

**Western Association of
Agricultural Experiment Station Directors**

**Fall Meeting
Agendas & Agenda Briefs**



ALASKA • AMERICAN SAMOA • ARIZONA • CALIFORNIA • COLORADO • GUAM
HAWAII • IDAHO • MICRONESIA • MONTANA • NEVADA • NEW MEXICO
NORTHERN MARIANA ISLANDS • OREGON • UTAH • WASHINGTON • WYOMING

**Hilton Columbus at Eaton
Columbus, OH
September 25, 2013**

WAAESD Fall Meeting
September 25, 2013, 8:00 – 10:00 AM
Columbus, OH

Agenda

- 1.0 Introductions and Announcements (5 min)Bret Hess
- 2.0 Adoption of Agenda, Approval of Minutes of July 2013 Meeting (5 min)Bret Hess
- 3.0 Interim Actions of Chair (5 min)Bret Hess
- 4.0 Treasurer’s Report (10 min)Glen Duff
 - 4.1 Northern Marianas status Mike Harrington
- 5.0 NRSP RC Recommendations and Ballot Distribution (15 min)Bret Hess
 - 5.1 kglobal effort..... Ron Pardini/Sarah Lupis
 - 5.2 National Impact Writing ProjectSarah Lupis
- 6.0 NIFA Leadership Awards-Western Region Nominations (5 min) Sarah Lupis/Ron Pardini
- 7.0 Funding for ESCOP Leadership Award (5 min)Bret Hess
- 8.0 By-Laws Revisions (10 min) Mike Harrington
- 9.0 MRC Reminders/Representative Selection (10 min).....Sarah Lupis
- 10.0 WCCs for Climate Hubs (15 min) Bret Hess/Jeff Steiner
- 11.0 National Impact Reporting Database/WebsiteSarah Lupis
- 12.0 Use of Hatch funds Mike Harrington
- 13.0 Future Meetings (10 min):
 - Joint Spring Meeting 2013..... Barbara Allen Diaz
 - Joint Summer Meeting 2013 Ron Pardini
- 14.0 Resolutions (10 min)..... Greg Wiecko
- 15.0 Changing of the Guard (10 min)Bret Hess

Consent Agenda Items (written reports)

- Executive Director’s Report Mike Harrington
- Assistant Director’s ReportSarah Lupis

Agenda Item 2.0: Adoption of Agenda, Approval of Minutes of July 2013 Meeting

Presenter: Bret Hess

Action Requested: Approve agenda and minutes of July 2013 meeting.

Background:

WAAESD Fall 2013 Meeting Agenda

- 1.0 Introductions and Announcements (5 min)Bret Hess
- 2.0 Adoption of Agenda, Approval of Minutes of July 2013 Meeting (5 min)Bret Hess
- 3.0 Interim Actions of Chair (5 min)Bret Hess
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- Assistant Director’s ReportSarah Lupis

Minutes from the July 2013 meeting are available online: <http://www.waaesd.org/wp-content/uploads/2013/08/WAAESDSummerMeeting2013-Minutes.pdf>

Agenda Item 3.0: Interim Actions of Chair

Presenter: Bret Hess

Action Requested: For information

Background:

Bret Hess has participated in the monthly WAAESD Executive Committee conference calls, helped to advance the Building Strength in Unity effort, helped to coordinate a response to USDA regarding the Climate Hubs initiative, and advised on follow-up conversations regarding the status of the Northern Mariana Islands.

Agenda Item 4.0: Treasurer's Report

Presenter: Glenn Duff

Action Requested: For information

Background:

**WESTERN DIRECTOR EXPERIMENT STATION
FINANCIAL STATEMENT
FY2014**

17-Sep-13

ASSESSMENTS	FY 14 Assessments	Outstanding Assessments	Payment Received	Balance Due
Alaska	\$ 11,319.74		\$ 11,319.74	\$ -
Am Samoa	\$ 600.00			600.00
Arizona	\$ 19,777.93		19,777.93	-
California	\$ 31,875.15		31,875.15	-
Colorado	\$ 23,188.63		23,188.63	-
CSU Rent	\$ (7,800.00)		(7,800.00)	-
Guam	\$ 11,036.14		11,036.14	-
Hawaii	\$ 14,636.42		14,636.42	-
Idaho	\$ 17,570.91		17,570.91	-
Micronesia	\$ 600.00			600.00
Montana	\$ 18,557.27		18,557.27	-
Nevada	\$ 14,389.84		14,389.84	-
New Mexico	\$ 14,895.34		14,895.34	-
Northern Marianas	\$ 600.00	1,200.00		1,800.00
Oregon	\$ 22,391.83		22,391.83	-
Utah	\$ 19,547.42		19,547.42	-
Washington	\$ 25,832.90		25,832.90	-
Wyoming	\$ 16,695.48		16,695.48	-
Assessment Total	\$ 255,715.00	\$ 1,200.00	\$ 253,915.00	\$ 3,000.00

INCOME / EXPENSE

Date	Transaction	Income	Expense	Balance
7/1/13	Balance forward			\$ 123,016.87
	YTD Assessments Received	\$ 253,915.00		376,931.87
	<u>Interest Earned</u>			
	July	13.20		376,945.07
	August	38.58		376,983.65
	September			376,983.65
	October			376,983.65
	November			376,983.65
	December			376,983.65
	January			376,983.65
	February			376,983.65
	March			376,983.65
	April			376,983.65
	May			376,983.65
	June			376,983.65
7/1/13	MT Accounting Fee		\$ 3,500.00	373,483.65
	<u>CSU Payments</u>			373,483.65
8/20/13	FY13 Fourth Quarter		48,364.35	325,119.30
	First Quarter			325,119.30
	Second Quarter			325,119.30
	Third Quarter			325,119.30
Total		\$ 253,966.78	\$ 51,864.35	\$ 325,119.30

**WESTERN DIRECTOR ACADEMIC PROGRAMS
FINANCIAL STATEMENT
FY2014**

17-Sep-13

ASSESSMENTS	FY 14 Assessments	Outstanding Assessments	Payment Received	Balance Due
Alaska	\$ 1,323.71		\$ 1,323.71	\$ -
Am Samoa	\$ 200.00			200.00
Arizona	\$ 1,323.71		1,323.71	-
California	\$ 1,323.71		1,323.71	-
Colorado	\$ 1,323.71		1,323.71	-
Guam	\$ 1,323.71		1,323.71	-
Hawaii	\$ 1,323.71		1,323.71	-
Idaho	\$ 1,323.71		1,323.71	-
Micronesia	\$ 200.00			200.00
Montana	\$ 1,323.71		1,323.71	-
Nevada	\$ 1,323.71		1,323.71	-
New Mexico	\$ 1,323.71		1,323.71	-
Northern Marianas	\$ 200.00	1,000.00		1,200.00
Oregon	\$ 1,323.71		1,323.71	-
Utah	\$ 1,323.71		1,323.71	-
Washington	\$ 1,323.71		1,323.71	-
Wyoming	\$ 1,323.71		1,323.71	-
Assessment Total	\$ 19,132.00	\$ 1,000.00	\$ 18,531.94	\$ 1,600.00

INCOME / EXPENSE

Date	Transaction	Income	Expense	Balance
7/1/13	Balance forward			\$ 13,961.27
	YTD Assessments Received	\$ 18,531.94		32,493.21
	<u>Interest Earned</u>			
	July	1.21		32,494.42
	August	3.35		32,497.77
	September			32,497.77
	October			32,497.77
	November			32,497.77
	December			32,497.77
	January			32,497.77
	February			32,497.77
	March			32,497.77
	April			32,497.77
	May			32,497.77
	June			32,497.77
	<u>CSU Payments</u>			
8/20/13	FY13 Fourth Quarter		4,719.25	27,778.52
	First Quarter			27,778.52
	Second Quarter			27,778.52
	Third Quarter			27,778.52
	Fourth Quarter			27,778.52
Total		\$ 18,536.50	\$ 4,719.25	\$ 27,778.52

**WESTERN DIRECTOR SPECIAL ACCOUNT
FINANCIAL STATEMENT
FY2014**

17-Sep-13

ASSESSMENTS	FY 14 Assessments	Outstanding Assessments	Payment Received	Balance Due
Alaska				\$ -
Am Samoa				-
Arizona				-
California				-
Colorado				-
CSU Rent				-
Guam				-
Hawaii				-
Idaho				-
Micronesia				-
Montana				-
Nevada				-
New Mexico				-
Northern Marianas				-
Oregon				-
Utah				-
Washington				-
Wyoming				-
Assessment Total	\$ -	\$ -	\$ -	\$ -

INCOME / EXPENSE				
Date	Transaction	Income	Expense	Balance
7/1/13	Balance forward			\$ 21,717.43
	YTD Assessments Received			21,717.43
	<u>Interest Earned</u>			
	July	1.27		21,718.70
	August	2.43		21,721.13
	September			21,721.13
	October			21,721.13
	November			21,721.13
	December			21,721.13
	January			21,721.13
	February			21,721.13
	March			21,721.13
	April			21,721.13
	May			21,721.13
	June			21,721.13
				21,721.13
Total		\$ 3.70	\$ -	\$ 21,721.13

NOTE: 2008 Grant workshop net from regional workshop plus interest (\$7469.34)

Agenda 5.0: NRSP RC Recommendations and Ballot Distribution

Presenter: Bret Hess

Action requested: Vote on NRSP-RC's recommendations for NRSP1's budget and NRSP_temp281's renewal proposal and 5-year budget.

Background:

1. The NRSP-RC met by phone on June 3 and made the following project recommendations for the full ESCOP vote at the Fall ESS Meeting:
 - **NRSP-1 budget increase, as proposed by WAAESD office:** 4/3 against increasing the project's budget to support a full-time impact writer. A vote of YES supports the NRSP-RC recommendation to NOT increase the NRSP1 budget; a vote of NO supports increasing the NRSP1 budget.
 - **NRSP_temp281:** Budget and business plan reviews were favorable and the proposal is recommended for approval/renewal as-is. A vote of YES supports the NRSP-RC's recommendation to renew NRSP_temp281 (NRSP8) with their requested budget (see below table)
2. In addition, the group evaluated the midterm review forms for NRSP4, 6, and 9. All midterm reviews were favorable and the three committees were recommended to continue as-is.
3. Also included on the NRSP ballot is the vote to approve the FY14 budget of \$15,000 for Excellence in Multistate Research Award to: SERA005 - Sweet Potato Collaborators Conference, as recommended by the ESCOP Science and Technology Committee.
4. Updated NRSP Guidelines, rev. 2012, have been uploaded to the ESCOP webpage here: <http://escop.ncsu.edu/EZcontainer.cfm?pg=guidelines.htm>
5. Bret Hess (Western Region, WY) is the incoming NRSP-RC Chair for FY2014, effective 10/1/2013

NRSP 2013-2014 Summary

Project	Request FY2011	Authorized FY2011	Request FY2012	Authorized FY2012	Request FY2013	Authorized FY2013	Revised FY2013 funding amounts based on sequestration cuts (7.62%)	†Request FY2014 (assuming a return to FY12 levels)
NRSP1	0	0	50,000	50,000	50,000	50,000	46,190	75,000
NRSP3	50,000	50,000	50,000	50,000	50,000	50,000	46,190	50,000
NRSP4	481,182	481,182	481,182	481,182	481,182	481,182	444,516	481,182
NRSP6	150,000	150,000	150,000	150,000	150,000	150,000	138,570	150,000
NRSP7	325,000	325,000	325,000	325,000	325,000	325,000	300,235	325,000
NRSP8	500,000	500,000	500,000	500,000	500,000	500,000	461,900	-
NRSP9	350,000	175,000	175,000	175,000	175,000	175,000	161,665	175,000
NRSP_temp281							-	500,000

†Assuming an acceptable midterm review during year three, all NRSP budgets were approved during 2012 Fall ESS Meeting for the duration of their current, five-year cycle.

		Project Period	Midterm Review Year
NRSP-1	National Information Management and Support System (NIMSS)	2011-2016	2014
NRSP-3	The National Atmospheric Deposition Program (NADP)	2009-2014	-
NRSP-4	Enabling Pesticide Registrations for Specialty Crops and Minor Uses	2010-2015	2013
NRSP-6	The US Potato Genebank: Acquisition, Classification, Preservation, Evaluation and Distribution of Potato (Solanum) Germplasm	2010-2015	2013
NRSP-7	A National Agricultural Program for Minor Use Animal Drugs	2009-2014	-
NRSP-8	National Animal Genome Research Program	2008-2013	-
NRSP-9	National Animal Nutrition Program	2010-2015	2013
NRSP_temp281	National Animal Genome Research Program (NRSP8 renewal)	2013-2018	2016

Agenda Item 5.2: National & Western Region Impact Writing Project update

Presenter: Sarah Lupis

Action Requested: For information

Background:

**National Impact Reporting Update
July 2013 – September 2013**

Since March 1, 2013, NRSP-1 has supported 0.5 FTE (20 hours per week) for the Impact Communications Specialist. The following update tracks progress for this effort since the previous update in July 2013 to September 1, 2013.

- 4 Impact Statements have been finalized since July 2013 update
 - 7 out for review
 - Grand total: 56 total Impact Statements
 - 18 North Central, 6 Northeastern, 11 Southern (includes NRSP-8), 21 Western
- 3 press releases have been written and distributed for 2013 Excellence in Multistate Research Award nominees
- 3 stories about key impacts from multistate research projects have been pitched as news/feature stories for media outlets:
 - University of Alaska, Fairbanks, involvement in WERA-1016, “Adaptation, Quality and Management of Sustainable Cellulosic Biofuel Crops in the West”
 - Arranged media outlets:
 - UAF Division of Agriculture newsletter, November issue
 - *Fairbanks Daily News Miner*
 - Colorado State University participation in NC-170, “Personal Protective Technologies”
 - Interviewed Dr. Juyeon Park on August 22.
 - Invited to attend Human Body Dimension Lab open house in late September
 - Invited to observe and interview firefighters participating in study in late September
 - Working with contacts to publish story in:
 - College of Health and Human Sciences newsletter/magazine
 - “Today @ Colorado State” newsletter
 - *Denver Post*
 - WERA-1012, “Managing and Utilizing Precipitation Observations from Volunteer Networks”
 - Pitching in progress
 - Currently auditing existing media attention

Visibility & Reach:

- 12 Impact Statements have been added to Ag Is America website
 - Grand total: 50
 - 18 North Central, 5 Northeastern, 12 Southern, 15 Western
 - ~50 views/Impact Statement story
 - 3rd most visited page on website
- Each of the 12 Impact Statements added to Ag Is America website has been featured in a facebook post
 - Reaches 3,868 followers
 - ~655 views/post
- Each of the 12 Impact Statements added to Ag Is America website has been featured in a series of tweets
 - Reaches 26,651 followers

- 8 Impact Statements featured as weekly research spotlight in “Why Ag Matters” weekly e-newsletter
 - Reaches 364 subscribers
- Each finalized Impact Statements has been uploaded to NIMSS “Impacts” page
- Each finalized Impact Statements has been uploaded on the corresponding regional website

Western Region Impact Reporting Update—September 1, 2013

Since June 1, Western Region AES/Extension have funded 12 hours of work per week. The following update tracks impact reporting progress for the Western Region from June 1 to September 1.

Impact Statements

- 9 Western region 2012-terminating project Impact Statements (up from 5 as of June 1)*
 - 2 under review
 - When these are finalized, all 2012-terminating Western region projects will have an Impact Statement (there are 3 Western region projects that have insufficient impact material for an Impact Statement to be developed)
- 5 Western region Impact Statement featured on Ag Is America website since June 1 (15 Impact Statements total were added to the site since June 1)
- 4 Western region Impact Statement stories selected as research spotlight story for “Why Ag Matters,” the Ag Is America weekly internal newsletter
- 5 Western region Impact Statement stories posted on Ag Is facebook
- ~15 tweets about 5 Western region Impact Statements on Ag Is America Twitter
- All finalized Western-region Impact Statement uploaded to NIMSS “Impacts” page

**The grand total for finalized Impact Statements is 58 (up from 48 as of June 1). This grand total includes Impact Statements for 2011 and 2012-terminating projects, NRSPs, and 2012 and 2013 Excellence in Multistate Research Award nominees.*

Impact Stories

- 3 impact stories in progress (up from 0 as of June 1):
 - University of Alaska, Fairbanks, involvement in WERA-1016, “Adaptation, Quality and Management of Sustainable Cellulosic Biofuel Crops in the West”
 - Arranged media outlets:
 - November issue of UAF Division of Ag newsletter
 - Possible Fairbanks newspaper article in column
 - Colorado State University participation in NC-170, “Person Protective Technologies”
 - Interviewed Juyeon Park on August 22.
 - Invited to attend Human Body Dimension Lab open house in late September
 - Invited to observe and interview firefighters participating in study in late September
 - Working with contacts to get story published in:
 - College of Health and Human Sciences newsletter/magazine
 - “Today @ Colorado State” newsletter
 - Denver Post
 - WERA-1012, “Managing and Utilizing Precipitation Observations from Volunteer Networks”
 - Story pitch in progress
 - Currently auditing existing media attention
- 3 press releases for new/renewing projects ready for release (up from 0 as of June 1)

Extension-focused Stories:

- Currently auditing existing media attention**, gathering info, and drafting stories for:
 - Oregon State University's Development of an Undergraduate Experiential Instructional Program in Extension (2013 state program winner)
 - University of Arizona's Reading the Range program (2013 state program winner)
 - University of Hawaii's Aquaculture/Aquaponics Extension activities
 - WERA-102: Climate Data and Analyses for Applications in Agriculture and Natural Resources (2010-2015)

***Many of these Extension activities have already been widely written about in University publications; exploring other options for these stories*

Professional Development

- Attended Association for Communication Excellence and National Extension Technology Conference, June 11-14, 2013

Agenda Item 7.0: Funding for ESCOP Leadership Award

Presenter: Bret Hess

Action Requested: For information

Background:

At the July ESCOP meeting it was decided that ESCOP would allow each regional association to select a regional winner of the ESS Award for Excellence in Leadership and not select a national winner. **The expense of the of the actual award recognition will be borne by the Regional Association while the expenses associated with travel of the winners to the APLU meeting will be borne by the Associations and/or home institutions.**

Experiment Station Section Awards for Excellence in Leadership

Purpose

To recognize those who have served the Regional Associations, the Experiment Station Section (ESS) and/or the national Land-Grant System with exemplary distinction. Through this person's leadership, he/she shall have personified the highest level of excellence by enhancing the cause and performance of the Regional Associations and ESS in achieving their missions and the Land-Grant ideal.

Award and Presentation

Up to five awards, one from each ESS region, will be presented each year. The awards shall be signified by the creation of a suitably inscribed piece approved by the Experiment Station Committee on Organization and Policy (ESCOP) Executive Committee and presented to the recipient or his/her proxy at the Association of Public and Land Grant Universities (APLU) annual meeting and will be further memorialized by a resolution to be read during the ESS fall meeting. The home institution shall be made aware of the recognition by formal letter from the ESCOP Chair to the Chief Executive Officer of the institution and its governing body (Board of Trustees, Board of Regents, etc.) with others copied as appropriate. The expense of the of the actual award recognition will be borne by the Regional Association while the expenses associated with travel of the winners to the APLU meeting will be borne by the Associations and/or home institutions.

Eligibility

Eligible for this award are former or current Directors or Associate Directors, who have provided service in a State Agricultural Experiment Station (SAES) as assistant director, associate director, director, or as chief operating officers with equivalent but variant titles (e.g. vice chancellor, associate vice chancellor, associate vice president, dean for research) and/or as a regional executive director. This award is distinctive in its expectations and not necessarily coincident with retirement, election to specific office or any other specific professional benchmark.

Nominations

Nominations shall include a statement of accomplishments prepared by the nominator(s) unbeknownst to the candidate and supported by letters from three (3) to five (5) former or current members of the ESS. Other letters of support from the home and other institutions may be submitted with the discretion of the nominator(s). Nominations shall address the contributions of the nominee to the land-grant ideal through service to include offices held, committee assignments, other service and, in particular special and extraordinary service activities. Such service should include for example: active participation in affairs of the Regional Association and/or ESCOP; regional, national and/or international special assignments with distinctive performance that has advanced the mission of the ESS and the land-grant ideal; and research in the sciences related to agriculture. Specific examples of contributions may include the enhancement of cooperation across institutions, creation of model administrative systems useable by other institutions, and development of new strategic directions for the Regional Associations or the ESS. Although testimony as to the nominee's contributions to his/her home state and institution are welcomed, they are not pivotal to assessing the contributions to the section and related activities.

Submission and Review

Nominations for the recognition should be submitted to the Regional Associations by February 1 of each year. The Regional Associations will review the nominations and will select one regional winner. The Associations will submit the winners to the ESCOP Chair and APLU by July 1. The winners will be announced at the fall ESS meeting and the awards will be presented at the APLU annual meeting.

Agenda Item 8.0: By-Laws Revision

Presenter: Mike Harrington

Action Requested: Approve by-laws as revised.

Background:

Revisions to the by-laws were discussed at the 2013 Summer meeting. The Western Directors Office made revisions, as discussed, and circulated the revised bylaws (clean copy and tracked-changes) to the WAAESD membership on Monday, August 19, 2013. A clean copy is provided here. The major change to the by-laws is the the addition of language to define “member in good standing” status and what removal of this status entails for member institutions.

**Western Association of
Agricultural Experiment Station Directors
By-Laws**

**WESTERN ASSOCIATION OF AGRICULTURAL
EXPERIMENT STATION DIRECTORS**

Experiment Station Section

Board on Agriculture Assembly

Association of Public and Land Grant Universities

Adopted August 8, 1975

Amended August 9, 1982

Amended June 26, 1990

Amended March 24, 1992

Amended September 30, 1999

Amended March 26, 2003

Amended February 15, 2007

Amended September 14, 2009

Amended September 25, 2013

Article I - Name

The name of this organization shall be the Western Association of Agricultural Experiment Station Directors, hereinafter called the Western Directors Association (WDA), as is stated above and established in conformity with the constitution of the Association of Public and Land Grant Universities (hereinafter called the National Association).

Article II - Purpose

The Western Directors Association, one of five such Regional Associations, shall represent the administrators of the State Agricultural Experiment Stations (SAES) in the Western Region in

their collective dealings. On matters to be ratified by, reported to, or recommended to the National Association the consensus of WDA shall be conveyed to the Chair, Experiment Station Section of the Board on Agriculture Assembly of the National Association by the Chair of the WDA. The WDA shall conduct its affairs in conformance with the stated objectives and procedures of the By-laws of the Section and the Board on Agriculture Assembly of the National Association.

The WDA, with the other such Regional Associations, is an integral part of the Experiment Station Section. Through its business meetings, it provides a means by which the views of the WDA may be determined formally and transmitted to the Experiment Station Committee on Organization and Policy (ESCOP) and the Experiment Station Section on matters either of its own origin or on matters referred to it by ESCOP or the Section. The WDA also provides a forum for the exchange of information and for discussion and debate among members and guests on matters of common concern that may not require formal action. Finally, it provides the means by which the WDA may take action that is limited to the Western Region.

These and other functions of the WDA are spelled out more completely, as follows:

1. Arranges for and conducts its own affairs, elects members to ESCOP, makes recommendations to ESCOP and to the Section, reacts to proposals of ESCOP and the Section and participates in the handling of interim business of the Section;
2. Participates with the National Institute for Food and Agriculture (NIFA) and other Regional Associations in the programming and conducting of cooperative multistate research supported by the Multistate Research Fund (MRF) authorized by section 3(c)3 of the Hatch Act, Public Law 84-352 and the Agricultural Research, Extension and Education Reform Act of 1998;
3. Facilitates cooperation among its member State Agricultural Experiment Stations (SAES), with federal and other state agencies, with industry and others in the planning, programming, financing, implementing and performing of agricultural and related research;
4. Employs, and pays the salaries and/or benefits of, the Executive Director and other staff as well as other expenses related to the functions of the Executive Director;
5. Facilitates cooperative joint efforts with the Western Extension Directors and Western Academic Program Directors to meet AREERA legislation requirements and the pressing needs of the region;
6. Collects and disburses dues, enters into contracts with cooperators and/or granting agencies to cover the costs of the programs agreed upon within the WDA.

Article III - Membership

Section 1. Member Institutions

The members of the Western Directors Association shall be ~~eighteen (18)~~ seventeen (17) in number consisting of the Directors (or duly authorized representatives) of its member institutions (Alaska, American Samoa, Arizona, California, Colorado, Guam, Hawaii, Idaho, Micronesia, Montana, Nevada, New Mexico, Northern Mariana Islands, Oregon, Utah, Washington, and Wyoming). Associate and Assistant Directors of the member SAES of the WDA and the Administrative Heads of Agriculture of the member institutions also shall be members.

Section 2. Voting

The voting members of the WDA shall consist of the seventeen Directors of the Member Institutions (or duly authorized representatives) and the Executive Director of the WDA. Voting shall be limited to only one vote per institution. The Administrator of the National Institute of Food and Agriculture (NIFA), USDA, and the Vice President for Food and Agriculture of the National Association shall be ex officio, non-voting members of the WDA.

Section 3. Members in Good Standing

Members in good standing shall be defined as those member institutions that are current in payment of assessments (no more than two years in arrears). Members in good standing shall have the privilege of:

- Holding office in the WDA
- Participating on WDA committees
- Voting membership in ESCOP, ESS and participation in ESCOP committees
- Recognition on the WDA website
- Inclusion on WDA-managed listservs and other communications managed by the WDO

Any member institution that fails to pay its assessments for two (2) years shall be given a written notice that all outstanding balances must be paid by June 30 of the current calendar year or said institution shall be removed as a member in good standing by two-thirds majority vote.

Removal of member in good standing status shall result in:

- Removal from participation in any and all Association roles, votes and responsibilities
- Removal from any and all Association committees and appointed positions
- Removal from website, all listservs and other communications managed by the WDO
- Removal from ESCOP membership and any and all associated roles, votes and responsibilities
- Appropriate notifications to the institution President, Dean/Director, USDA-NIFA, the Board on Agriculture Assembly and APLU

Section 4. Reinstatement

Any member institution removed for failure to pay assessments as indicated above, may, at any time, request, in writing, to be readmitted as a member on good standing. This request must be accompanied by payment of all outstanding assessments

Article IV –Meetings

There will be an annual meeting and other meetings as determined by the WDA and/or its Executive Committee.

Article V Officers

Section 1. Positions and Terms

The Officers of the WDA shall be a Chair, Chair-Elect, Past Chair, Secretary and a Treasurer, each for a one (1) year term that begins at the close of the Association meeting held in conjunction with the annual meeting of the Experiment Station Section. Officers may succeed themselves (be re-elected) for one additional term, except for the Treasurer who may serve successive terms.

Section 2. Elections

The Officers, members of the Executive Committee and other designees of the WDA shall be elected by the membership at the WDA meeting immediately preceding the annual meeting of the Experiment Station Section. Nominations shall be submitted by the Executive Committee or from the floor. A simple majority vote is required for election. In the event the Chair-Elect, Secretary or Treasurer resign or are otherwise unable to serve, the remaining members of the Executive Committee shall appoint a member of WDA to complete the term.

Section 3. Executive Director.

There shall be an Executive Director chosen and employed by the WDA under the terms of the Memorandum of Agreement among the states, 1967, with duties as specified therein and as updated from time to time as recorded in the Minutes. The Office of the Executive Director shall provide staff support to the WDA.

A position of Recording Secretary is established within the Office of and responsible to the Executive Director. The Recording Secretary shall assist the Secretary and the Executive Director in the keeping of the official records of the WDA including Minutes of meetings. The Recording Secretary also shall assist the Multistate Review Committee in the performance of its responsibilities and perform other duties as assigned. Other staff may be appointed at the discretion of the WDA.

Section 4. Duties.

The Chair shall preside at business meetings of the WDA, at meetings of its Executive Committee and on all other occasions where the head of the organization is to be recognized. He/she is the chief executive officer of the WDA. The Chair-Elect shall serve as Vice-Chair and undertake such duties as the Chair prescribes. He/she shall become Chair for the remainder of the term should the Chair resign or otherwise be unable to serve. He/she shall preside in the absence of the Chair.

The Secretary shall see to it that the secretarial duties of the WDA are fulfilled; he/she also serves as the official Secretary of the Executive Committee. He/she presides in the absence of the Chair and Chair-Elect.

The Treasurer shall bill each member institution for its share of the budget for the Office of the Executive Director, and transmit the funds to the institution at which the Office of the Executive Director is located. He/she administers the Western Directors Special Fund and performs such other duties involving finances and the transfer of funds as may be required.

Other designees of WDA are expected to exercise their own judgments in the execution of their roles and duties subject to prior policy guidance and/or policy review by the WDA.

All officers and other designees of the WDA are responsible for maintaining and then passing on to their successors complete sets of official documents of a continuing directive nature.

Article VI -Executive Committee

The Executive Committee shall be composed of the Chair, Chair-Elect, Past Chair, Secretary, Treasurer, Senior Member of ESCOP, and two members at-large. The terms of the two at-large members shall be one (1) year. They may succeed themselves for one additional one-year term. The Executive Director shall be an ex officio, non-voting member of the Executive Committee.

The Executive Committee, through the Chair, executes the program of the WDA and supervises the Executive Director and any other staff. The Executive Committee also is empowered to handle the interim affairs of the WDA between business meetings.

Article VII - Committees and Designees

Section 1. General

Committees may be established and Administrative Advisors and other designees named at the will of the WDA. Administrative Advisors shall be named from among the membership of the WDA and such other administrators as the WDA may designate from time to time. A list of committees and designees for the coming year is to be prepared by the Recording Secretary and maintained on the WDA website.

Section 2. Multistate Review Committee (MRC)

The MRC is comprised of members of the WDA, the Western Extension Directors, the Western Academic Program Directors, and other partner agencies and groups. The MRC is responsible for the review and on-going evaluation of the region's portfolio of multistate activities that are funded, in part, by the multistate research fund. The MRC approves multistate activities on behalf of the WDA, the Western Extension Directors, and the Western Academic Program Directors and nominates Administrative Advisors for projects from among the WDA, and other such administrators within the region consistent with the policies of USDA-NIFA governing the multistate research program. The MRC, through the Recording Secretary,

provides regular reports of its actions to the WDA, the Western Extension Directors, and the Western Academic Program Directors.

Article VIII -Quorum

For purposes of doing business of the WDA, a quorum shall consist of a minimum of ten (10) members in good standing or their officially designated representatives present and voting at any duly called meeting where written notice and agenda are sent out a month in advance of the meeting. A simple majority resolves all issues except amendment of the By-Laws and removal of member in good standing status for member institutions, which require a two-thirds majority vote.

Article IX - Parliamentary Authority

The emphasis in all meetings shall be on orderly process to achieve an objective decision by those present and voting. Should there be a parliamentary challenge, however, it shall be answered by reference to Robert's Rules of Order.

Article X - Amendment of By-Laws

These By-Laws may be amended at any business meeting of the WDA, provided the proposed amendment has been submitted to all members one month in advance of the meeting and is passed by a two-thirds majority of the voting members present at the meeting.

Agenda Item 9.0: MRC Reminders/Representative Selection

Presenter: Sarah Lupis

Action Requested: Appoint an AES Director to the MRC Review Committee.

Background:

Notices have been sent to all Administrative Advisors with projects scheduled to terminate in 2013. All requests for MRC action should be submitted by January 15, 2014.

2014 Terminating Projects

- **W006** Plant Genetic Resource Management, Preservation, Characterization and Utilization
- **W1012** Improving ruminant use of forages in sustainable production systems for the western U.S.
- **W2004** Marketing, Trade, and Management of Aquaculture and Fishery Resources
- **W2128** Microirrigation for sustainable water use
- **W2170** Soil-Based Use of Residuals, Wastewater and Reclaimed Water
- **W2171** Germ Cell and Embryo Development and Manipulation for the Improvement of Livestock
- **W2187** Interactions of emerging threats and bark beetle-microbial dynamics in forest ecosystems
- **W2188** Characterizing Mass and Energy Transport at Different Vadose Zone Scales
- **W2190** Water Policy and Management Challenges in the West
- **WERA072** Agribusiness Scholarship Emphasizing Competitiveness
- **WERA077** Managing Invasive Weeds in Wheat
- **WERA1004** Agricultural and Community Development in the American Pacific
- **WERA1015** Developing the US National Virtual Herbarium

Multistate Review Committee

Bret Hess' term is over on the MRC. A 4th AES director is needed to join Greg Wiecko, Donn Thill, and Milan Shipka on the MRC.

Agenda Item 10.0: WCCs for Climate Hubs

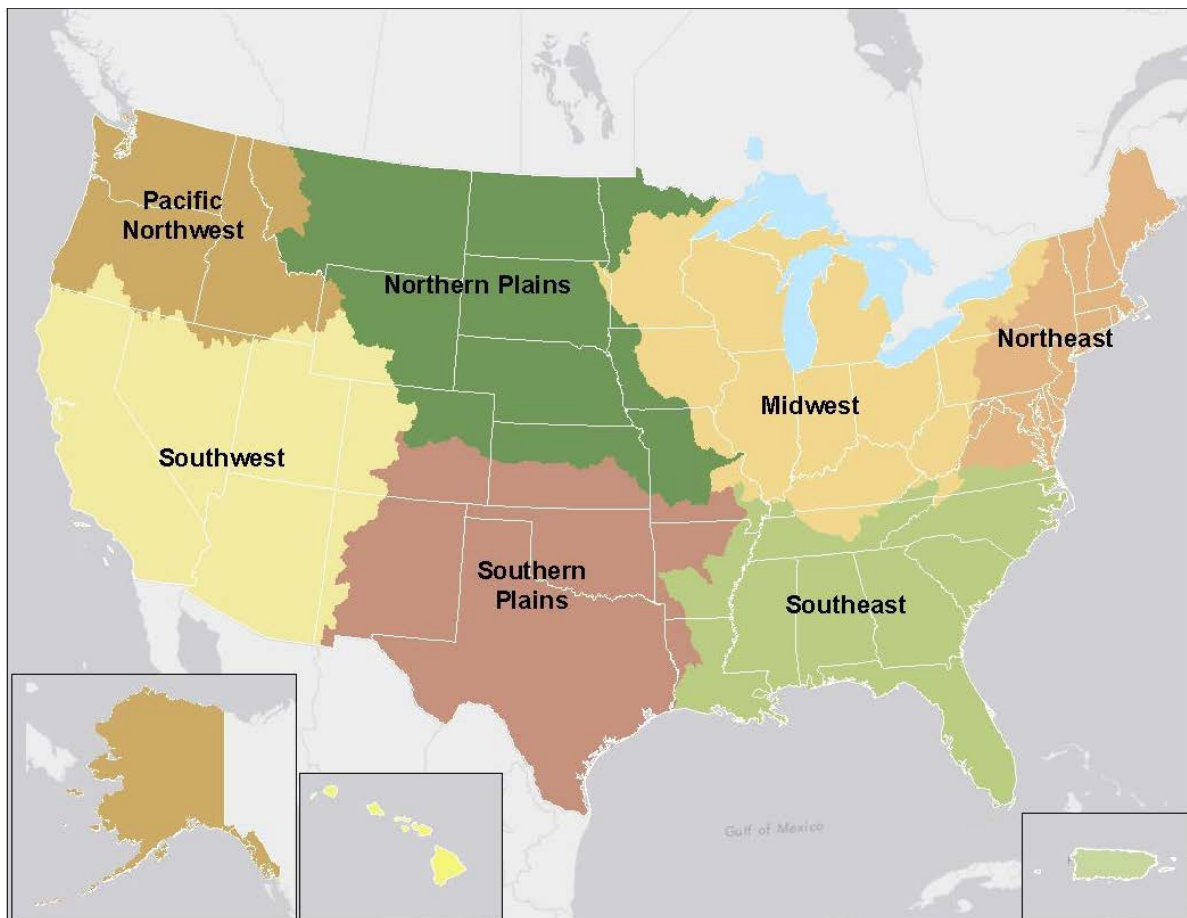
Presenters: Bret Hess and Jeff Steiner

Action Requested: Discussion of idea to create Western Coordinating Committees to support LGU faculty participating in USDA Climate Hubs.

Background:

USDA’s Regional Climate Hubs will deliver science-based knowledge and practical information to farmers, ranchers and forest landowners within each region of the US to support decision-making related to climate change. These hubs are needed to maintain and strengthen agricultural production, natural resource management, and rural economic development under increasing climate variability. The Hubs will build capacity within USDA to deliver information and guidance on technologies and risk management practices at regional and local scales.

Land Grant Universities in the WAAESD have pledged their support and cooperation in this effort to the Northern Plains, Southwest, and Northwest Climate Hubs (USDA Regions):



Climate Hub Proposals: <http://www.waesd.org/usda-climate-hubs>

Agenda Item 11.0: National Impact Reporting Database/Website

Presenter: Sarah Lupis

Action Requested: For information

Background:

Impacts Working Group Conference Call Notes

Participants:

Bill Brown, University of Tennessee, Chair

Eric Young, SAAESD

Cathy Gant-Hill, North Carolina A&T University

Sarah Lupis, WAAESD

Dave Benfield, The Ohio State University

Donna Pearce, SAAESD

1. Review charge and timeline - Bill Brown

- Request from NIFA, Sonny, for experiment stations and extension to develop a repository for impacts from our work that is searchable and accessible
- Effort that could be useful to Federal partners, but also to develop something that can be use internally within our state or region
- NIFA has talked a number of years about the ability to respond rapidly to various legislators and committees within Washington relative to work we are engaged in
- The impacts of that work and also the linkages between research and outreach extension
- We are supposed to make a recommendation to ESCOP at the meeting in November.
- Cathy - ARD has been looking to compile their own database similar to this. We have already begun the process of bringing some materials together.

2. Information on ECOP's Excellence in Extension impact database – Eric Young

- When ESCOP decided we needed to pursue this for the experiment stations we were aware of what extension has been doing
- They have had a Measuring Excellence in Extension Implementation Team in place for a while now
- Their website has been active since 2004.
- The only part of the site that has been active since 2004 is the financial, personnel, demographic metric database. This database is primarily for internal use.
- A year ago extension decided to add another section to their database that would be specifically for impact statements.
- They have spent the last few months trying to get their directors and others to enter/input impact statements into the database
- The impact database is the one ESCOP wants us to consider partnering with extension to utilize

3. Overview of database

- The database has a log in screen that is password protected and will always be password protected for individuals that are authorized to enter impacts into the database
- Individuals are currently authorized by extension directors
- Directors designate specific person/persons to input impact information who can do it well
- Scott Cummings, TAMU programmer, said the site can be modified to meet our needs if research decides to join
- Current Excellence in Extension web site is now and will be only for extension use or for people looking for extension type information
- A subcommittee is in the process of developing a public front end website that would be a Land Grant site that would have a Land Grant look, not just extension, and would have a link to the extension homepage and a link to the research homepage if we join.
- The public portal would allow anyone to access and search the complete impact database and would have links to extension database homepage and if we join to a research homepage
- One of the charges for the subgroup is to design public access web page and choose a URL name that would be easy for non-land grant people to understand/remember
- This group is having their first conference call next week.
- One reason extension would like use to join is hopefully one day we can write some integrated impact statements
- Their entire budget is \$35,000 a year

4. AES Director to small subgroup

- Bill Brown has agreed to serve on the committee

5. Recommendation to ESCOP

- Eric will talk with Scott and the other small subcommittee to get information needed in order to make a recommendation to ESCOP.

6. Other information

- Bill Brown and Eric Young will draft a letter and share with the committee before submitting to ESCOP
- Follow-up conference call to discuss what the final recommendation will be to ESCOP

Agenda Item 12.0: Use of Hatch Funds

Presenter: Mike Harrington

Action Requested: For information

Background:

The Cunningham Memo (attached) has allowed states to spend Hatch dollars on CC, ERA, and DC projects without any project approval from NIFA. Further, the only way at this time to account for Hatch dollars is through REEPort, which does not currently accept CC, ERA, or WDC projects.

The WDO has been working with NIFA, the other EDs, and NIMSS System Admins. to develop a temporary and long-term solution to this issue.

A conference call was held on 9/12/13 to discuss these issues.

A second call is scheduled for 9/18/13. Results will be presented during the meeting.



United States
Department of
Agriculture



Cooperative State
Research, Education,
and Extension Service

Washington, DC
20250-2200

DATE: September 26, 2005

TO: State Agricultural Experiment Station Directors

FROM: Gary Cunningham
Associate Administrator

SUBJECT: Use of Hatch Multistate Research Funds

The Cooperative State Research, Education, and Extension Service (CSREES) delegates to the State Agricultural Experiment Station Directors authority to use Hatch Multistate Research Funds (MRF) for the support of regional Coordinating Committees (CCs), the Education/Extension and Research Activities (ERAs), and the Development Committees (DCs).

It is appropriate to use a limited and reasonable amount of these funds on these committees if the proposals outlining their activities meet the following criteria:

- Multistate (i.e., results benefiting two or more states)
- Multidisciplinary/cooperative
- Peer-reviewed
- Has clearly defined objectives
- Each participant listed has direct involvement in the accomplishment of objectives
- Has identified outcomes and impacts
- Directly addresses the needs of stakeholders and based on priorities developed from stakeholder input
- Addresses CSREES goals
- Documented in CRIS and included in the Plan of Work Report of Accomplishments and Results.

CSREES reserves the right to restrict the use of MRF funds on these types of projects if it is demonstrated that an excessive amount of MRF funds are used for this purpose.

cc: Executive Directors

Agenda Item 13.0: Future Meetings

Presenters: Bret Hess and Ron Pardini

Action Requested: For information

Background:

- Joint Spring Meeting 2014
- Joint Summer Meeting 2014: Week of July 6th (final dates TBA), Harrah's/Harvey's in Lake Tahoe, NV.
- Joint meeting with the NE Region?

Agenda Item: Consent Agenda - Executive Director Report, July-September 2013

Presenter: H. Michael Harrington

Action Requested: For information

Background:

REGIONAL ACTIVITIES

WAAESD

Joint Summer Meeting: Worked with Bret Hess and Executive Committee to finalize WAAESD agenda. Worked with John Foltz, Donn Thill, Lyla Houglum, and others to develop overall agenda as well as the agenda for combined session.

Fall Meeting: Worked with Bret Hess and Executive Committee to develop the WAAESD meeting agenda.

National Multistate Program Impact Statements: Our office is now in full swing over 50 statements. We are also highlighting the western AES-CES partnership. These are regularly featured in the Ag is America communications.

Committee Activities

- **Western SARE Administrative Council (AC):** I serve as the Western Directors' representative on this activity and am chair elect of the AC. Reviewed applications and made recommendations for graduate student fellowship awards. Reviewed all R&E preproposals. Worked with Phil Rasmussen to develop a position description for his replacement as the regional coordinator. Serve on the search committee.

Effect of Sequestration of Budgets

The sequestration was to be 7.62% for all budget lines; however initial analysis of regional data indicated considerable variation. NIFA provided several reasons for the variation including the use preliminary allocation numbers. Using final allocation data provided by NIFA, I subsequently completed a more detailed analysis of federal allocations to AES and CES in the West noting significant discrepancies of the percentage cuts in budget lines both within and among states. These data were forwarded to NIFA for explanation; however, as of this writing I have no cogent explanation for this variation.

Assistant to the Director Position title change

Worked with college and CSU personnel officers to submit all documentation for the change in Position title and off cycle salary increase.

Northern Marianas Islands Status

I wrote several memos to Ross Manglona regarding the status of NMI assessments including an August 30 detailed statement of payments and benefits since 1992 (attached). The latter took most of the day to assemble the data. A subsequent communication from him continued to "throw chaff" in the air and maintain that he was being "thrifty" with his funds and saw the same benefit whether he paid or not. I informed him that I would not engage in further communications as it was futile on my part to explain what he would not see.

WAPD

Academic Program Funding Needs White Paper

Worked with Nancy Irbeck and other ACOP members to finalize a white paper on future funding needs to academic programs in the agricultural and food sciences.

NATIONAL ACTIVITIES

ESCOP

Support to ESCOP Chair: Provide support to Mike Hoffman on matters related to the pest management working group, a new water working group and the development of an ROI paper detailing the benefits of federal funds.

ESS Annual Meeting: Worked with the other EDs to develop the all meeting agendas and the ESS workshop agenda. Secured participation of Drs. Joe Broder and John Sherwood who will speak of employer needs in one of the workshops

Committee Activities:

- **Chairs Advisory Committee:** Participate in monthly conference calls.
- **ESCOP Budget and Legislative Committee:** Provide support to Chairman Jeff Jacobsen (now Bret Hess) as the Executive vice Chair on this important committee. Participated in a number of calls. Organize monthly conference calls and keep committee members apprised of latest developments. Developed agenda briefs for Jeff and Bret.
- **Budget and Advocacy Committee:** Serve as ESCOP staff on this crucial BAA Committee. Participate in monthly conference calls.
- **BAA-BAC Crop Protection Working Group**
In response to the President's Budget, The BAC created a special work group (WG) to address the proposed crop protection program and enhance engagement of practitioners across the country. I work closely with Mike Hoffman (Cornell), Daryl Buchholtz (Kansas State) and Robin Shepard to provide leadership for this effort. I developed initial draft of possible future program and strawman draft that is out for review by the WG. Robin Shepard and I revised the strawman document which was discussed at the July BAC meeting. Organize conference calls for the leadership team and workgroup as well as subgroup conveners.
- **Communications and Marketing Committee:** I serve as back up to Arlen and also participate in the Joint Committee with Extension.
- **Committee on Legislation and Policy:** I am serving on this committee which is developing recommendations for the Farm Bill.
- **NRSP Review Committee:** with the end of the ESS meeting, the West will assume leadership for this committee for 2 years. Provided communications to NIFA on NRSP budgets
-

Summary of Travel, July-September, 2013

July 15 – 18, 2013: Western Region Joint Summer Meeting, Coeur d'Alene, ID

July 23, 2013: BAC Meeting, Manhattan, KS

July 24 – 25, 2013: Joint Cops, Manhattan, KS

July 29 – August 1, 2013: W-SARE Advisory Council Meeting, Logan, UT

September 24 – 26, 2013: ESS Annual Meeting, Columbus, OH

August 30, 2013

Ross Manglona, Director
Cooperative Research, Extension and Education Service
Northern Marianas College
Via email: rossm@nmcnet.edu

Ross:

Thank you for the response and the opportunity to demonstrate to you the value of the WAAESD and WAPD. Assembling all of the information you wanted took longer than expected and I had other pressing matters as well. You should know, however, I have neither responsibility with the Western Extension Directors Association nor knowledge of their assessments.

As near as I can tell from Association minutes, the Northern Mariana Islands were included as a member in 1994; however, no assessments were made until FY '96. Apparently the unpaid assessments for FYs '96,' 97 were waived. Jody Barney from Jeff Jacobsen's office has provided the table below showing your payments (Table 1).

With the exception of Guam and American Samoa, the WAAESD assessments for the territories are set at a flat rate of \$600 annually. Guam and American Samoa have commitments to multistate research and pay a higher flat rate of \$1000. These assessments differ greatly from the rest of the WAAESD members whose rates are based on a flat amount plus a percentage of their formula funds. I do not have anything to do with the national assessments other than the off the top payments for regional and National Research Support Projects.

The assessment for the Western Academic Program Directors was set at a flat rate of \$200 in 2002 when the WAAESD, WEDA and WAPD partnered to support this office. The WEDA set its own assessment level at that time based on a flat fee plus a proportion of each state's allocation to total Smith Lever funds. In your case, that amount was approximately \$1,100 annually.

The Extension Directors subsequently decided that additional support was needed so separated from our office and subsequently hired Lyla Houglum as their part time Executive Director. I can't speak to how they handle current funding. As you know, Extension also assesses at the national level to support their national Executive Director Jane Schuhardt at APLU, eExtension and other items.

So what has the Northern Mariana Islands received for participation?

- I have included below an overview of our office operations.
- Because of my long Pacific experience while in Hawai'i, I have continually advocated for fair treatment of the territories, Hawai'i too, in all of my activities.
- As a member of the Association, you receive all electronic communication about important activities and decisions via our listservs or personal communication from me. I cannot control duplicate emails sent by Lyla Houglum.
- ***I am personally responsible*** for the addition of territory representatives to the BAA-Policy Board of Directors (Lee Yudin currently serves in this roll, you might check with him) and to the Budget and Advocacy Committee (a representative from Puerto Rico

serves here). Prior to this time, the territories were out of sight and out of mind without representation and no vote in Congress. Without my efforts you still would not be represented.

- Your Hatch and Smith Lever Allocations have increased by more than \$313,000 over the last several years due to the outstanding efforts of Cornerstone Government Affairs, the BAC and focused advocacy efforts by your colleagues across the Land Grant system (Table 2). There was also a big one time increase in FY 2007 (nearly \$400,000) due to the inclusion of special grants in Hatch funds. While I do not lobby Congress and federal funds cannot for this purpose, I do enjoy a trusted relationship with Cornerstone staff and work behind the scenes to support you and the other territories.
- You may recall that I visited Saipan several years ago and conducted a grantsmanship workshop for your staff; two other grantsmanship workshops held on Guam were attended by your faculty/staff. I do know that several of your staff members have successfully written proposals particularly in the SARE program.

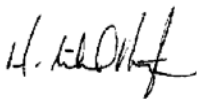
The contention that the Directors are jet-setting around the county for personal enjoyment *insults the integrity and professionalism of your colleagues* who are working diligently on behalf of the system and not for themselves or their institutions.

Your lack of participation association and other meetings has not gone unnoticed. In fact there is a long history of Northern Marianas representatives failing to attend meetings dating back to the departure of Jack Tenario and Marlin van der Veen who were active, thoughtful participants during the 1990s. Indeed this is unfortunate, as these meetings are not “speeches” in your words, but rather the means, by which Directors make collective decisions, identify priorities, provide regional input, and are informed of regional and national initiatives and issues. Our office takes quite seriously the agendas for these meetings and works to assure that the Directors see value in their participation. As you well know, the world is run by those who show up.

From your comments, it has become clear to me that you have little understanding of how the system works. This ranges from Hatch and Smith Lever allocations, which by the way are set in formulae that have been in place since 1955, to structure and workings of the Board and Agriculture Assembly and its committees. None of this is a secret, as issues are discussed and decisions are made in meetings which are open for those who are engaged. If you are unhappy with the *status quo* show up and suggest viable alternatives.

Finally, you are not forced to pay any assessments. You can be content to ride the coattails of your colleagues who see value in participation; in doing so your personal reputation and that of your institution will suffer.

Best regards,



Mike

Cc: Dr. Sharon Hart (president@nmcnet.edu)
Dr. Jeff Jacobsen
Dr. Lee Yudin

Western Association of Agricultural Experiment Station Directors

The Western Association of Agricultural Experiment Station Directors (WAAESD), one of five such regional associations, is comprised of 13 western states and the 4 Pacific trust territories which make up the western region. The 1890 universities (historically black serving institutions) also have a similar association of research directors.

The Research and Marketing Act of 1946 set aside 25% of Title 1, Section 9 (Hatch funds) for regional research. The WAAESD was subsequently organized in 1948 in part to aid in planning and management of research activities important to the region. The Congressional requirement that all agricultural experiment stations spend 25% of the Hatch formula fund allocation on regional research also contributed to the formation of the association. This regional commitment was redefined in the Agricultural Research, Extension, and Education Reform Act of 1998 to “multistate research”, the multistate research fund (MRF) was created, and there were new requirements for integrated multistate research and extension activities.

The WAAESD employs Dr. H Michael Harrington as Executive Director and Ms. Sarah Lupis as Assistant Director. Together they manage the region’s portfolio of multistate projects and other functions. These duties include program management, regular needs assessments, facilitating project development and review, and assuring accountability. The office serves as the principal liaison with the National Institute of Food and Agriculture of USDA. The regional office is supported through a *pro rata* assessment of its members.

Currently, the Western Director’s Office manages some 80 multistate projects. About half of these are “research” projects, supported by the MRF, which must meet a number of criteria including both regional and USDA approval. The remaining projects are Coordinating Committees (CCs) and integrated Extension/Education Research Activities (ERAs) which involve research, extension and/or education. The office also produces impact statements for multistate collaborative projects.

The regional Executive Directors have national responsibilities within the Experiment Station Section (ESS), and the Experiment Station Committee on Organization and Policy (ESCOP), formed in 1905, which is the executive governing body for the ESS under the Board on Agriculture Assembly within the Association of Public and Land Grant Universities (APLU) The Executive Directors provide crucial support to all ESCOP activities and to the national agenda with USDA and Congress. In this regard, Dr Harrington serves as the principal liaison between the Directors and the USDA regarding all initiatives and programs that are funded by NIFA. Other responsibilities are to provide leadership for the Western Directors with high priority regional initiatives and to provide management oversight of the western region’s portfolio of multistate projects that are funded through the Multistate Research Fund and the development of functionally integrated multistate projects that include research, extension and academic programs. In addition he provides leadership for the experiment station directors with national activities through the Experiment Station Committee on Organization and Policy (ESCOP). He serves as executive vice chair of the ESCOP Budget and Legislative Committee and as a member of the Committee on Policy and Legislation (Farm Bill Committee). Dr. Harrington is a member

the Board of Agriculture Assembly Budget and Advocacy Committee as well as a number of national a regional advisory boards and councils.

Table 1

History of Northern Marianas Western Director Assessments and Payments						
	AES			Academic Programs		
	Assessment	Pmt rcvd	Balance Due	Assessment	Pmt rcvd	Balance Due
FY95	0			0		
FY96	600	0	600	0		
FY97	600	0	600	0		
FY98	600	600	0	0		
FY99	600	600	0	0		
FY00	600	600	0	0		
FY01	600	600	0	0		
FY02	600	-	600	200		200
FY03	600	1,200	0	200	400	-
FY04	600	600	0	200	200	-
FY05	600	600	0	200	200	-
FY06	600		600	200	-	200
FY07	600	1,200	0	200	400	-
FY08	600	600	0	200	200	-
FY09	600		600	200	-	200
FY10	600		1200	200	-	400
FY11	600	1,800	0	200	-	600
FY12	600		600	200	-	800
FY13	600		1200	200	-	1,000
FY14	600		1800	200	-	1,200

	10,200	8,400			2,600	1,400	
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Table 2

FY	Federal Allocations*	
	Hatch	Smith Lever
2004	655,542	809,514
2005	645,062	801,878
2006	647,604	793,091
2007	1,176,423	845,837
2008	719,013	812,261
2009	761,357	871,374
2010	788,157	911,968
2011	788,157	871,374
2012	867,330	911,968
2013***	795,880	835,319
2014****	867,330	911,968
Increase 2004- Present	211,788	102,454

* Fluctuation in annual allocations reflects OMB or Congressional rescissions unless otherwise noted.

** Includes special grants funds that were transferred into Hatch funds

*** Reflects reduction due to federal sequestration

**** Expected allocation if current budget figures hold up

Consent Agenda Item: Assistant Director's Report, July – September 2013

Presenter: Sarah Lupis

Action Requested: For information

Background:

1. REGIONAL ACTIVITIES

WAAESD

- Served as the Recording Secretary of the WAAESD; produced minutes of meetings and conference calls.
- Maintained the WAAESD web site and continue to improve functionality and usefulness:
 - Updated scrolling multistate project featured articles.
 - Consolidated “Events” and “News” into one category that is now displayed on the right side bar for easy viewing on the home page.
- Maintain electronic mail lists for various groups.
- Created and processed financial and travel documents in support WAAESD transactions and activities.
- Continued to maintain WAAESD Twitter account, posting relevant stories about AES research, news, etc. and leveraging stories to national attention. Twitter account has 115 followers as of September 16, 2013, including several association colleges and universities, national organizations, government partners, and others (up from 95 in July 2013).
- Fall Meeting: Worked with Bret Hess, Mike Harrington, and Executive Committee to develop the WAAESD meeting agenda.
- Summer Meeting: Worked with Mike Harrington, Bret Hess and Executive Committee to finalize WAAESD agenda. Worked with Bret Hess, Bill Frost, Donn Thill, Lyla Houglum, Mike Harrington, and Sarah Schmidt to develop the agenda for combined session on Building Strength in Unity.
- Helped to advance the Building Strength in Unity effort (joint with WEDA) after the summer meeting:
 - Organized conference call of leadership (Bret Hess, Mike Harrington, Bill Frost, Lyla Hoglum)
 - Started collecting data for topic groups to use in developing narratives
- Conducted research on association membership and then helped to re-write WAAESD By-laws (with Mike Harrington).
- Worked with Mike Harrington and Joanna Holiday (SCU CAS HR) to re-write the position description for the WAAESD Assistant Director.
- Contributed to USDA climate hub efforts:
 - Provided information on AES station locations in CO, MT, and WY and co-wrote Extension and Outreach section (with Dr. Robin Shepard) for Northern Plains Climate Hub proposal
 - Coordinated joint letter of support from WY, CO, MT AES and CES directors for the Northern Plains proposal.

- Coordinated conference calls for Western Directors with Climate Hub writers in all regions
- Participated on review committee for Assistant to the Dean position at CSU. Attended three interviews and provided written comments on applicants.
- Provided support for Directors Hess, Thill, Pardini, & Jacobsen regarding the Institute for Range Sheep Production. Coordinated initial conference call and provided minutes, advised on future meeting structure, investigated regional funding mechanisms.

NIMSS

Regular Support: Regularly provide support to Administrative Advisors and AES staff on navigating the NIMSS. Provided support for AAs/committees seeking to renew or start a new project. Provided training for new AA, Jeff Steiner.

Guidelines: Contributed to the revisions of the national multistate guidelines and began revising Western Region Supplemental guidelines.

Multistate Program

Began coordinating project renewal process for projects set to terminate in 2014.

WRAOM

Participating on planning committee for the 2013 Western Region Administrative Officers Meeting (October 1-2, 2013 in Corvallis OR). Advised OSU on meeting logistics, helped to develop meeting agenda. Will be giving a session on the NIMSS and facilitating the HR session.

WAASED-WEDA Impact Reporting Joint Initiative

Worked with Sara D. to set priorities and select stories based on topics of regional and national importance/relevance. Advised on media outlets and story angles for various pieces that are in progress.

2. NATIONAL ACTIVITIES

NRSP001

Serve on the national Management Committee that oversees NIMSS implementation. Have been responsible for implementing the National Impact Reporting Strategy: in this quarter I set priorities for impact statement writing, co-produced (with Sara D.) a powerpoint that was distributed to Directors in all regions summarizing accomplishments of this effort, and co-produced a booklet and infographic (with Sarah D.; to be distributed at the Fall Meeting) of all the impact stories that have been written to date.

NERAOC

Serve as the ESCOP Representative to this planning committee. Participating in planning for the 2014 meeting. Scheduled to give a presentation on social media basics.

ESCOP

AES/CES Communications and Marketing Committee (CMC): Member of this committee and the executive committee (as recording secretary). I participated in monthly conference calls of the Executive Committee, helping to set the agenda for the CMC monthly calls and take all notes and minutes for both the EC and the overall group.

Continue to serve as a liaison between kglobal/CMC and the western region Deans and Directors. Advised on graphics for several impact statement stories that kglobal was publishing on Facebook and via their e-newsletter (rangelands and omega-3 fatty acids).

ESCOP Impact Database

Serve on a small committee to evaluate the appropriateness of the Excellence in Extension database/website for ESCOP reporting purposes. Have participated in one conference call with this group.

NRSP Review Committee

At the end of the ESS meeting, the Western Region will assume leadership for this committee for two years, coordinating activities of the Review Committee and communicating with NIFA regarding NRSP budgets.

3. TRAVEL SUMMARY

July 15 – 18, 2013: Western Region Joint Summer Meeting, Coeur d'Alene ID

September 24 – 26, 2013: ESS Annual Meeting, Columbus, OH