



July 1, 2018

TO: Dean Hendrick and the Staff in the College of Agriculture and Natural Resources (CANR)

FR: CANR Staff Advisory Committee (SAC): Sharon Reasoner (chair), Heather Miller (vice-chair), Michelle McLain (assistant vice-chair), Colin Phillippo, Mackenzie Graham (secretary), Kathryn Reed, Tristan Foster, Bridget Becker, Sarah Carroll, Kevin Turner and Kris Hynes as CANR Dean's Office Liaison

RE: Accomplishments for July 1, 2017 to June 30, 2018

The Staff Advisory Committee for the Dean of the College of Agriculture and Natural Resources has completed another successful and productive year. "Staff" is defined as APSA, APA, CTU, 1585/999, Off-campus and Farm Managers. Formally organized in 2003, the individuals elected to the SAC committee are charged with addressing issues, concerns and opportunities on behalf of staff in CANR through direct communication to the Dean.

SAC Website

We continue to increase visibility and enhance communication by upgrading our website. On November 13, 2017 we rolled out the first of many to come in our "Did You Know" series. This first link highlighted the Educational Assistance benefit that is provided as an MSU support staff member and how you can make use of this great benefit to further your education. Be sure to check it out. http://www.canr.msu.edu/sac/did_you_know

CANR's College Advisory Committee (CAC)

The SAC Chair (Sharon Reasoner) represents all College support staff by attending the monthly CAC meetings. If the SAC Chair is not available to attend the co-chair (Heather Miller) will go in their absence. This ensures staff engagement at the College level. You may recall that last year the CAC approved the addition of a new college level standing committee "The Diversity, Equity and Inclusion Committee". This committee will have two staff representatives.

Monthly SAC Meetings

In September of 2017 we began our year with our first meeting saying goodbye to Dave Main and thanking him for his years of service to this committee. Dave served 2 3-year terms and assisted with the staffer of the month task. We also welcomed Kevin Turner who filled the vacant spot left by Dave in zone 4. In November we also welcomed Bridget Becker who took over for Jackie DeSander who had to step down during her term. Monthly meeting minutes continue to be posted on our website. The committee meets monthly nine times per year, September – May, with email communication during the summer months when needed.

Actions

- October 2017 – three applicants were invited to campus for the CANR Associate Dean for DEI position, staff participated during the interview process. Quentin Tyler began in March 2018
- In November 2017 you voted to elect your staff representation for this committee; Ali Burck (CANR Staff) and Gina Flores (MSUE Staff) will represent you on this committee, one will have a 3 year term and the other a 1.5 year term.
- November 2017 – Reviewed charitable organizations internally to MSU as an alternative to support vs. Toys for Tots. SAC decided to support MSU Safe Place for the charitable campaign this year.
- December 2017 - SAC Facebook page was closed out, we will post news worthy items on the MSU Staff Facebook page.
- February 2018 – Dean Hendrick joined our meeting and updated us on the events that had taken place across campus related to the Nassar case, President Simon’s resignation, and announcement of John Engler as Interim President. Open meetings were held across campus to questions.
- May 2018 – SAC initiated an email to the Dean raising awareness that a staff representative serve on the search committee for the new MSU President. Ideally we would like to see a CANR staff member participate on this committee.

Events

The committee planned several successful events we’d like to highlight. They included:

- November 2017 – Rolled out the first “Did You Know” reference guide on Education Assistant benefit.
- January 2018 – The SAC distributed complimentary tickets to staff members to attend Michigan State University women’s basketball games. February 1st game 59 tickets and February 21 game 102 tickets. Great family fun!
- February 2018 – Kicked off our charitable campaign to support MSU Safe Place and replenish their supply needs. Your contributions were heart felt and generous over 416 items and \$565 dollars was donated.
- May 10, 2018 – The College hosted a spring award celebration in Anthony Hall and then lunch at the Vista at Shaw Hall. SAC continues to encourage combining what use to be the annual SAC event with the annual CANR Faculty and Staff Awards reception. Dean Hendrick provided a brief College update and presented awards to faculty and staff. Faculty and staff were released from work to be able to attend this special event and opportunity to visit with Dr. Hendrick and network with colleagues. This year’s program was broadcasted via ZOOM, so that our off-campus folks could participate and feel connected with this college event.
- Congratulations to Nancy Creed from AFRE, one of this year’s Jack Breslin Distinguished Staff Awardees.

CANR Outstanding Service Awards

The Outstanding Service Awards given for 2018 are listed below. The award winners received a plaque along with a monetary stipend. The winners included:

- Outstanding Staff Award –Recipient was: Dan Wyrembelski, MSU Department of Horticulture
- Outstanding Team Award – One team award is given out annually and recipients this year were from the South Campus Livestock Farms Management Team. The team included: Paula Hitzler, Andrea Meade, Christopher Rozeboom, Joseph Grulke, Wesley Mays, and Angelo Napolitano. *Kevin Turner and Tristan Foster are both part of this outstanding team, but were recused from the process as they are members of the SAC committee and while serving are unable to be nominated.*

- Monthly Staffer of the Month Awards July 2017- June 2018– Those recipients were:
 - July 2017 – Renee Chapman, Land Management Office
 - August – Mary Beth Graebert, School of Planning, Design and Construction
 - September – Wendy Marek, MSUE Director’s Office
 - October – Linda Haubert, AgBioResearch Director’s Office
 - November – Tracy Lorenz, School of Packaging
 - December – Tracy Rich, Animal Science
 - January – Lisa Duffey, Office of Academic and Student Affairs/CANR
 - February – Aaron Walworth, Packaging
 - March – Gissela Pfiefer, Food Science and Human Nutrition
 - April – Gloria Ellerhorst, Extension Children and Youth
 - May – Starr Portice, AFRE/MSU Product Center
 - June – Rachel Kramer, MSU Extension HR Assistant

SAC Members – Members and Elections

There are four (4) officers, Chairperson, Vice-Chairperson, Assistant Vice-Chairperson and Secretary, each serving up to a two-year office term. At the end of the Chairperson’s term, the Vice-Chairperson becomes the Chairperson, the Assistant Vice-Chairperson becomes the Vice-Chairperson, and the committee elects a new Assistant Vice-Chairperson and Secretary.

In keeping with your by-laws the Staff Advisory Committee will elect new officer positions in the fall of 2018 during our first meeting. Your current officers are: (each are completing their second year officer term)

Sharon Reasoner – Chair

Heather Miller – Vice-Chair

Michelle McLain – Assist. Vice-Chair

Mackenzie Graham – Secretary