainings this fall and train ad hoc committee chairs in January. AVP Standiford approved them to move forward with streamlining merit reviews and integrating all reporting mechanisms as much as possible. This year everyone will use the new process for Advisor annual evaluations. Goal of the new system is that merit increases would be nearly automatic at the normative time. It will be phased in beginning this year.
- Program Committee recommended increasing Professional Society Travel funds per person because of escalating travel costs and majority of requests are for longer, out of state trips. Committee wants to ask administration for a higher budget to ensure they can fund all eligible requests. The committee proposed that an Outstanding Administrator Award category be added to the Distinguished Service Awards. They asked whether Academic Coordinators are members of the Academic Assembly and thus eligible for PST and DS Awards.
- CVR Subregion I and II and Welfare Committees did not report.

### **Motions Passed and Action Items Approved by Academic Assembly Council:**

Considerable discussion concerned the need to improve Academic Assembly Council communications so that it could better serve the members of the Academic Assembly and to clarify eligibility for membership in the Academic Assembly. The following motion and action items were approved to address this issue:

- Motion: Appoint an *ad hoc* committee to improve the AAC website.
- Action Item: President Greer will follow up on this committee.
- Action Item: Develop a list server for AAC that automatically updates as part of a plan to conduct AAC business and increase Academic Assembly members' awareness of how AAC benefits them.

President Greer will also send a quarterly update on AAC activities. He will request AVP Standiford and CS Director Sams to support development of such a list server as soon as possible.

- Action Item: President Greer will ask AVP Standiford whether Academic Coordinators qualify to be members of the Academic Assembly.
- Action Item: President Greer will suggest to AVP Rick Standiford that the Academic Assembly meet as a whole during the next statewide meeting. AAC will also suggest it to the organizing committee when it is formed.
- Action Item: President Greer will discuss the need to increase specialists' visibility as a part of ANR with AVP Standiford, e.g. adding information about them to the ANR website home page.

The following action item was approved in response to an issue raised by Personnel Committee:

- Action Item: Personnel Committee requested an upgrade of software called Survey Solutions by Perseus that is easier for respondents to use and requires less manipulation of data than the ANR survey software. President Greer approved this expenditure.

The following motions were approved in response to issues raised by Program Committee:

- Motion: AAC will increase the per person grant for Professional Society Travel to \$600, effective July 1, 2007, and approach administration for a budget increase to maintain the number of people who can be funded each year.
- Motion: Academic Assembly Council will request Associate Vice President Standiford to establish an Outstanding Administrator Award for Academic Assembly members in administrative roles. The value of the award would be consistent with the Distinguished Service Awards.

The following action item was approved in response to an issue raised by CCSR Sub-Region 1 Committee:

- Action Item: President Greer will ask AVP Standiford to clarify the consulting policy, including examples of appropriate and inappropriate consulting opportunities.

Two action items were approved in response to issues raised by the UCR Campus Committee and CCSR Sub-Regional 1 and 2 Committees.

- Action Item: President Greer will discuss with AVP Standiford the status of advisors as Co-PIs in multi-campus awards; this arose as an issue at UCR.
- Action Item: The two CCSR Sub-Regional Committees may work jointly for a year as a trial and submit a joint report at the AAC meetings.

The following motion and action items were approved to address Council operational issues:

- Motion: Minutes of the Spring 2006 meeting were approved as corrected.
- Action Item: The updated version will be posted to AAC website.
- Action Item: President Greer will schedule the next AAC meeting, likely in April 2007.

**ANR Associate Vice President Rick Standiford discussed:**

- UC Delivers and culture of accountability
- Trends in ANR Academics
- CE Advisor positions and compensation:
  - 2006-07 Positions
  - 2005-06 Recruitments
  - 2007-08 Process
- VP Search Processes, Budget and Program Council

- **UC Delivers**

215 stories are posted, including 8 in 2005 and 5 in 2006. It is the most visited section of <http://ucanr.org> and can be accessed from the menu bar at the left of the home page. Stories can be submitted via <https://my.ucanr.org> Enter your full email address and email password at the secure login page. Then, find the UC Delivers section and click on Add a New Story. ANR leadership wants Core Issue Grant reports to be in a UC Delivers format. Note that 137 stories from 2003 still await authors' approval and will be abandoned by ANR.

- **Trends in ANR Academics.**

AVP Standiford presented extensive information via graphs and tables. For example in 1990 ANR had 325 advisors and 200 specialists but by 2005 only 230 advisors and 130 specialists. Specialist FTEs equaled 117 in 2005 due to shared funding with other sources. He answered the following questions about this data:

**Q:** Why did we lose so many positions? **A:** Major funding cuts

**Q:** Did departments experience similar reductions in positions? **A:** Yes

**Q:** Did campuses experience similar reductions? **A:** Campuses took relatively much less reduction in teaching positions.

**Q:** Must the entire UC budget increase in order to restore UCCE funding? **A:** Yes, base budget must increase. VP Gomes has close ties to UCOP leadership. President Dynes says his job is to serve people and he knows that UCCE does this, e.g. his recent visits to agricultural producers around the state. Once the Governor agrees to a budget augmentation, UC can then communicate with the Legislature.

Total ANR FTE Allocation:

Promoting Human Development 17%

Sustaining Natural Resources 22%

Pest Management 20%

Sustaining California Agriculture 41%

ANR Planned FTE and Knowledge Areas for each topic comprised several bar graphs that categorized advisors by knowledge area using DANRIS; Specialists will begin reporting on DANRIS next year. Data examples: Youth Development has 17 advisors and all Youth Development effort is in UCCE; Nutrient Requirements effort is almost all via AES research; most topics included significant levels of effort by both UCCE and AES.

- **Advisor Positions and Compensation**

Approved CE Advisor Positions 2006-07:

Agricultural Productivity = 8

Agricultural Policy and Pest Management = 2

Human Resources = 4

Nat Resources and Animal Agriculture = 4

2005-06 Recruitments:

15 recruitments

9 successful searches (87% with PhD)

6 failed searches: 1 – none qualified; 5 – salary too low, housing too high, immigration/visa issues

AVP Standiford reviewed criteria for rating position requests, e.g. fills programmatic or administrative gap with urgent need to be filled; consistent with priority issues. ANR wants to take a statewide perspective so Program Leaders, workgroups, continuing conferences, and statewide programs will be more involved. ANR will post possible positions to the website.

Highlights of timetable for rating position requests:

Oct. 16: Program Leaders and Regional Directors receive input from all ANR  
 Nov. 7: Program Council recommends a process to narrow the lists  
 Jan. 15: Regional Directors and Program Leaders submit prioritized positions in budget proposal  
 Feb. 6: Program Council budget presentations  
 Apr. 10: Program Council recommendations submitted to VP  
 June: Final decision

Advisor Age Distribution. Note peaks at 50-55 and 55-60 (\*Data estimated from graph)

Age	<30	30-35	35-40	40-45	45-50	50-55	55-60	60-65	>65	Total
# Adv*	2	7	10	20	31	78	58	13	5	224
% Adv	.9%	3.1%	4.5%	9.0%	13.8%	34.8%	25.9%	5.8%	2.2%	100%

Specialist Age Distribution. Note peaks at 50-55 and 55-60 (\*Data estimated from graph)

Age	<30	30-35	35-40	40-45	45-50	50-55	55-60	60-65	>65	Total
# Spec*	0	5	7	17	10	40	33	18	8	138
% Spec	0.0%	3.6%	5.1%	12.3%	7.2%	29.0%	23.9%	13.0%	5.8%	100%

Specialists retire a little later on average than advisors  
 Retirements anticipated within 5 years: 18 county directors, 48 advisors and 25 specialists  
 Retirements anticipated within 10 years: 27 county directors, 109 advisors and 51 specialists  
 In other words, about one-fifth of current advisors and specialists will likely retire within five years. Of 52 current county directors, over one-third will likely retire within five years.

Retirements anticipated within 5 years / 10 years by Program Area:  
 Human Resources – 8 advisors and 9 specialists / 17 advisors and 17 specialists  
 Natural Resources – 2 advisors and 3 specialists / 3 advisors and 7 specialists  
 Pest Management and Nursery – 6 advisors and 4 specialists / 18 advisors and 10 specialists  
 Crops and Crop Science – 10 advisors and 7 specialists / 36 advisors and 14 specialists  
 Dairy, Livestock and Animal Science – 4 advisors and 2 specialists / 8 advisors and 3 specialists

Blue Ribbon Committee on Cooperative Extension Advisor Status members:  
 Rick Standiford UCOP, Keith Gilles UCB CNR, Julie Beal and Jim McDonald UCD CAES, Tim Paine UCR CNAS, Harry Carlson NCMR, Sharon Junge NCMR, Terry Salmon CCSR, Fe Moncloa CCSR, Steve Vasquez CVR

The committee is charged to:  
 Compare policies and procedures applied to CE Advisors to those applied to CE Specialists and AES Scientists, including procedures for appointments, merits and accelerations  
 Recommend policy changes

AVP Standiford presented data for Advisors/Agents and Specialists in California and other states, for example:

The most highly paid Advisors are in California.  
**Average county salary for California is \$74,813; average service 19 years; 28% have PhD.**  
 Next highest average county salary is New Jersey at \$74,639; average service 17 years; 7% have PhD.  
 US average county salary is \$49,282; average service 19 years; 5% have PhD.

The most highly paid Specialists are in Nevada.  
 Average specialist salary for Nevada is \$98,810; average service 17 years; 93% have PhD.  
 Next highest average specialist salary is Delaware at \$96,374; average service 18 years; 80% have PhD.

**California has third highest average specialist salary at \$95,424; average service 18 years; 88% have PhD.**

**Data comparing average county salary as a percentage of specialist salary show:**

In Rhode Island, average county salary is 100% of average specialist salary.

In New Jersey, average county salary is 87% of average specialist salary.

**California ranks 13<sup>th</sup> on this list: average county salary is 78% of average specialist salary.**

64 separations over past 5 years: 78% retired; 7% term not renewed; 9% accepted other job

Exit interviews were conducted for 50%

Expect 47 retirements over next 5 years and 108 over next 10 years

By July 1, 2007 15% of Advisors will be brand new

We need to think about orientation and mentoring

18 Advisors have off-scale salaries = 8%

36% of Assistant Advisors have off-scale salaries

55% of 2005-06 recruitments were filled with off-scale salaries

47% of hires since 2001 had off-scale salaries

Off scale policies guided by ANR Administrative Handbook Section 330 that requires return to scale (not required for faculty).

30% of all California Advisors have PhD; Washington is next with 11%

48% of last 20 years' hires have PhD

67% of last 5 years' hires have PhD

86% of 2006 hires have PhD

No B.S. (only) Advisors were hired over last 23 years

Academic Personnel Manual (APM) does not specify that faculty must have a PhD.

VP Gomes sets policies for ANR and has equivalent standing to chancellors.

The committee evaluated policies including: consulting; sabbatical leaves; career equity review; off-scale salaries; educational requirements; retention packages; "faculty" recruitment allowance (housing allowances); access to MOP loans; "Family Friendly" policies; start up packages; merit and promotion procedure. Findings included:

- Off-scale policy: We can fix this pretty quickly to be more consistent with how campuses do it, more flexible and open ended
- Career equity review could be appropriate if someone was placed too low when hired and is working above level; or if someone does better than enough each time but not enough to get an acceleration. AVP Standiford will ask AAC Personnel Committee to help address career equity.
- Educational requirements: We propose to rewrite the APM to clarify what an advisor is. Follow format for CE specialist and AES agronomist.
- Retention package: When someone announces plans to leave we do nothing; will try to have a practice more consistent with how it is handled on campus.
- Much of the competition for advisors is from private industry; campuses do not match private industry so we will need to develop practices to guide us
- Recruitment (housing) allowance; is in policy each year; currently is up to \$54,000 if Dean decides important for recruitment of a certain candidate. Is done for many new faculty on campus. This practice has been widely discussed in the press. Currently is for faculty or a series the Chancellor deems is important. VP Gomes may have authority to approve this. AVP Standiford thinks it could have made the difference for at least two failed searches last year.

- Access to MOP loans – low cost mortgages; uses short-term investment pool of money which UC gets 4% for and loans to faculty (recently) at below market rates; policy now says it's for faculty and senior management Head of this program said it is not for advisors and there is much pressure not to extend it.
- Family friendly policies: e.g. tenure clock stops if you are home caring for a child, spousal hires that are common on campuses. As a member of HERC, which is a network of higher education institutions, we have an opportunity to look at other institutions for spousal hires.
- Startup packages for advisors are grossly lower than on campuses. We are looking at ways to partner with campus-based people for lab access.
- Merit and promotion procedure: Concern about requiring a term review for a senior level Advisor; we will review the term policy. Discussed the equivalent of a departmental vote. We are limited to the ad hoc committees; we are looking at peer groups.
- **VP Search Processes, Budget and Program Council**
  - VP Gomes retires Feb. 2, 2007. President Dynes will decide when to release the position – probably this fall – many administrative positions are now vacant.
  - The positions of AVP-Programs and REC Director have been merged and will be recruited.
  - “Strengthening ANR” budget initiative; hope to have augmentations for CE and REC
  - AVP Standiford will chair Program Council

AVP Standiford answered the following questions:

**Q:** Have you considered how off-scale hires of new advisors will affect morale of those at higher levels?

**A:** Career equity review will address this for people who should be at a higher level. It will also be addressed by the market, if you have another job offer.

AAC Comment: This will provide a negative incentive for maintaining community relationships that are critical to ANR.

**Q:** How do we bring all those already on board to a higher level?

**A:** We are exploring all alternatives, e.g. market-based, more off-scale salaries.

**A:** Steve Vasquez said all is being worked through appropriate channels

**Q:** Will VP and Assistant VP searches be internal or external?

**A:** National

**ANR Assistant VP Christine Casey:**

- She prefers to be called Chris.
- AVP Casey discussed wide-ranging plans for revising policies and procedures.
- She provided an organizational chart for her staff and a description of their responsibilities:
  - Based in Oakland: Carol Berman (Director Contracts and Grants), Carolyn Frazier (Interim Director Human Services), Donna Jones (Director Budget), Jake McGuire (Controller)
  - Based at UCD: Karen Hamner (Assistant Director Research and Extension Centers), Shawn Tibor (Project Manager Facilities Administration), Dirk Holstege (Director Analytical Lab), Bob Sams (Director Communication Services)
- An online listing of job classifications and descriptions is being developed. AAC requested also a listing of salaries associated with each position and benefits that we may have to cover when preparing grant proposals. AVPs Casey and Standiford said to use the standard benefits percentage and adjust plans if benefits costs are higher for the person who is hired.

### **ANR Central Coast and South Regional Director Peggy Mauk:**

- Career history: Postdoctoral researcher in Plant Pathology at UCD 1988-1990; Plant Pathology Field and Vegetable Crops Advisor for Sacramento County 1990-1995; Subtropical Horticulture Advisor for Riverside County 1996-2001; County Director and Subtropical Horticulture Advisor for Riverside County 2001-2006; CCSR Regional Director 2006-present.
- Shared Vision: Who UCCE is and What we want to be
  - Conduct research and implement programs consistent with needs of people locally, regionally, statewide (and globally)
  - Statewide branch of one of the premier institutions in the world
  - Accountable to our mission
  - Unmatched in level of expertise and service
  - Integral part of the continuum from campus basic research to applied CE
- Strengths:
  - Expertise at county, campus and system levels
  - Problem solvers locally and statewide
  - Accountability to our mission and the people of California
  - Provide efficient delivery of technology to end users (Dynes)
  - Broad diversity of programs that reach all people
  - Programs that have broad impact; e.g. UC Delivers stories
- We are lean and focused:
  - CE is at critical mass with a large number of Advisors nearing retirement
  - Campus-based CE Specialists are at critical mass.
  - Mission-based, applied research on campuses is diminishing.
  - CE Advisors must do more research and the workload is probably why they retire early.
  - Are we at risk of becoming nonfunctional?
  - Tremendous challenge and opportunity to work within a complex system
  - CE is a system that bridges people to possible solutions
- What do we want to be?
  - See knowledge at work in each community
  - Make life better for all Californians
  - To do this... We need to invest in our future so that we do not become just another program
  - We need strong positive leadership at every level within UC to help bring together outstanding researchers, educators and staff to further our mission and reach Californians.
- Need teams at every level:
  - Shared purpose, vision and leadership – each take responsibility for CE to be successful
  - Atmosphere of cooperation and trust
  - TWIGS program example: NFCS, 4-H YD, Master Gardeners school garden project, nutrition education. Teachers cannot do such programs, given time for regular curriculum
- Opportunities:
  - Provide infrastructure
  - Be accountable to our mission and clientele
  - Responsible in addressing local issue
  - Staff CE consistent with evolving needs
  - Beware the risk of raising the red flag on the wrong problem. Do not risk being non-functional by answering the wrong questions, finding solutions to the wrong problem. Identify the red flag and solve the right problem. Tim Sellnow of North Dakota State University has considered and written on this issue.
- CCSR Regional Director's roles:
  - Enhance teams of experts to address local issues that have regional, statewide or global impact
  - e.g. bring people from region to meet with faculty

- Ensure that we have a local presence as UCCE, for example she would process to respond to and resolve problems when they arise.
- Enable staff to make impacts in their communities, for example provide resources, establish teams and provide conflict resolution training.
- Provide positive leadership that can build teams to engineer our future and answer the right questions
- Program development: Build program area teams and meet in person
- Position development: More planning, applicants, people in the region
- Mentoring: RD Mauk wants to go in the field with advisors, especially new ones.

#### **AAC President Report:**

- President Greer has a strong commitment to improve communications among Academic Assembly Council members and with the Assembly. We have a mailing list for the majority of the Assembly. It needs to be completed and to be updated automatically. Past President Vasquez will discuss using Collaborative Tools from ANR CS for AAC discussions.
- We will improve the AAC website using a new Site Builder version that is due in a few months. (See motion and Action Item at top of Minutes.)
- We could convene the entire Assembly at next statewide CE meetings, as was done in the past. (See Action Item at top of Minutes.)
- We need to involve more new people on AAC while retaining people with institutional memory. However, we do not want to attract people who are just looking for university service to put on their promotion dossiers. They must want to contribute and work.

#### **President Elect and Past President Reports**

- President Elect Fe Moncloa and Past President Steve Vasquez are serving on the Blue Ribbon Committee on Advisor Status.

### **CAMPUS REPORTS**

#### **UC Berkeley Campus Committee Report**

Written report from Christy Getz read by Steve Vasquez:

- CE Specialists support augmentation is on hold pending retirement of two UCB Specialists. Then, \$30,000/year support funds per Specialist will be divided between the department and the Specialist.
- UCB Specialists are following discussion of CE equivalent rank at ANR, e.g. Specialists:
  - Must use sick and vacation leave for maternity.
  - Are not automatically granted *emeritus status* upon retirement.
  - Are not eligible for faculty home loan program and other faculty perquisites.
  - Are not eligible to request a career equity review.
- CE Specialists meet every 2 months. Dean Paul Ludden will speak on how adjunct status affects teaching requirements.
- New UCB Provost George Breslauer visited CNR recently and was impressed with CE.
- CNR is pushing for endowed chairs; Specialists are pushing for CE endowed chairs.
- Many Advisors have UCB affiliate status and library privileges. Contact Sergio Alcantara to sign up (510) 642-4239 [salcanta@nature.berkeley.edu](mailto:salcanta@nature.berkeley.edu)

Comment: UCR Specialists are eligible for faculty perquisites with at least 5% OR appointment.

#### **UC Davis Campus Committee Report**

Chair Mary Louise Flint reported:

- UCD Specialists and Dean's office are sponsoring a conference on technology tools for electronic information delivery on Feb. 22, e.g. collaborative tools, ANR portal, survey tool, remote

coordination of meetings, using breeze software, video conferencing, online instructional delivery, train the trainers using DVD technology, various web-based tools such as pod casts, photo management, email management, GIS, mind manager time management tool.

- College of Agricultural and Environmental Sciences web page is being updated slowly. It will soon include a list of all UCD Specialists and a search function for their expertise.
- UCD Committee Chair will email current list of UCD specialists. They serve 3-year terms.
- Specialists want to raise their profile within the campus, e.g. campus does outreach activities without consulting specialists. Specialists Committee activities can help to keep CE alive. UC focuses on teaching students so they are focusing on teaching. They need to use CE specialists for teaching students, which is not allowed without an I&R appointment, so the campus is considering providing specialists with I&R appointments.
- If Advisors participate in departments, they will bring a stronger CE focus. Dean Van Alban meets with the Specialists advisory committee monthly. UCD has 80-90 specialists.
- Rick Roush, IPM Director, will return to Australia on Dec. 1 to take a provost position at a university. Expect to have an acting director appointed and a search for a new director. Strategic planning for IPM program will occur after Rick leaves. Pest Management Coordinating Conference under Tim Paine's leadership will consider planning for pest management throughout ANR.

### **UC Riverside Campus Committee Report**

Chair Don Merhaut reported:

- UCR has 22 specialists; 3 left last year. Their committee does not meet regularly. Specialists are concerned that when they receive tenure it's not really tenure. Salary and recruitment packages do not compete with those of other universities.
- Faculty research is at the molecular level and it is hard to find any who are interested in advisors' issues. Discussion: The disjunction between faculty research and advisors' needs for research-based information is widespread among disciplines.
- Specialists' visibility as part of ANR needs to increase. (See Action Item at top of Minutes.)
- UCR Deans Cooksey and Engel were invited to attend AAC. Cooksey is out of town.

Discussion:

- Integrating the various levels is a problem. In the past Specialists linked Advisors and Faculty. For many good reasons they no longer serve as that link. UCD Dean Van Alban meets monthly with Specialists, but still goes directly to Advisors instead of through Specialists. New people in departments receive no training or mentoring.
- We need to be able to find specialists with specific expertise and programs.
- UCR does not want advisors as Co-PIs because they don't want to set up a separate account. (See Action Item on Advisor Co-PI status for multi-campus awards at top of Minutes.)

## **SUB-REGION REPORTS**

### **Central Coast and Southern Region Sub-Region 1 Committee Report**

Fe Moncloa reported on behalf of Jodi Cassell, Carrie Pomeroy and Maria Giovanni who met:

- Salary scale adjustments: Salaries for new and current advisors should be adjusted based on cost of living in the region of the assignment. The CCSR faces special challenges as many, if not most, of the counties in the region are some of the most expensive areas to live in California, if not the country. This problem has significantly increased in the past 10 years. Some advisors do not live in their region due to housing costs. One member said that new advisors may get this adjustment; however, the salaries of current advisors must also be considered. Consulting as a way to supplement advisors' salaries was discussed. Differences in policy interpretation have led to discrepancies with how fees from consulting are handled. Clarification of this policy by AAC so that it is uniform for all advisors is advised. (See Action Item at top of Minutes.)

- Recruitment of CC&R Subregion #1 committee members: Most advisors in the region do not see tangible benefits from AAC. Some advisors have asked for the results of surveys by the AAC that have been previously conducted, with no response, which discourages them from participation. We discussed several potential members and will talk with Fe Moncloa after the October AAC meeting for her input. Overall, morale in the Subregion is low, with concerns that UCCE will not be able to recruit people to fill open positions and issues with advisors not being able to afford housing in their home counties. Another issue with respect to filling AAC committee slots is that retirements and staff losses during the past 5 years have left us with serious deficiencies in numbers and types of advisors in certain regions. For instance, there are only 14 (?) NFCS advisors in the whole state at the moment. We may need to rethink the requirements regarding committee membership as CE changes over the years. (See Action Item at top of Minutes.)
- Maria Giovanni is the new Chair of CCSR Subregion 1 Committee.

### **Central Coast and Southern Region Sub-Region 2 Committee Report**

Darren Haver reported for Chair Karl MacArthur:

- Committee members will work together to rebuild their committee and will stagger their terms.
- Primary issues reported by Advisors include:
  - Low compensation, especially with resumption of contributions to UCRS.
  - High workload, esp. for Advisors covering vacated positions, large counties or cross-county.
  - Consulting is an inadequate replacement for salary increases. (See Action Item at top of Minutes)

### **Central Valley Region Sub-Region 1 Committee Report**

No report.

### **Central Valley Region Sub-Region 2 Committee Report**

No report.

### **North Coast and Mountain Region Sub-Region 1 Committee Report**

Paul Vossen reported:

- Few advisors recognize AAC's overall advisory and representative capacities. They value Personnel Committee. (See Motion and Action Items at top of Minutes.)
- Low Advisor salaries are a strong concern. ANR administration compares Advisor salaries to Agent salaries in other states, but acknowledges they are not comparable.
- Consulting policy: Advisors want realistic examples of what is OK and not OK. How do we describe our 48-day consulting policy to our clientele? Can we advertise it on our business cards? The NCMR RD is concerned about the workload of having to review all consulting requests. Various administrators said the 48-day consulting policy was to offset salary lag for advisors and now they are saying it is an issue of fairness with campuses. If they are concerned about fairness, why not just increase our salaries? Does UC own us 24/7? A number of advisors do not like the private consulting policy because of reactions by clientele. Some clientele see it as a way to get help from a real expert that is above and beyond what we normally offer. One advisor was jealous of colleagues who had opportunities for private consulting. (See Action Item at top of Minutes.) Advisors have heard rumors that Academic Senate would like to dismantle ANR.
- UCD required us to hire someone, instead of using a business agreement, which slowed the process and required getting a low bid.
- An Advisor in NCMR is appealing denial of a merit advancement. The Advisor believes the denial provided insufficient constructive criticism that could be used for improvement.

Discussion: Personnel Committee will await appeal's outcome and may be asked to review it.

- Advancement process needs to put more emphasis on role of conventional academic Advisor, however much more reward is being given to writing peer-reviewed articles.

Discussion: Need to be sure position description reflects the actual job, e.g. if managing a program uses much time it should be indicated in the PD. Also need to educate colleagues on diversity of types of research and extension programs so they are adequately valued in *ad hoc* peer review committees. The Blue Ribbon Committee on Advisor status is considering how to change Advisor advancement requirements to include peer review journal publications at all levels.

### **North Coast and Mountain Region Sub-Region 2 Committee Report**

Steve Vasquez reported for Chair Rob Wilson:

- Advisors should be paid on same scale as specialists and faculty; the 2% COLA was appreciated, however.
- New online PR process was positive; document attachments need page number integration with rest of document. There is too much emphasis on career bibliography; need more emphasis on accomplishments and impacts.
- Advisors want more support from ANR, instead of industries with deep pockets.
- Advisors are happy that several new positions are being filled in NCMR. They want an online questionnaire to provide input on new position needs.
- AAC website needs to be updated. (See Motion and Action Item at top of Minutes.)

### **ROUNDTABLE DISCUSSION**

AAC Communications discussion: After considerable discussion, AAC approved a motion and several action items regarding the AAC website, the need for a comprehensive list-server for all Academic Assembly members that is automatically updated, and the value of convening the entire Academic Assembly at the next statewide meeting. (See Motion and Action Items at top of Minutes.) Although not formalized as a motion or action item, AAC recommended using the Collaborative Tools to discuss AAC issues between meetings. Further, reporting twice a year to the Assembly on the items we are addressing would further increase their awareness of AAC and how it is serving them. Ideas for implementing this such a report included bullet points or a AAC President's column in the ANR Report.

### **STANDING COMMITTEE REPORTS**

#### **Rules and Elections Committee Report**

Chair Frank Wong reported:

- He requested guidance on duties for the position. Discussion: election must be held by Jan. 10 and requests for nominations should go out early. To recruit standing committee volunteers it's helpful to send an email to each campus and region specifying which AAC standing committee seats are available. Ask Standing Committee Chairs what vacancies they have now and will have by end of year. Review AAC Bylaws and talk with committee chairs about considerations for membership, such as geography, title and program area.

#### **Personnel Committee Report**

Chair Mike De LaSaux reported:

- The Personnel Committee met in July and set their calendar. In November they will appoint ad hoc peer review committees. They will conduct PR trainings this fall and train ad hoc committee chairs in January.
- AVP Standiford approved the Personnel Committee to move forward with streamlining merit reviews. Goal is to integrate all reporting mechanisms as much as possible. DANRIS cannot integrate all we want this year but Karl Krist thinks we can upload documents as for the online PR process. Blue Ribbon Committee recommended streamlining merits, promotions and accelerations but this will be phased in.

- This year everyone will use the new process for Advisor annual evaluations. All regions will pilot a standardized Advisor annual evaluation form, modeled on one used in CCSR. All RDs had input to that form. Annual evaluations are due December 1 in CCSR. Other regions have not announced a due date. Goal of the new system is that merit increases would be nearly automatic at the normative time. The new system will be phased in beginning this year.

### **Program Committee Report**

Chair Ramiro Lobo reported:

- Program Committee has two new members, Gloria Barrett (Sacramento County Director) and Max Moritz (UCB Specialist). Cindy Fake and Ramiro Lobo remained to provide consistency.
- Ramiro is coordinating Professional Society Travel award process and Max Moritz will take it over. Circulating the announcement has been a problem; Joni Rippee has put it onto a calendar that she disseminates on a timely basis. For Jul.-Sep., 2006 they funded 29 of 46 requests and for Oct.-Dec., 2006 they funded 18 of 25 requests. Main reasons for denial are insufficient information. Extra points for: less than 6 years tenure; if presenting a paper, have a society or conference responsibility or have not received funds in past 2 years. Overall, 49 people received grants in the current 12-month period. There are plans to increase support for new advisors next year; if so, committee may want to consider eliminating extra points for newer advisors.
- Almost every conference could be justified for a PST award. Steve suggested that it should be conferences that are not supported by workgroup funds.
- Committee recommends increasing funds/person because of escalating travel costs and majority of requests are for longer, out of state trips. Committee wants to ask administration for a higher budget to ensure they can fund all eligible requests. The committee will review quarterly grant levels for the last 4 years and develop a formula to apportion funds among quarters.

Discussion: AAC discussed how to increase awards without having to deny valid requests. They agreed to increase PST awards to \$600 per person and to ask for a budget increase. (See motion at top of Minutes.) These actions could be announced in the ANR report.

- Jeanette Sutherlin is coordinating the Distinguished Service Award selection process and is Chair-Elect. The application deadline is October 16, 2006. Two team award nominations have been received and one more has been proposed. An application for a new professional award has been received.
- The committee proposed an Outstanding Administrator Award. (See Motion at top of Minutes.)

Discussion: Distinguished Service awards could be presented at proposed 2007 statewide conference.

- The committee asked whether Academic Coordinators are members of the Academic Assembly and thus eligible for PST and DS Awards. (See Action Item at top of Minutes.)

### **Welfare and Benefits Committee Report**

No report.

### **ROUNDTABLE DISCUSSION**

- Action Items and Motions were reviewed and acknowledged.
- AAC considered whether to invite AAC standing committee members to attend AAC meetings and conduct committee orientation and training. It would be easier to do this via a statewide meeting. We will continue this discussion via Collaborative Tools.

Please see complete Committee Reports at <http://groups.ucanr.org/AAC/>

Respectfully submitted,

Leigh Taylor Johnson, Academic Assembly Council Secretary