

**WAASED Summer Meeting  
July 12-14, 2016  
Bozeman, MT  
Minutes**

**Participants:**

Dave Thompson  
Chris Davies  
Mark McGuire  
Milan Shipka  
Bret Hess  
John Tanaka  
Tom Holtzer  
Chris Pritsos

Joyce Loper  
Andy Hammond  
Glenda Humiston  
Rachael Leon-Guerrero  
Sarah Lupis  
Jim Moyer  
Michael Harrington  
Ken Grace

Tuesday, July 12, 2016				
Agenda Item	Time	Description	Presenter	Notes
1.0	1:00-1:15	Call to Order, Welcome, Introductions	Jim Moyer	
2.0	1:15-1:20	Approval of Agenda and Minutes of 2015 Spring Meeting	Jim Moyer	<b><i>Agenda as presented was unanimously approved. Minutes of 2015 Spring Meeting were unanimously approved.</i></b>
3.0	1:20-1:30	Chair's Report, Interim Actions, Executive Committee Report	Jim Moyer	Jim reported on the WAAESD/WEDA Leadership Meeting. Items discussed included: <ul style="list-style-type: none"> <li>• 2 Leadership meetings have taken place; quarterly video conferences from here on out.</li> <li>• Time spent together during Spring Meetings; undecided for 2017.</li> </ul> Chairs and EDs/AD of WAAESD and WEDA were added to respective list serves.
4.0	1:30-1:45	Treasurer's Report/AZ Status	Charles Boyer	American Samoa, AZ, and UT have outstanding balances. The Special Travel fund will be used in 2017 to pay for facilitation by Ben West at this meeting and Barbara Allen-Diaz to receive the ESS Leadership Award at the APLU Annual Meeting. MSU has ~\$70K <b><i>Mike will follow-up with California regarding their APS assessment.</i></b>  There was a discussion about the status of AZ and past-due assessments. Milan Shipka made a motion to remove the University of Arizona as a member in good standing of the Western Association of Agricultural Experiment Station Directors according to the Association by-laws.

				Mark McGuire seconded the motion. The motion unanimously approved.
5.0	1:45-2:00	WAAESD Budget – Seconded motion from EC	Jim Moyer	During the Spring Meeting, there was a discussion about how the office budget is split between Hatch Multistate Off the Top and billed assessments. The Western Director’s Office spends approximately 60% of their time in support of the Western Region portfolio of MRF projects. EX seconded motion: Increase the W106 budget to 60% of the overall budget and billed assessments to be calculated on the remainder of the budget and split based on a combination of equal shares and each states percentage of multistate funds. Unanimous approval.
6.0	2:00-2:30	Combined Meeting Prep: <ul style="list-style-type: none"> <li>• WGA Moving Forward/Liaison Scope of Work</li> <li>• Forest &amp; Range Multistate Projects</li> <li>• WAPS topics</li> <li>• Western Agenda next steps</li> </ul>	All	Jim Moyer suggested debriefing the Hill Visits and determining how we can better support CARET’s efforts. Determining how to move the WA forward.  W-APS has ideas for discussion based on a cross-walk between the lists of “things that must be done” developed during WRJSM2015.

Wednesday, July 13, 2016				
Agenda Item	Time	Description	Presenter	Notes
7.0	10:30-10:45	ARS Report	Andrew Hammond	~\$1M in construction is going toward new buildings. Deferred maintenance costs are huge. ~\$150M a year is needed just to maintain status quo.
8.0	10:45-10:50	NRSP Review Committee Update	Bret Hess	There was some discussion of NRSP7 needs going forward. Their primary coordinator needs additional support. Sarah reminded the group that NRSP1 will be renewing next year (project supports NIMSS and the impact writing project). NRSP3 and NRSP10 will undergo mid-term review next year and both are anticipated to have made excellent progress. NRSP10 may seek input during the 2017 Spring Meeting.
9.0	10:50-11:00	Nominations <ul style="list-style-type: none"> <li>• WAAESD Chair-Elect, Secretary, At-Large Rep</li> <li>• ESCOP S&amp;T Rep</li> <li>• MRC Representative</li> </ul>	Jim Moyer	Milan Shipka nominated Glenda Humiston as Chair-Elect. She was unanimously approved.  Rachael Leon Guerrero nominated Chris Davies as Secretary. Unanimously approved.  Milan Shipka nominated Chris Pritsos as Member At-Large. He was unanimously approved.  Steve Loring was unanimously approved for a second term as At-Large Member (Dave Thompson made the motion).

				<p>There was general discussion of what ESCOP committees are, membership, term limits, etc. For details, please visit: <a href="http://escop.ncsu.edu/Viewcommittees.cfm">http://escop.ncsu.edu/Viewcommittees.cfm</a></p> <p>Sarah will post the national/regional org chart on the WAAESD website. Sarah and Mike will include a New Dean Director orientation during the summer meeting.</p> <p>S&amp;T Rep: Ken Grace MRC Reps: Milan Shipka was renewed and Joyce Loper volunteered.</p>
10.0	11:00-11:15	Capacity Program Review	H. M. Harrington	A draft report was expected by now but has not yet been shared to review.
11.0	11:15-11:30	Equipment Approval: Region Position Statement Review	H. M. Harrington	<p>Deadline for comments has been extended to the end of this month. Mike, Jeff Jacobsen (ED, NCRA) and Bret Hess (WY) collaborated on the response letter. OMB uniform guidance is being used to justify this policy. Grants staff believe that NPL review is insufficient for equipment approval. Plans of work also include some of this information and those are approved, suggesting that either plans of work requirements will be expanded. "As needed through the award period" is essential. This effort makes each project more an more like a grant. Should look closely at the ability to delegate (all the way up to the Secretary level).</p> <p>Common messages: delegate. 30 days is too long. 2-week notice of intent with ability to purchase unless we hear from you.</p> <p>Agreed to draft a letter that is reflective of the Western Perspective from WAAESD. All states will share letters via the W-COOs listserv.</p>
12.0	11:30-11:45	Other	Jim Moyer	<p>State reports to be included on the Spring Meeting Agenda</p> <p>Strategic interactions with the "family" at Spring Meeting.</p> <p>Strategic support for appointments and elected officials at Spring Meeting.</p> <p>WSARE Administrative Council: 3 year term with a maximum of 2 terms. High-level administrative activities and proposal review/recommendations. Mike gave an overview of the responsibilities. WAAESD needs a representative to the AC starting in January. Interested parties should contact Jim Moyer.</p>

				Sarah Lupis asked for permission to spend time working on communications workshops for NIFA and the 1890s communication professionals.
13.0	11:45-12:00	Resolutions	Rachel Leon Guerrero	Unanimously approved
	12:00	Adjourn regular business portion of the meeting		
	12:00-1:30	LUNCH		
	1:30-3:30	Vision and Future of the WAAESD	Ben West, Facilitating	<i>See below</i>

Thursday, July 14, 2016				
Agenda Item	Time	Description	Presenter	Notes
	8:00-10:30	Vision and Future of the WAAESD, continued	Ben West, Facilitating	<i>See below</i>

#### 14.0 Consent Agenda Items

- ED's Quarterly Report, <http://bit.ly/2bZCjHO> (page 33) (H. M. Harrington)
- AD's Quarterly Report <http://bit.ly/2bZCjHO> (page 54) (Sarah Lupis)
- ESCOP B&L Committee Update, <http://bit.ly/29rYQKN> (Jim Moyer)
- ESCOP S&T Committee Update, <http://bit.ly/29u4XOa> (Dave Thompson)
- ESCOP/ECOP CMC Update, <http://bit.ly/29lCFSg> (Steve Loring/Sarah Lupis)
- ESCOP Diversity Task Force, <http://bit.ly/29rgWud> (Charles Boyer, Sarah Lupis)

# The Future and Vision of WAAESD: A Facilitated Discussion

July 13-14, 2016 • Bozeman, Montana

Facilitated by Ben C. West, benwest@utk.edu

**As a prompting question, I asked participants to brainstorm about the question “*What impacts would occur if WAAESD was dissolved?*” All responses were recorded.**

- Less collaboration among states
- Less learning opportunities from peers
- Less help with multistate programs
- More difficulty speaking with one voice, as a group
- Less impact on national policy
- Greater budget savings (because of no assessments)
- Less collegiality and continuity
- Loss of institutional knowledge
- Less representation in regional and national committees and organizations
- Greater responsibility for multistate programs will fall to the states
- Less support for people in leadership positions (state and national; ESCOP is example)
- Directors would be less informed about issues of importance
- More responsibility for committee work among directors

**As a prompting question, I asked “*What benefits would occur if WAAESD was perfect?*” All responses were recorded.**

- Easy venue for exchange of ideas and information; collaborative communication
- Great connection to other regions
- Ample support to ensure involvement on key regional and national committee
- Tools would be readily available for faculty to make applying and managing research grants easier and less time consuming
- Would be a powerful voice in policy development
- Strong collaboration would result in greater synergy and impact
- Member institutions would be more successful in garnering BIG funding opportunities
- Good communication would lead to less reinventing the wheel at each institution
- New directors would receive helpful mentoring
- Productivity of multistate programs would be increased
- State programs would be well aligned to regional priorities and the Western Agenda
- Directors will have an easily-accessed network to learn how other states have dealt with issues
- We would have strong and effective impact statements, especially with regard to the Western Agenda
- We would have good teambuilding across state lines
- We would have strong collaboration with other organizations
- The time and expense of travel for WAAESD would be less minimized

I asked participants to brainstorm and prioritize the question “*What are the most important and significant things WAAESD should do in the future?*” Participants brainstormed ideas in small groups and submitted their top 3 items. Then, participants voted to identify the items believed to be most important and should be prioritized.

<b>Activity</b>	<b># votes</b>	<b>% of votes</b>
Coordinate the pursuit of big, collaborative funding opportunities, including seed grant programs	11	28%
Manage multistate program portfolio	9	23%
Maintain strong relationships and communications with external groups	8	21%
Support national, regional, and local policy development	7	18%
Develop and market impacts, especially with regard to the Western Agenda & Perspective	2	5%
Maintain resources and systems to detect emerging issues	1	3%
Develop and maintain clear communication channels among members	1	3%
Develop and manage mentorship program		
Develop governmental affairs resources		
Coordinate faculty expertise database		
Conduct efficient and effective meetings		
Develop and maintain list of expectations from members and communicate them, especially with new directors		

**Mike Harrington and Sarah Lupis provided an overview of their current annual activities and subsequent allocation of time.**

Mike Harrington

<b>Activity</b>	<b>Allocation of time</b>
Mange multistate research programs	40%
National support <i>ESCOPE, Farm Bill, budget and legislative issues, support of white papers</i>	50%
Liaison with USDA	10%

Sarah Lupis

<b>Activity</b>	<b>Allocation of time</b>
Mange multistate research programs	50%
National activities	15%
Manage impact statement writing project	25%
Office management	10%

**I asked small groups to brainstorm and discuss the Key Roles and Responsibilities of the WAAESD Executive Director's office and list the top 3. Responses were recorded and, where appropriate, combined. The list below is not prioritized, but can be correlated to the list of desired WAAESD activities above to generate priorities of the Executive Director's office.**

- Identify and help create big funding opportunities. Develop teams and strategies to pursue these opportunities.
- Manage multistate research programs.
- Manage an orientation and mentoring program for new directors.
- Be involved in national activities as appropriate.
- Advance the Western Agenda & Perspective.
- Lead efforts in marketing the impact of the western region experiment stations.
- Inventory and track regional and national committee needs and assignments.

### **Next Steps**

- Jim Moyer assigned a committee to discuss options to restructure WAAESD meetings to save time and money associated with travel. The goal is for the committee to develop some alternatives in time for discussion at the fall meeting.
- The executive committee and executive director's office will consider using this information to craft a mission statement for WAAESD.
- The executive committee will review the input and discussion above and develop revised job descriptions and performance measures for each position in the WAAESD Executive Director's office.