Agricultural Biology Department Meeting Agenda  
December 4, 2020; 12:00pm – 1:00pm  
Microsoft Teams Meeting – Join [Here](#)  

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**Agenda Item 1:** Introduction of Paula Mills, Chief of Staff and Operations, College of Agricultural Sciences

**Agenda Item 2:** Minutes of the October 9, 2020 meeting were approved (motion by Matt Camper, seconded by John McKay)

**Agenda Item 3: Announcements and Updates** (10 min)
   a. Adopt a Family: logistics for this year
   b. Library is looking for COVID-19 narratives as an archival record of experiences
   c. Awards ceremony and student recognition
   d. College and University strategic plans
   e. DEI committee will hold another discussion on December 11

**Agenda Item 4: Faculty Affiliate** – John McKay (5 min)
   a. Jeff Ross-Ibarra (proposed PhD committee member for Kirsten Hein)  
      *CV and Nomination Letter*
      i. Moved to approve by Andrew Norton, seconded by Franck Dayan; faculty approved

**Agenda Item 5: Discuss and vote on Dr. Tamla Blunt’s promotion to CCAF (NTTF) at rank of Instructor** – Cini Brown (10 min)
   a. Moved by Franck Dayan and seconded by Matt Camper to approve
   b. Discussion: No concerns and significant support were expressed. Approved via voting in chat: 20 yes, 0 no
Agenda Item 6: **Discuss horticultural entomologist recommendation** – Frank Peairs (20 min)
   a. Anders Huseth and Ada Szczepaniec are the two final candidates
   b. Discussion centered around which person would best advance the department’s program
   c. Moved by Franck Dayan and seconded by Cini Brown to make offer to Dr. Szczepaniec. Christina will send out ballots via email.

Agenda Item 7: **Staff leave and annual reviews** – Amy Charkowski (15 min)
   a. Encourage employees to take leave they have earned on a grant.
   b. Annual reviews will be discussed in January meeting.

Agenda Item 8: **Items from the floor**
   a. Cris Argueso: update on the Plant Growth Facilities greenhouse
   b. Matt Camper: CSU Entomology Club Update; recent panel discussion was well-attended
   c. Amy: AgBio “Speakers Bureau” : identify people who would be willing to talk to high school classes across CO. Will discuss after winter break.
   d. Jane: suggested that faculty be included in communications for graduate student events like Trivia Night so they can promote in their classes

Meeting adjourned 13:17