



# NERA

Northeastern Regional Association  
of  
State Agricultural Experiment Station Directors Meeting

The Ballantyne Hotel & Lodge, Charlotte, NC  
**Union Room**

September 28, 2015 [3:00-6:00PM]

## Draft Minutes

**In Attendance:**

Tim Phipps, Chair  
Cameron Faustman  
Ian Maw  
Rick Rhodes III  
Dan Rossi  
Fred Servello  
Adel Shirmohammadi  
Dariusz M. Swietlik  
Gary Thompson  
Pat Vittum  
Jon Wraith  
Rubie Mize, Recorder

1. Welcome and Introductions – Tim Phipps, Chair  
Chair Tim Phipps welcomed the directors and each gave a brief introduction.
2. Approval of Agenda – Tim Phipps  
<http://nera.rutgers.edu/workshop/NERAAgendaSept2015.pdf>  
Motion made to approve the agenda was seconded and passed.

3. Approval of Minutes from the July 2015 NERA Meeting – Tim Phipps  
<http://nera.rutgers.edu/workshop/NERAMinutesJuly2015.pdf>  
Motion made to approve the minutes was seconded and passed.

4. Multistate Activities Committee Report – Fred Servello  
<http://nera.rutgers.edu/workshop/MACReportSept2015.pdf>

- MAC Recommendations for –
  - Revised 2015 NERA Planning Grant Submissions
    - NE1504 - Assessing and promoting “food agency,” a construct for helping individuals navigate the food environment
    - NE1506 - Terrestrial biomonitors to assess changing climate & honey bee health

MAC had requested the teams to revise their proposals mainly to expand membership and be more specific with funding opportunities they are after. MAC members are satisfied with the revision and recommend approval.

- Request to Write for NEERA1003-Northeast Pasture Consortium, 10/2016-2021
- Request to Write a new multistate project entitled, *Eastern White Pine Health and Responses to Environmental Changes*, 10/2016-2021

Motion made to approve MAC’s recommendations to approve the projects above was seconded and passed.

- NRSP Review Committee Recommendations – Tim Phipps, Fred Servello  
See recommendations by NRSP-RC attached. Nothing has changed since the committee met in May. On the proposals:
  - NRSP-4 is good at leveraging funds.
  - NRSP-6 was required to explore alternative funding models and report back to NRSP-RC at mid-term review.
  - NRSP-7 proposal & 5-year budget request were rejected and the recommendation is for a 1-year current funding of \$325K to phase out activities. Chair emphasized that a ‘YES’ vote is to reject the 5-year proposal and with ‘NO’ vote an alternative to the proposal will be entertained.
  - NRSP-9 recommendation is to approve the proposal and provide an economic analysis of impact during the mid-term review and to improve its outreach/communication plan

- 2016 Planning Grants – Dan Rossi, Fred Servello  
Release dates of the NEED/NERA and NERA planning grants were too close last year resulting to confusion by applicants and a less than stellar quality of submissions. MAC suggested skipping a year releasing the NERA RFA every other year.

The RFA was revised to include the following:

- Explain what ‘strong research core’ means – a rigorous specified approach and well defined hypothesis? At this stage, some groups may still be formulating their hypothesis.

- Demonstrated track record should refer to successful history of grantsmanship
- Add a check box on the cover page asking each team member to indicate his/her affiliation – AES, CES, or both.

Motion to approve the revised RFA and release of the NERA Planning Grant on July 1, 2016, was seconded and passed.

#### 5. ESCOP Update – Dan Rossi

Please see report attached.

- The Budget and Legislative Committees for ECOP and ESCOP were charged by the BAA to draft a document outlining the steps to put forward new initiatives including issue identification, white paper development and approval, and the development and implementation of effective communications strategies. It was initially proposed to combine both B&L's, but it was decided that issues are significantly different, so they'll remain separate, but will work closely and collaboratively.
- The Communication and Marketing Committee had completed the Plan of Work and is being finalized. Rick is the incoming chair, replacing Scott Reed. As Chair, Rick will focus on the implementation of the Plan of Work to increase understanding and appreciation of kglobal's accomplishments, improve communication of our needs and assess returns on our investments.
- The Science and Technology Committee is working on the Open Access issue and noted that a proposed NRSP is forthcoming. Members suggested initiating a survey of institutions on where they are with 'open access'. Cameron and Adel will bring it forward to the S&T Committee.
- The Futuring Task Force is inactive at the moment while additional funding is being sought potentially from Kellogg Foundation.
- On the Capital Infrastructure activity, Sightlines study is complete and a report will be presented at the APLU Meeting in November.
- ESCOP Diversity Task Force representatives from NERA are Tim Phipps, Dan Rossi and Rubie Mize.

#### 6. Executive Director's Report – Dan Rossi

Please see attached report

- The Northeast Climate Hub will meet in Annapolis, MD on October 26-28. Team also meets monthly by teleconference. Dan is working with Jeff Jacobsen in the North Central region on the Great Lakes Specialty Crop Climate Consortium. Detailed info will be shared with the directors.
- A listserv of Canadian Deans in the Northeast had been set up and we will forward only messages that are of interest to them.
- Draft Rules of Operation

The motion made to approve the revised NERA Rules of Operation was seconded and passed.

#### 7. Future Meetings:

- 2015 APLU Meeting (including ESCOP Executive Committee Meeting),

JW Marriott Indianapolis, Indianapolis, IN, November 15-17, 2015

<http://www.aplu.org/meetings-and-events/annual-meeting/index.html>

- 2016 AHS/CARET (including ESCOP Meeting), Westin Alexandria, VA, March 7-9, 2016  
<http://www.aplu.org/meetings-and-events/events/joint-caretahs-meeting>
- NERA Meeting, Admiral Fell Inn, Baltimore, MD, March 14-16, 2016
- 2016 Northeast Joint Summer Meeting, State College, PA, June 20-22, 2016 (TBC)
- 2016 Joint ESS/CES Meeting, Jackson Lake Lodge, Wyoming, September 19-22, 2016

8. Executive Director Position Description and Search Process – Rick Rhodes III

This is a closed session. No minutes taken.

For the record, a charge was given to the Search Committee to make the necessary revisions as discussed and move forward with the release of the vacancy announcement.

9. Station Updates - All

Brief updates from the Stations:

- Craig Beyrouthy will start November 1, 2015, as Dean and AES/CES Director of the College of Agriculture at the University of Maryland
- Jody Jellison will be the Director of the Center for Agriculture and AES/CES Director at the University of Massachusetts beginning January 4, 2016.
- Dariusz Swietlik is now Northeast Area Director for ARS and based at BARC. ARS had reorganized under three management responsibilities – Resource, Program and Administration. The eight geographical areas had been reduced to five, namely: Northeast, Pacific, Plains, Southeast and Midwest.

10. Other Business – Ideas for Best Practices discussion at March 2016 meeting

- Rick R. noted that some states, like RI that has no line item, have difficulty meeting their state match. NIFA has capability to reduce match requirement. States are allowed to assign targets, ex. NJ=12% and WV=14%. Question raised is why not use ‘tuition’ as a match. Under the definition of ‘integration’ isn’t academic component part of that? Is this an issue that can be brought forward to the Budget and Legislative Committee. Gary T. can raise it with the B&L, but send him something in writing.
- Fred S. suggested asking Mark Rieger to summarize our Open Lab discussion last spring
- Tim P. received a letter from NIFA that sounded like an audit, but in fact they were interested in learning what we do well. The main criticism is the lack of sharing impacts and that we should submit stories to USDA’s ‘share your science’ website [<http://nifa.usda.gov/share-your-science>] Is this a duplication or does this complement the National Impacts Database <https://landgrantimpacts.tamu.edu/> ?
- Cameron gave an update on the Plan of Work Panel’s recommendations and we’re still waiting for the official NIFA response, expected for release in early January. Extension had been engaged to explore how reporting may look like from their side. It may take a while before anything is implemented, but we should remain vigilant and continue to work together to simplify the process.

## 11. Closing Remarks/Passing of the Gavel – Tim Phipps and Cameron Faustman

Chair Tim Phipps thanked everyone for a lively and thoughtful discussion, and passed the gavel to incoming Chair Cameron Faustman.

Chair Cameron Faustman advised the directors to be prepared for more communications as we go through the process of the ED Search and an electronic ballot will be sent out to confirm NERA committee appointments.

Chair Cameron Faustman adjourned the meeting at 6:15PM.

# Report and Recommendations

## NORTHEAST MULTISTATE ACTIVITIES COMMITTEE MEETING

### Via Teleconference

September 16, 2015  
1:00pm to 2:05pm

Chair, Fred Servello (ME)

Present: Cameron Faustman (CT), Tim Phipps (WV), Gary Thompson (PA), Pat Vittum (MA/NEED), Ken La Valley (NH/NEED), Dan Rossi (ED) and Rubie Mize (Recorder)

1. Request to approve the **revised** Planning Grant Proposal NE1504 - Assessing and promoting “food agency,” a construct for helping individuals navigate the food environment.

Members are pleased that additional participants from the University of New Hampshire, Cornell University and University of Maryland are joining the team. MAC felt that the group is headed to the right direction and will be able to put together a successful competitive proposal.

**Action:** MAC recommends approval of the proposal.

2. Request to approve **revised** Planning Grant Proposal NE1506 - Terrestrial biomonitors to assess changing climate & honey bee health

Additional members have joined the group from the University of Delaware and University of Maine. The team is on track to submit a proposal to AFRI later this fall.

**Action:** MAC recommends approval of the proposal.

3. Request to approve the Request to Write a proposal entitled, Northeast Pasture Consortium, 10/2016-9/2021 [Renewal of NEERA1003]

**Action:** MAC recommends approval of the Request to Write for Coordinating Committee NEERA1003. [Note that Request was received after the teleconference and MAC members sent their approval via email.]

4. NRSP Review Committee Report – Tim Phipps

The ESCOP NRSP Review Committee met on May 28, 2015 in Denver, CO, and the following recommendations reported at our summer meeting in Portsmouth, NH, have not changed. Note that these recommendations will be discussed again before voting at our ESS Meeting on September 30. Directors present will vote individually per station.

- NRSP-4, “Enabling Pesticide Registrations or Specialty Crops and Minor Uses” – approve proposal and budget with a request that the program more fully explain/justify the maintenance funding level requested.

- NRSP-6, “US Potato Genebank” – approve proposal and budget with the requirement that the committee look at alternative funding models (e.g., increase ARS budget; look for support from key institutions) and report back to the NRSP-RC at the mid-term review on progress toward the goal of eliminating or significantly reducing NRSP funding at the end of this cycle.
- NRSP-7, “A National Agricultural Program for Minor Use Animal Drugs” – reject the proposal and budget. Assuming the recommendation is upheld at the Experiment Station Section Meeting in September, NRSP-7 will receive 1-year of funding at the current level to phase out activities.
- NRSP-9, “National Animal Nutrition Project” – approve proposal and budget with recommendations to provide an economic analysis of impact during the mid-term review and to improve outreach/communication plans and implementation

## 5. 2016 NERA Planning Grant Program announcement

**Timing of RFA:** MAC felt that last year’s timing of the release of the NERA and NEED/NERA planning grants created confusion for the researchers. The following were suggested, and NEED will be consulted as to what would work best for them. NEED will meet on October 12.

- Release one RFA in the spring, and the other in the fall
- Release both at the same time
- Release every other year, say NERA will release their 2015 RFA, and NEED next year, 2016.

**Budget:** MAC members need to know how much budget is available for the NERA Planning Grant and how many good proposals can be funded. MAC will consider the actual budget before reviewing the proposals in the next round.

**Content:** Revisions to the draft RFA were suggested as follows:

- Explain what ‘strong research core’ means – a rigorous specified approach and well defined hypothesis? At this stage, some groups may still be formulating their hypothesis.
- Demonstrated track record should refer to successful history of grantsmanship
- Add a check box on the cover page asking each team member to indicate his/her affiliation – AES, CES, or both.

**Action:** Fred Servello and Dan Rossi will work on revising the draft RFA, share with MAC and NERA members and present it for approval at the NERA Meeting on September 28.

## 6. Advisor assignments:

- NE1335 - Resource Management in Commercial Greenhouse Production [10/2013-9/2018] (TBD)

## 7. Other Business - See Item#3 above for NEERA1003 Request to Write.

Current MAC members:

- Fred Servello, ME (2012-2015) - Chair
- Tim Phipps, WV (2013-2016)
- Gary Thompson, PA (2012-2015)
- Cameron Faustman, CTS (2014-2017)
- Pat Vittum, MA/NEED (2014-2017)
- Ken La Valley, NH/NEED (2014-2017)

NRSP Review Committee Agenda Brief (Fall Meeting)

Presenters: Bret Hess and Mike Harrington

For information only

**NRSP Review Committee Members**

<p>Bret Hess, Chair (WAAESD)</p> <p>Delegates:</p> <ul style="list-style-type: none"><li>• Fred Servello (NERA)</li><li>• Shirley Hymon-Parker (ARD)</li><li>• Doug Buhler (NCRA)</li><li>• Tom Bewick (NIFA)</li><li>• Clarence Watson (SAAESD)</li><li>• L. Washington Lyons (Cooperative Extension)</li></ul>	<p>Executive Directors:</p> <ul style="list-style-type: none"><li>• Eric Young (SAAESD)</li><li>• Mike Harrington, Executive Vice-Chair (WAAESD)</li></ul> <p>Interim Delegate:</p> <ul style="list-style-type: none"><li>• Tim Phipps (NERA)</li></ul> <p>Stakeholder Representative:</p> <ul style="list-style-type: none"><li>• Don Latham (CARET)</li></ul>
--	---

**Background:**

The NRSP Review Committee (NRSP-RC) met in Denver, CO on May 28, 2015 for its annual meeting to review proposals, budgets, and guidelines and make recommendations for funding. The committee recognized the need for additional clarification regarding peer review of proposals and is currently drafting an appendix to the guidelines to more clearly outline this processes. Recommendations are presented below.



## NRSP 2015-2016

### Requests for Off-the-Top Funding

Project	Request FY2013	Authorized FY2013	Request FY2014	Authorized FY2014	Request FY2015	Approved FY2015	†Request FY2016	NRSP Review Committee Recommendation
NRSP1	50,000	50,000	75,000	75,000	300,000	300,000	183,500	
NRSP3	50,000	50,000	50,000	50,000	50,000	50,000	50,000	
NRSP4	481,182	481,182	481,182	481,182	481,182	481,182	<i>see below</i>	
NRSP6	150,000	150,000	150,000	150,000	150,000	150,000	<i>see below</i>	
NRSP7	325,000	325,000	325,000	325,000	325,000	325,000	<i>see below</i>	
NRSP8	500,000	500,000	500,000	500,000	500,000	500,000	500,000	
NRSP9	175,000	175,000	175,000	175,000	175,000	175,000	175,000	
NRSP10					398,631	398,631	370,165	
NRSP_TEMP004 (NRSP4)							481,182	<i>Approve proposal &amp; 5-year budget request.</i>
NRSP_TEMP006 (NRSP6)							150,000	<i>Approve proposal &amp; 5-year budget request; require committee to investigate alternative funding models and report back to NRSP-RC at mid-term review. See attached.</i>
NRSP_TEMP7 (NRSP7)							325,000	<i>Reject proposal &amp; 5-year budget request; with 1-year transition funding for \$325,000. See attached.</i>
NRSP_TEMP9 (NRSP9)							225,000	<i>Approve proposal &amp; 5-year budget request.</i>

†As of 2012, all NRSP budgets are approved for the duration of their current 5-year cycle, assuming an acceptable mid-term review.

## FY16 National Research Support Projects

### National Research Support Program (NRSP) Ballot

\* 1. What station do you represent?

\* 2. Do you approve the NRSP Review Committee recommendation to approve the proposal and 5-year budget for the following projects:

	Yes	No
NRSP_TEMP004, "Enabling Pesticide Registrations for Specialty Crops and Minor Uses" (2015-2020), \$481,182	<input type="radio"/>	<input type="radio"/>
NRSP_TEMP006, "The U.S. Potato Genebank: Acquisition, Classification, Preservation, Evaluation and Distribution of Potato (Solanum) Germplasm" (2015-2020), \$150,000	<input type="radio"/>	<input type="radio"/>
NRSP_TEMP009, "National Animal Nutrition Program" (2015-2020), \$225,000	<input type="radio"/>	<input type="radio"/>

If "NO" suggest an alternative

\* 3. Do you approve the NRSP Review Committee recommendation to reject the proposal and budget for NRSP\_TEMP007, "A National Agricultural Program for Minor Use Animal Drugs" (2015-2020), \$325,000?

Yes

No

If "NO" suggest an alternative

## Summary of NRSPs

Project Number	Project Name	Project Period	Mid-term Review Year
NRSP-1	National Information Management and Support System (NIMSS)	2014-2017	2016
NRSP-3	The National Atmospheric Deposition Program (NADP)	2014-2019	2017
NRSP-4 (NRSP_TEMP4)	Enabling Pesticide Registrations for Specialty Crops and Minor Uses	2015-2020	2018
NRSP-6 (NRSP_TEMP6)	The U.S. Potato Genebank: Acquisition, Classification, Preservation, Evaluation and Distribution of Potato ( <i>Solanum</i> ) Germplasm	2015-2020	2018
NRSP-7 (NRSP_TEMP7)	A National Agricultural Program for Minor Use Animal Drugs	2015-2016	-
NRSP-8	National Animal Genome Research Program	2013-2018	2016
NRSP-9 (NRSP_TEMP9)	National Animal Nutrition Program	2015-2020	2018
NRSP10	Database Resources for Crop Genomics, Genetics and Breeding Research	2014-2019	2017

# **A Synopsis of the U.S. Potato Genebank: Acquisition, Classification, Preservation, Evaluation and Distribution of Potato (*Solanum*) Germplasm (NRSP6)**

## **Background**

The official National Plant Germplasm System project for the US potato genebank is in the National Research Support System designated as NRSP6. The NRSP system is a key facet of the State Agricultural Experiment Station (SAES) System. NRSP6 provides germplasm stocks, germplasm data, R&D techniques and tools and custom materials for germplasm evaluation to the stakeholders such as public and private plant breeders, potato researchers, food suppliers and processors both domestically and internationally. NRSP6 has been a viable national project (since the 1950s) with current top 10 state (unit) users from CA, IA, ID, MD, MI, MN, NY, OR, WA and WI and, in reality, nearly 50 states using the Genebank over short timeframes. The Genebank has over 5,000 items of germplasm for the world's most important non-cereal crop with 45% of these being unique. While the demand for Genebank services is increasing, the overall financial health is declining; thereby creating uncertainties that project evaluators recommend broader discussions to identify options for a more sustainable future. Very preliminary conversations have occurred with the National Potato Council leadership and staff, a NRSP review team member, a state breeder, state potato commission and a regional agricultural research association. Other key leaders, users and stakeholders must be consulted and fully engaged in order to design alternative funding models.

## **Challenges**

- Potato is a prohibited import crop, so current genetic resources in the US genebank are the only ones readily available to users. Continued restrictions on international germplasm collection and distribution limit new discoveries, thereby increasing the importance and use of the current stocks.
- Historical purchasing power erosion and direct cuts in program support across all of the primary funding sources (USDA Ag Research Service, State Ag Experiment Stations, University of Wisconsin-Madison, Industry, grants) and numerous in-kind contributions negatively impact the overall operation of NRSP6. Budget pressures have negatively impacted: personnel, operations, maintenance, facility and equipment. The end result is a tenuous future.
- A key essence of the NRSP system is to leverage expertise and resources across priority projects such that the SAES System and other users (as appropriate) benefit and share the costs. This is a strength as well as a weakness.

## **Next Steps**

- Fortuitously, several key meetings are occurring which will allow for a more inclusive discussion and evaluation of future prospects for action (National Potato Council board and managers summer meeting, NRSP6 and regional ag research association(s)).
- Assuming that these discussions are favorable, key individuals should be identified to serve on a committee to delve deeper into the challenge and identify potential solutions that will lead to a consistent and sustainable funding model that will ensure a quality, financially stable and comprehensive US Potato Genebank well into the future.

## **A Synopsis of the National Agricultural Program for Minor Use Animal Drugs. (NRSP-7)**

### **Background**

The minor use animal drug program has been in existence since 1983 with the following mission/objectives:

1. *Identify* animal drug needs, including naturally occurring biotherapeutics and feed additives, for minor species and minor uses in major species,
2. *Generate* and *disseminate* data for safe and effective therapeutic and biotherapeutic applications, and
3. *Facilitate* FDA/CVM approvals for drugs and biotherapeutics identified as a priority for a minor species or minor use.

NRSP-7 functions to coordinate efforts among animal producers, pharmaceutical manufacturers, FDA/CVM, USDA/ Research, Education, and Extension, universities, State Agricultural Experiment Stations and veterinary medical colleges throughout the country.

The project has received off the top funding since USDA NIFA funds have not been available for the past 6 years. After efforts to join forces with NRSP4 failed in 2014, the NRSP Review Committee (RC) provided a one year approval with a requirement of leveraging off the top funding and also emphasized the importance of engaging stakeholders in support of the project.

A majority of NRSP-RC members felt that the committee did not demonstrate “new” leveraged funds, as required, and, rather, only did a better job of reporting funds that already existed (based on explanations provided in the proposal). In addition, the RC expressed concern that, even with NRSP funding, there would not be sufficient funds to make the program effective or impactful. Finally, there was concern about a lack of stakeholder involvement.

Thus, by a **7-1 vote, the committee approved a recommendation to reject the proposal and budget.** Assuming the recommendation is upheld at the Experiment Station Section Meeting in September, NRSP7 will receive 1-year of funding at the current level to phase out activities.

### **Challenges**

- New Minor Use Animal Drugs have been approved at a rate of 1.6/yr. during the 32 years of the program and 52 applications have been made.
- The cost of the program to provide information to support a single label claim has risen to approximately \$3.1 million. At the current funding level approval of a single drug would require 4-5 years.
- There are currently six active projects.
- There is little or no *organized* stakeholder involvement (i.e., an advisory committee) in identifying priorities.
- The program has struggled to remain in existence.
- The program has been unable to garner broad stakeholder support.

**Additional Comments:**

The NRSP-RC feels that this is an important effort but it needs to have more structure and guidance. This would commence with a retreat of the administrative advisors and other principals at a central location. This meeting would address organizational shortcomings and develop further approaches to codify the program.

A second meeting would bring together stakeholders including the drug industry, producers, USDA, with the aim of directly identifying problems, address funding needs and creating an Advisory Committee.

Several NRSP-RC members are interested in working with the committee to build support for the program to a level that would truly make it effective and impactful.

## NRSP\_TEMP007 Addendum and Response

**From:** Margaret Smith [mailto:mes25@cornell.edu]

**Sent:** Wednesday, August 26, 2015 6:31 AM

**To:** brethess@uwyo.edu; sjhymonp@ncat.edu; cwatson1@uark.edu; tbewick@nifa.usda.gov; buhler@anr.msu.edu; lwlyons@ncat.edu; tphipp@wvu.edu; eric\_young@ncsu.edu; Harrington, H. Michael <Michael.Harrington@colostate.edu>; donel@frontiernet.net

**Cc:** John George Babish <jgb7@cornell.edu>; Frances D. Galey <FGaley@uwyo.edu>; Elzer, Philip H. (PElzer@agcenter.lsu.edu) <pelzer@agcenter.lsu.edu>; George Smith <smithge7@msu.edu>; Sherman, Gary <gsherman@nifa.usda.gov>

**Subject:** NRSP-007 reconsideration request

**Importance:** High

**To:** NRSP Review Committee

**From:** Margaret Smith, Lead Administrative Advisor for NRSP-007

**Re:** Reconsideration of NRSP-007 renewal request

Kindly find attached information requesting reconsideration of the NRSP Review Committee's recommendation to terminate NRSP-007. This information comes from the NRSP-007 chair and regional managers. They make a strong case for the need for continuation of NRSP-007, which I sincerely hope your group will carefully consider. Please note that the essentials are summarized in the prologue and expanded on in only five following pages, the document addresses key concerns regarding the project expressed by your group, and especially note the strong letter of support from the U.S. Food and Drug Administration's Center for Veterinary Medicine at the end of the document.

Thank you in advance for your thoughtful consideration of this document.

Margaret E. Smith

Professor, Plant Breeding & Genetics

School of Integrative Plant Science, Cornell University

G42 Emerson Hall, Ithaca NY 14853

Tel. 607-255-1654, FAX 607-255-6683

Associate Director, Cornell Univ. Agricultural Experiment Station

342 Roberts Hall, Ithaca NY 14853

Tel. 607-255-2552, FAX 607-255-9499

Email [mes25@cornell.edu](mailto:mes25@cornell.edu)

\*\*\*\*\*

**Sent:** Fri 8/28/2015 11:27 AM

**To:** Margaret Smith <mes25@cornell.edu>; brethess@uwyo.edu; sjhymonp@ncat.edu; cwatson1@uark.edu; tbewick@nifa.usda.gov; buhler@anr.msu.edu; lwlyons@ncat.edu; tphipp@wvu.edu; eric\_young@ncsu.edu; donel@frontiernet.net; [escop-nrsp@lists.ncsu.edu](mailto:escop-nrsp@lists.ncsu.edu)

**Cc:** John George Babish <jgb7@cornell.edu>; Frances D. Galey <FGaley@uwyo.edu>; Elzer, Philip H. (PElzer@agcenter.lsu.edu) <pelzer@agcenter.lsu.edu>; George Smith <smithge7@msu.edu>; Sherman, Gary <gsherman@nifa.usda.gov>

Colleagues:

We read with interest the addendum provided by the members of NRSP-7.

We want to be clear as to the current status of the project. The NRSP Review Committee (NRSP-RC) provided for a one year project in 2014 with specific guidance that the project seek additional resources (not in kind). In addition, there was an identified need to develop strong connections with industry stakeholders. Unfortunately the proposal fell well short of the committee's expectations so a recommendation, as seconded motion, will be made to the Experiment Station Section (ESS) not to fund this project. The ESS will vote during its annual meeting in late September. A majority of the members must vote against the NRSP-RC recommendation resulting in the Committee developing an alternative motion. Should the vote uphold the committee's recommendation, NRSP-7 will have a final year of funding at the current level of \$325,000 to close out the project.

The NRSP-RC recognizes the importance of NRSP-7 and is most concerned about its long term viability. Regardless of the ESS vote, NRSP-RC members are willing to assist the project team with essential steps toward a sustainable future. The NRSP-RC suggested set of taking points (see attached) providing action steps and guidance to the project were developed and shared early in the summer.

Please feel free to contact either or both of us if you would like to discuss this further.

Bret W. Hess  
Associate Dean for Research & Director  
Wyoming Agricultural Experiment Station  
University of Wyoming  
1000 E. University Ave., Dept. 3354  
Laramie, WY 82071-2000  
(307) 766-3667  
[www.uwyo.edu/uwexpstn](http://www.uwyo.edu/uwexpstn)

\*\*\*

H. Michael Harrington  
Executive Director  
WAAESD  
970-491-6280 Office  
970-491-7457 Direct  
970-420-1309 Cell  
[www.waaesd.org](http://www.waaesd.org)



## **2016 Planning Grants Program**

### **Northeastern Regional Association of State Agricultural Experiment Station Directors**

The Northeastern Regional Association of State Agricultural Experiment Station Directors (NERA) announces the 8th round of its competitive planning grants program. These grants will be awarded to organize agricultural experiment station scientists and research and outreach partners in the region into teams to address high priority research needs and facilitate the transfer of new research-based knowledge to appropriate audiences. To be considered, proposed programs must be 1) in experiment station mission areas, 2) cross disciplinary, 3) multistate, and 4) address important needs of the northeast region. Proposed programs must have a well-defined research core that is the primary element in the proposed initiative. Programs that also contain well-developed outreach or educational components or other appropriate forms of research implementation will be most competitive. Ideally, teams will focus on new and promising research collaborations or integrated research and outreach/educational activities that bring together specialists in diverse fields to apply complementary approaches to work on an important well-defined problem. The team should include scientists from a minimum of three experiment stations in the northeast. Proposals in support of programs that are forward looking or anticipatory are especially encouraged.

NERA invites applications to support teams in the major mission areas of agricultural experiment stations in the region. Potential applicants may find two recent science roadmaps helpful: 1) A Science Roadmap for Food and Agriculture, APLU, 2010 and 2) Science, Education, and Outreach Roadmap for Natural Resources, APLU, 2014. Applicants also should consider current priorities of potential funding agencies in station mission areas (e.g., USDA-AFRI, NSF, NIH, and others) when developing proposals. Please note that all science roadmap or funding agency priorities may not be within station mission areas. For questions on whether topics are appropriate, prospective applicants can contact station directors or the NERA Executive Director.

Proposals will be due on **November 20, 2015**. Proposals are not to exceed **three** single spaced pages (Times Roman 12 point and one inch margins) not including the cover page and appendices.

A planning grant committee comprised of several NERA directors will review proposals and make recommendations to the full NERA membership for funding approval. Final decisions will be made by date, year. Applicants may apply for a maximum of \$10,000 of support. Funding awards will be available for a maximum of one year from the date of award notification. The funds will be administered by the Office of the NERA Executive Director and will only be used to reimburse actual expenses. Unused funds will be retained by NERA. Funds may only be used to support transportation and meeting expenses to bring teams together for planning and organizational purposes. Funds cannot be used to pay indirect costs and in general will not be awarded for salaries or wages. Planning grant funds cannot be used to support initial research or outreach activities of the proposed program.

Proposals for planning grants should include:

- Cover page (example included)
- Mission and goals of the proposed program
- Justification for the program relative to stakeholder needs and potential for sustained external funding

- Activities to be engaged in by team members towards a more complete definition of the program
- Explanation of roles of team members
- Timetable for completion of the planning activities and preparation of a competitive proposal
- Budget for planning activities (travel, meeting expenses, etc.) not to exceed \$10,000
- Leveraging resources
- CV of Team Leader – as an appendix (two page maximum) demonstrating track record of successful external funding and leading cross-disciplinary and/or multi-institutional collaborations

The specific criteria that will be used to evaluate proposals are:

(\* = required element. Other elements are preferred only.)

- Addresses an important need in the region\*
- Justification demonstrates stakeholder support for the project
- Program has a clearly defined research core, which the planning activities will expand and refine\*
- Substantial participation by researchers from three experiment station (minimum = 3)\*
- Consistent with goals of competitive funding programs\*
- Potential for sustained funding\*
- Clearly defined planning activities\*
- Well-developed outreach or educational components or other research implementation
- Realistic timetable\*
- Team members appropriate to proposed activities\*
- Team leaders with demonstrated track record of successful external funding and leading cross-disciplinary and/or multi-institutional collaborations\*
- Potential support (funding or other) from other entities
- Well written and organized proposal that addresses all the required criteria satisfactorily\*

An outcome of a planning grant will be a proposal submitted to a major funding agency specified in the proposal. Grant recipients will provide a written report at the end of the grant period and subsequent periodic reports on the status of resulting proposals.

In order to provide guidance and feedback from the previous rounds of grant proposals, the following are some of the reviewer comments on those proposals:

- Goals not well defined
- Not clear what specific major compelling issues will be addressed
- Priority not well established
- Needs not clearly justified by stakeholder support; did not identify specific clientele being served
- Not a strong team of AES scientists or a strong research program
- No specifics on what activities are being planned – what are the key approaches to be used
- Strategy of individual proposal development and then consolidation not clear
- Proposed collaboration not well described
- Deliverables not clear
- Potential for sustainable funding not clear

Please submit planning grant proposals by c.o.b. on **November 20, 2015** to Rubie Mize at [rgmize@aesop.rutgers.edu](mailto:rgmize@aesop.rutgers.edu).

Proposal # \_\_\_\_\_

## 2016 NERA Planning Grants Program

Project Title: \_\_\_\_\_

### Team Members:

Name	Discipline	Appointment (AES, CE, Both)	Institution/Agency/Other

(Attach an additional sheet if more space is needed.)

### Team Leader Contact Information:

Name:	
Address:	
Phone:	
Fax:	
E-mail:	

**NERA Meeting**  
**September 28, 2015**  
**Ballantyne Hotel & Lodge, Charlotte, NC**

**Experiment Station Committee on Organization and Policy Report**  
**July 2015 – September 2015**

ESCOP Officers:

- Chair – Robert Shulstad
- Chair-Elect – Shirley Hyman-Parker
- Past Chair – Steve Slack
- Executive Vice Chair – Eric Young
- ESS Rep to BAA Policy Board – Steve Slack
- Budget and Legislative Committee Chair – Gary Thompson
- Communications & Marketing Committee Incoming Chair – Richard Rhodes
- Science & Technology Committee Chair – Marikis Alvarez
- NRSP Review Committee Chair – Bret Hess

NERA Representatives to:

- ESCOP:
  - Fred Servello
  - Tim Phipps
  - Cameron Faustman
- ESCOP Budget & Legislative Committee
  - Tim Phipps
  - Jon Wraith
- ESCOP Science & Technology Committee
  - Cameron Faustman
  - Adel Shirmohammadi
- NRSP Review Committee
  - Fred Servello

Meetings

- ESS Annual Meeting and Workshop, Ballantyne Hotel & Lodge, Charlotte, NC, September 28 – October 1, 2015
- ESCOP Executive Committee Meeting in conjunction with 2015 APLU Annual Meeting, Indianapolis, IN, November 15-17, 2015
- ESCOP Meeting in conjunction with the 2016 AHS/CARET Meeting, Westin Alexandria, VA, March 7-9, 2016
- ESCOP Meeting in conjunction with 2016 Joint COPs meeting, TBD
- 2016 Joint CES and ESS Meeting and Workshop, Lake Lodge, Wyoming, September 19-22, 2016

### Budget and Legislative Committee

- The ESCOP Budget and Legislative Committee meets monthly by conference call.
- The Committee is working through the BAA Budget and Advocacy Committee in advocating for the FY2016 NIFA budget and has initiated the budget priority identification process for FY2017.
- The BAC charged ESCOP and ECOP to develop a process to advance new budget initiatives. A draft has been developed and is going through a review and approval process. The draft describes the processes for issue identification, white paper development and approval, and the development and implementation of effective communications strategies.
- The chairs of the ECOP and ESCOP Budget and legislative Committees are coordinating efforts of their respective committees.
- The Water Security Initiative is proceeding. Efforts are underway to coordinate the advancement of the initiative with NIFA leadership.

### Communications and Marketing Committee

- The Communications and Marketing Committee (CMC) meets quarterly by conference call with the next scheduled meeting on October 22, 2015. It oversees and guides the Communications and Marketing Project (CMP), a coordinated and targeted educational effort to increase awareness of the value of Land Grant University agricultural and related programs, state agricultural experiment stations and Cooperative Extension.
- Two consulting firms, kglobal and Cornerstone Government Affairs, are contracted to lead this effort. The annual CMP \$400,000 budget is equally shared by the Administrative Heads, Cooperative Extension and Experiment Station sections.
- The CMC continues to work closely with kglobal and Cornerstone providing feedback and input to their plans and activities. It also closely monitors the detailed quarterly report generated by kglobal.
- The CMC has a standing Plan of Work Committee which prepares an annual report that articulates clear and focused goals and strategies. The draft 2016 plan of work is currently being drafted.

### Science and Technology Committee

- The ESCOP Science and Technology Committee meets monthly by conference call. It has a face-to-face meeting scheduled for October 1, 2015.
- The Committee oversees the ESS Multistate Research Award program. The 2015 national award will be presented to NC140, *Improving Economic and Environmental Sustainability in Tree-Fruit Production through Changes in Rootstock Use*. The Committee has developed revisions to the 2016 award announcement and evaluation process.
- The Committee reviews and evaluates various Federal agency, foundation, and related entities reports relating to science policy. It is currently focusing on the USDA's open access policy for data and publications.
- It is also working on a formal set of committee guidelines.

## National Research Support Review Committee

- The ESCOP NRSP Review Committee met on May 28, 2015 in Denver, CO and prepared recommendations for NRSP-4, “Enabling Pesticide Registrations or Specialty Crops and Minor Uses”; NRSP-6, “US Potato Genebank”; NRSP-7, “A National Agricultural Program for Minor Use Animal Drugs”; and NRSP9, “National Animal Nutrition Project.”
- The Directors will vote on these recommendations at the ESS meeting.

## Other Activities

- BAA Futuring Initiative
  - The BAA Futuring Task Force has been relatively inactive as it awaits the status of a newly formed APLU Commission. The Commission, chaired by Randy Woodson and composed of representatives from the Presidents Council, the BAA, and external partners, will now lead this initiative.
  - The Commission will also seek funding from various foundations including Kellogg.
  - The Task Force is waiting to receive a better sense of the direction from the Commission so it can then determine what the group's future role will be in the initiative.
- Capital Infrastructure Survey
  - The Sightlines firm has prepared a draft report on the capital infrastructure and deferred maintenance needs of US colleges of agriculture. The report is based on survey results from 91 institutions.
  - The study included 15,596 buildings comprising more than 87 million gross square feet (GSF). The firm calculates that these buildings have a current replacement of \$29 billion.
  - The total deferred maintenance figure was estimated to be \$8.4 billion.
  - A number of recommendations concerning strategies for addressing this problem are presented in the report.
  - A presentation will be made at the ESS meeting and a final report presented during the APLU annual meeting
- Diversity in Research Leadership
  - The Diversity in Research Leadership Task Force has been appointed by the ESCOP chair.
  - The task force is charged to explore the topic of diversity in research leadership across the Land-grant university system, to provide ideas and actions for consideration, and to supplement institutional, regional and national diversity and inclusion efforts. The focus will be primarily on enhancing diversity among the Experiment Station Directors, Research Directors, and their associates and assistants.

**NERA Meeting**  
**September 28, 2015**  
**Ballantyne Hotel & Lodge, Charlotte, NC**

**Report of the Office of the Executive Director**  
**July 4 – September 25, 2015**

NERA and Regional Activities

- NERA Planning Grants Program
  - Supported the 2015 award recipients
  - Prepared 2016 Announcement
- NE USDA Climate Hub
  - Participated in bi-monthly conference calls with NE Climate Hub state representatives
  - Participated in monthly calls with NE Climate Hub leadership
- Great Lakes Specialty Crop Climate Consortium
  - Participated in a meeting to discuss opportunities for enhanced research and outreach collaborations in the Great Lakes region on climate change adaptation with specialty crops. Five institutions are considering the creation of a consortium – Cornell, Michigan State, Penn State, Ohio State and Wisconsin.
  - Coordinated with Jeff Jacobsen on the follow-up to the meeting
- 2016 Northeast Summer Session
  - Coordinated with NEED to identify potential dates
  - Coordinated with the host institution to initiate planning
- NERA Chair Support
  - Assisted in the development of the September 2015 NERA meeting agenda and compiled agenda materials
    - Prepared NERA ESCOP Report
    - Prepared NERA OED report
  - Assisted in the development of the September 2015 NERA Executive Committee meeting agenda
- Other NERA activities
  - Completed population of and launched the new NERA website
  - Assisted NERA Task Force to prepare a position description, search plan and position announcement for the Executive Director
  - Prepared a revised NERA Rules of Operation
  - Prepared and distributed letters of welcome to APLU for Eastern Canadian Deans and Research Directors and invited them to participate in NERA and NEED listservs
  - Provided an orientation to new Deputy Dean and general advice to leadership team on Hatch funding management at the University of Delaware
  - Prepared and summarized results of a regional survey relating to Commodity Group IDC Recovery

- IR-4 (NRSP-4)
  - Served as NE Regional Director
  - Served as co-PI on Northeast Region IR-4 2015-17 NIFA grant proposal and finalized receipt of 2015-16 award
  - Continued to work with Cornell in the transition of the Northeast Regional Center to Rutgers
  - Worked with the University of Maryland on the development of new NE field coordinator office
  - Initiated discussion with Rutgers to host additional field research which will be transferred from Cornell
- NE-1049
  - Served as Administrative Advisor
- Multistate Activities Committee (MAC) Support
  - Assisted in the development of the July 2015 MAC meeting agenda and compiled agenda materials
  - Facilitated the submission of revised 2015 NERA Planning Grant submissions.
  - Worked with advisors and technical committee members to initiate the following project:
    1. Request to Write a proposal entitled, Northeast Pasture Consortium, 10/2016-9/2021 [Renewal of NEERA1003]
  - Coordinated response from technical committees to MAC's concerns, and submitted following proposals to NIFA for approval:
    1. NE 1544 Dairy Production systems: C,N, and P management for production, profitability and the environment
    2. NE 1545 Onsite Wastewater Treatment Systems: Assessing the Impact of Climate Variability and Climate Change
    3. NEERA 1501 University-Community Intermediaries: Supporting Informed Decision-Making Around Polarized Issues

### National Activities

- ESS/CES Communications and Marketing Committee Co-Chair Support
  - Served as the ESS Executive Director point person
  - Assisted in scheduling, planning and developing agenda for Executive Committee and Full Committee conference calls
  - Plan of Work Committee
    - Supported the Chair of the Plan of Work Committee (Rick Rhodes)
    - Scheduled monthly calls of the Committee
    - Worked with Cahir is preparing a draft POW
  - Prepared monthly reports for ESCOP CAC calls
  - Prepared an agenda brief for the 2015 ESS meeting
- ESCOP Chair's Advisory Committee (CAC)
  - Participated in monthly CAC conference calls
- ESS/SAES/ARD Annual Meeting and Workshops
  - Assisted in the development of the program agenda for the 2015 meeting



- NRSP-1 Management Committee
  - Participated in quarterly conference calls of the NRSP-1 Management Committee
- NIMSS
  - Continued to support and maintain original NIMSS
  - Provide support when appropriate to Clemson in the redesign of NIMSS
  - Served as regional NIMSS Coordinator
  - Provided national level support for the operations of NIMSS
  - Supported NIFA Management Dashboard access to NIMSS data
- BAA Futuring Task Force
  - Supported chair (Mike Hoffmann) of the Task Force Committee
  - Coordinated with Chair and Ian Maw in the development of the APLU Presidents Council/BAA Futuring Initiative
- Capital Infrastructure Task Force
  - Supported chair (Mike Hoffmann) of the Task Force
  - Served on Sightlines survey steering committee
  - Reviewed draft Sightlines report
- LEAD 21 Program
  - Served as Chair of Board of Directors
  - Worked with University of Georgia in the transition of the LEAD21 unit from an academic department to Cooperative Extension
  - Worked with University of Georgia on a new LEAD21 contract
  - Prepared an update for the 2015 ESS meeting
- Leadership Diversity
  - Served on ESCOP Diversity in AES Leadership Ad Hoc Committee
- NIFA Programs
  - Monitored (including participating in NIFA teleconferences and webinars) provided feedback on:
    - NIFA budget developments
    - NIFA competitive grants programs
    - NIFA reporting requirements
    - NIFA Hatch MRF utilization

### Travel

- July 6-8, 2015 – 2015 NE Joint Summer Session and NERA Meeting, Portsmouth, NH
- July 14-16, 2015 – IR-4 Project Management Committee Meeting, Naples, FL
- July 20-22, 2015 – 2015 Joint COPs and ESCOP Meetings, Providence, RI
- August 21, 2015 – Orientation Meeting with new Deputy Dean, Newark, DE

# **RULES OF OPERATION FOR THE NORTHEASTERN REGIONAL ASSOCIATION OF STATE AGRICULTURAL EXPERIMENT STATION DIRECTORS (NERA)**

Adopted September 27, 2001

Revised March 6, 2003

Revised September 27, 2004

Revised September 26, 2005

Revised September 28, 2015

## **ARTICLE I - NAME**

The name of this organization shall be the Northeastern Regional Association of State Agricultural Experiment Station Directors, hereinafter called the Northeastern Regional Association, or the Association and, when abbreviated in official documents, it shall be known as NERA.

## **ARTICLE II - PURPOSE**

NERA is an autonomous federation of State Agricultural Experiment Stations (SAES) represented in its membership by the individual SAES directors. The Northeastern Regional Association is one of five such U.S. Regional Associations.

The Association shall represent the regional interests of the administrators of the State Agricultural Experiment Stations (SAES) in the Northeastern region. These interests include but are not limited to: meeting the priority research needs of the region's agriculture in a broadly defined context to include research issues related to the environment, natural resources, foods and nutrition, and economics; administer federally-assigned responsibilities for Multistate Research activities; and pursue the research purposes of their respective institutions through collaborative efforts within the region and beyond. Additionally, the Association facilitates national research cooperation and coordination through the Experiment Station Section (ESS) of the Board on Agriculture Assembly of the Association of Public and Land-Grant Universities (APLU), principally through the ESS's Experiment Station Committee on Organization and Policy (ESCOP).

The Northeastern Regional Association also:

- Arranges for and independently conducts its own affairs, elects members to ESCOP, makes recommendations to ESCOP and to the Experiment Station Section, reacts to proposals from ESCOP and the Experiment Station Section, and participates in the implementation of the Section's priorities
- Participates with other Regional Associations in programming and conducting cooperative Multistate Research Projects supported by the Multistate Research Fund (MRF), which is authorized by Section 3(c) 3 of the Hatch Act, Public Law 84-352
- Facilitates cooperation among the various SAES, with Cooperative Extension, federal agencies, industry and others in the planning, programming, financing, management, monitoring and implementation of all types of agricultural research
- Employs and pays salaries and benefits of the Northeastern Regional Association's Executive Director, and other staff of the Office of the Executive Director; and,

- Collects and disburses membership dues, and enters into agreements with cooperators, institutions, or agencies to implement programs agreed upon by the members of the Northeastern Regional Association.

### **ARTICLE III - MEMBERSHIP**

The regular members shall consist of the director, associate director(s) and assistant director(s) of each of the fifteen (15) SAES's eligible for funding under the Hatch Act, as amended in 1955 (69 Stat. 671) as:

- Connecticut-New Haven,
- Connecticut-Storrs,
- District of Columbia,
- Delaware,
- Maine,
- Maryland,
- Massachusetts,
- New Hampshire,
- New Jersey,
- New York-Cornell,
- New York-Geneva,
- Pennsylvania,
- Rhode Island,
- Vermont, and
- West Virginia.

Each member SAES that is current in payment of assessments (no more than two years in arrears) is entitled to one vote, which may be cast by the director, or by a designated representative.

Non-voting, ex-officio members of the Northeastern Regional Association shall be:

- NERA Executive Director;
- Administrator, USDA National Institute for Food and Agriculture, or his/her designee;
- Director, USDA Agricultural Research Service Northeast Area
- Vice President for Food, Agriculture and Natural Resources, APLU;
- Director of agricultural research at the University of Maryland, Eastern Shore;
- Director of agricultural research at Delaware State University.
- Director of agricultural research at West Virginia State University.

### **ARTICLE IV - ORGANIZATION AND FUNCTION**

The individual member SAES Directors of the Northeastern Region comprise the legislative body of the Association. Three meetings of the Association shall be held each year: Winter/Spring; Summer; and Fall.

Special meetings may be scheduled with approval of the NERA Executive Committee, provided that the meeting's time, place and agenda are shared with the voting membership with one month prior notice.

The location of meetings shall be agreed upon by the membership, but the decision may be delegated to others, such as in the case of a joint meeting with other regional associations or Sections of APLU

## **ARTICLE V - OFFICERS**

A. Officers and Terms of Office. The Officers of the Association shall be: a Chair; a Vice-chair; the immediate past-Chair, and an Officer-at-large, each serving one year terms. All terms of NERA officers shall expire at the close of the Association's fall meeting.

B. Election of Officers. Each year the Officers of NERA (i.e., the NERA Executive Committee) and all other elected designees shall be elected at the summer meeting (or at the discretion of the NERA Chair, immediately following the summer meeting by electronic ballot). Nominations shall be by a nominating committee. Nominations of other willing candidates may be made from the floor, or in the case of electronic balloting, may be made by write-in ballots. A simple majority vote is required for candidate selection. The Chair, Vice-chair, Past-chair, and the Officer-at-large shall assume their duties following the conclusion of business conducted at the fall meeting.

In the event that the Chair, Vice-chair, Past-chair, or the Officer-at-large resign or is otherwise unable to serve, the remaining members of the Executive Committee shall arrange a special election to complete the officer's term.

Any currently serving officer of NERA may stand for reelection, without restriction as to eligibility.

C. Official Duties. The Chair, as the Chief Executive Officer of the Association, shall preside at business meetings of the Northeastern Regional Association, at all meetings of its Executive Committee, and on all other occasions where the head of the Association is to be recognized. The Chair assigns duties and directs the activities of all standing committees, appoints ad hoc committees, and provides guidance and direction to the Association. The Chair is also responsible for final approval of all meeting agenda.

The Chair, Past-chair, and the Vice-chair automatically become members of ESCOP, upon assuming their official positions. The Past-chair shall serve as the senior member of the region's delegation to ESCOP, representing the Association on the ESCOP Executive Committee.

The Vice-chair shall serve as Acting Chair in the absence of the Chair. The Vice-chair is also responsible for representing the Association to the Program Planning Committee for the annual Summer Joint Session meeting. The Vice-chair shall undertake such other duties as the Association's Chair shall direct, and shall become interim Chair until a special election can be held, should the Chair resign or otherwise be unable to serve. The Vice-chair shall recommend to the Chair slates for committee memberships for the coming year.

All officers are responsible for maintaining, and then transferring to their successors, complete sets of official documents and records of an administrative or directive nature. A permanent copy of all such documents also shall be made available to the Office of the Executive Director as well. This may be done electronically.

## ARTICLE VI - COMMITTEES

Committees may be established and administrative advisors and other designees appointed at the will of the Northeastern Regional Association. Administrative Advisors to Multistate Research Projects and Multistate Coordinating Committees shall be named from among the membership of the Northeastern Regional Association. Committee members may include anyone (NERA members or not) willing to serve. A list of current committee members and designated liaisons is to be prepared by the Office of the Executive Director and circulated to the membership as part of the agenda of the summer meeting of the Northeastern Regional Association. The members will subsequently consider the make-up of the committees and the appointment of liaisons at the summer meeting, and agree to a slate of appointees (i.e., new and reappointed individuals) to begin their terms at the end of the fall meeting each year.

The Standing Committees of NERA are:

**Executive Committee (EC).** The officers of NERA shall serve as the Executive Committee of the Association. The NERA Executive Director is an ex-officio, non-voting member of the Executive Committee. The Executive Committee, through the Chair, executes the programs of the Northeastern Regional Association and gives managerial direction to the Association's Executive Director and other NERA staff. The Executive Committee also is empowered to handle the immediate affairs of the Northeastern Regional Association between business meetings.

A review of the annual performance of the Executive Director shall be conducted by the Executive Committee, following the evaluation of documentation provided by the Executive Director, and based on input from the Association's members. The annual evaluation of the Executive Director shall be conducted in mid-Spring each year, in time to affect the annual salary adjustments of the host institution, which begin 1 July.

**Multistate Activities Committee (MAC).** The MAC is responsible for recommending to the membership the proper disposition of Multistate Activity Project proposals and Multistate Coordinating Committees in accordance with national and regional priorities. This is done through the commissioning of external reviews, the evaluation of projects and committees, the monitoring of research progress and, as appropriate, establishing multistate priorities via broad-based issues identification and strategic planning. The Multistate Activities Committee shall consist of six members: four of whom will be NERA members and two of whom shall be Northeast Extension Directors Association (NEED) members; all members will be appointed by the NERA Chair for a three-year term. The NERA Executive Director is an ex-officio, non-voting member of the MAC.

**Nominations Committee (NC).** The NERA Nominations Committee is responsible for recommending a slate of candidates for elections to vacant positions in the Association. The Nominations Committee is comprised of the Chair and the immediate Past-chair of the Association.

**Resolutions Committee (RC).** The responsibility of the Resolutions Committee is to prepare draft resolutions for consideration by the voting membership. In most circumstances the work of the Committee is done at the NERA meetings by the Committee. The Resolutions Committee is made up of one permanent voting member of the Association and a second voting member appointed by the Chair, to serve on an ad hoc basis.

## **ARTICLE VII - LIAISONS**

The Association provides and facilitates interaction with other groups involved in research that is similar or complementary to the research done within the SAES.

NERA representatives are appointed to serve indefinitely as liaisons to the following groups:

- NE Academic Programs Section;
- NE Extension Directors;
- NE Aquaculture Center (2);
- NE Center for Rural Development Board of Directors (2);
- NE Integrated Pest Management Center;
- NE Sustainable Agriculture Research and Extension Committee;
- ESCOP (and its Committees and subcommittees, as requested);

At the discretion of the Association's Chair, liaisons may be appointed to NERA's committees, and liaisons are invited to attend NERA meetings as observers.

## **ARTICLE VIII - REPRESENTATION TO ESCOP**

ESCOP is the Executive Committee of the Experiment Station Section of the Board on Agriculture Assembly of APLU. ESCOP is empowered to formulate policy and to act on behalf of the Section, subject to the will of the Section as expressed at business meetings of the Section, or through referenda conducted during the interim between business meetings. ESCOP handles continuing business and attends to organization and policy matters, oftentimes through relationships within APLU, with agencies of the federal government, and with farm organizations, commodity and agri-business groups that are referred to it by the Section or by the regional associations.

NERA's representation to ESCOP shall be the immediate Past-chair as the senior delegate, the current Chair, and the Chair-elect. The immediate Past-chair shall serve on the ESCOP Executive Subcommittee.

## **ARTICLE IX - QUORUM**

For purposes of doing business, a quorum shall consist of a simple majority of the duly constituted voting membership (i.e., 8) at any officially called meeting for which written notice is sent out at least one month in advance of the meeting. A simple majority resolves all issues except amendments to the rules of operation and on questions on financial assessments, which shall require a two-thirds majority of those Stations voting.

## **ARTICLE X - PARLIAMENTARY AUTHORITY**

The emphasis in all NERA meetings shall be on orderly process to achieve an objective decision by those present and voting. Should there be a parliamentary challenge it shall be answered by referring to the most current edition of Robert's Rules of Order.

## **ARTICLE XI - ASSESSMENTS**

Assessments (or dues) are invoiced through the Office of the Executive Director, and shall be a singular, annual request. Budget development, decision making and invoicing shall be an orderly process conducted in accordance with the following schedule:

- Budget requests shall be presented by the Executive Committee and discussed by the NERA membership, preferably at the Spring NERA meeting, or if necessary, at the Summer NERA meeting.
- Approval of the NERA budget shall be by either a voice vote, written ballots, or by electronic balloting, at the discretion of the Chair.
- A two thirds (2/3) majority of those voting is required for adoption of a budget. All member institutions will be assessed, if the question passes. Assessments will be calculated by an agreed formula that reflects federal formula commitments to the Association's member institutions.
- The Office of the Executive Director will invoice the amounts due immediately following agreement on the annual dues. Association dues are payable immediately upon receipt of the invoice for the agreed budget year, which begins 1 July of each year.

## **ARTICLE XII- RESPONSIBILITIES OF THE NERA OFFICE OF THE EXECUTIVE DIRECTOR**

The Office of the Executive Director is responsible for supporting the activities of the Association through carefully planned services and projects. These activities include:

- Serving as the Secretary/Treasurer for the Association;
- Organizing and supporting the Association's meetings, under the direction of the Chair;
- Assisting the NERA members and the Executive Committee in completing identified tasks;
- Proposing options for advancing the mission of the Association;
- Representing the region's interests to external organizations and associations;
- Providing logistical support to the ESCOP Chair, when that person is from the NE region;
- Performing other duties that advance the purposes of NERA; and,
- Other duties, as assigned by the Executive Committee.

## **ARTICLE XIII - AMENDMENTS TO THESE RULES OF OPERATION**

These rules of operation may be amended at any business meeting of the Association provided the proposed amendment has been mailed (e-mailing is permitted) to all members at least one month in advance of an official meeting, and the question is passed by a two-thirds majority of the voting members present at that meeting.

The Chair may authorize changes in titles of organizations, institutions or committees identified in these Rules of Operation to make the rules conform to changes made external to the Association, as they occur, and shall report all such changes in writing at the next meeting of the Association.