Committee on Effective Teaching & Advising will host the following Brown Bag Lunch Seminars
(Note dates and places):

January: Teaching with Technology
Keith Harris, winner of The Gertrude Cox Award for Innovative Excellence in Teaching and Learning with Technology will present a brown bag on effective strategies for Teaching with Technology. Keith will share examples of his successes and discuss challenges as well.
Tuesday, January 19 from 11:30-1:00 in Room 308 Ricks

February: Graduate School opportunities
Hear about opportunities from representatives in our NCSU Graduate School for students interested in going on to graduate school. Helpful information for advisers as you counsel with students at pre-registration and throughout their UG careers.
Wednesday, February 17 from 11:30-1:00 Room 308 Ricks

March: Pre-VET Advising
Dr. Shweta Trivedi, Teaching Assistant Professor and VetPAC Coordinator. This is your opportunity to hear about the VetPAC Advising Center and meet our coordinator, Dr. Shweta Trivedi. Helpful information for you to share with your pre-vet advisees!

March: Room 308 Ricks from 11:30-1:00 (date TBA)

2009 FALL GRADUATION – Saturday, December 19, 2009 at 9:00 a.m. – RBC Center

Departmental Schedule For Graduation:
College of Agriculture and Life Sciences - 1:30 p.m. (except for those marked with an asterisk)
Agricultural & Resource Economics
(ABM, BBM, NRM, ESE) McKimmon Center, Western Boulevard
Agricultural and Extension Education (AED, AEX, AEC) Mount Olivet Baptist Church,
3500 Edwards Mill Road
Agricultural Science Mount Olivet Baptist Church, 3500 Edwards Mill Road
*Agronomy, Plant and Soil Science, Turfgrass Science,
Crop Science and Soil Science 1:00 p.m., 2215 Williams Hall
* Animal Science – Friday, December 18th, 2009 at 7:30 p.m., McKimmon Center, Western Boulevard
Biological and Agricultural Engineering, 158 Weaver Laboratories
*Biology - 3:00 p.m. (Biological Sciences and Zoology) Carmichael Complex
Food Science, Bioprocessing Science, Nutrition Science and Biological Science - Nutrition
Concentration Pittman Auditorium, St. Mary’s College, 900 Hillsborough Street
Horticultural Science Ruby McSwain Education Center - JC Raulston Arboretum
Microbiology  Cinema, Witherspoon Student Center
Molecular and Structural Biochemistry, 124 Dabney Hall
Plant Biology  Stephens Room, 3503 Gardner Hall
Poultry Science, 106 Scott Hall
Sociology and Anthropology (Applied Sociology/Criminology), 3400 Nelson Hall
4H Youth Development and Family & Consumer Science  Mt Olivet Baptist Church, 3500 Edwards Mill Road
Interdepartmental Graduate Programs (Environmental Sciences, Genomics, Natural Resources, Nutrition, Physiology), Location of Major Faculty Advisor

Other Upcoming Events – Hold the Dates:
April 22: UG Teaching & Research Symposium (tentative)
April:  Celebration of Teaching (date to be determined)

2010 New Student Orientation Dates:
Spring 2010 New Student Orientation Sessions:  Friday, December 11th and Friday, January 8th. CALS Welcome and Overview will be held at 2:15 p.m. Students will dismiss for departmental advising around 3:00 p.m.
Transfer Student Orientation Sessions – Monday, June 28th and Monday, July 26th
Freshman Student Orientation Sessions – Monday, July 6th through Friday, July 9th

UNDERGRADUATE ADMISSIONS INFORMATION
The Admission Office will use the following deadlines and notification dates for the 2010 Fall Semester admissions process:
For freshmen applying for Summer or Fall 2010 admission (domestic, excluding College of Design):

   Deadline 1:  October 15, 2009
                Notification Date:  December 15, 2009
   Deadline 2:  November 1, 2009
                Notification Date:  January 30, 2010
   Deadline 3:  February 1, 2010
                Notification Date:  March 30, 2010

For transfer students applying for summer or fall admission:
Deadline:  April 1, 2010

For entering freshmen and transfer students applying to the Agricultural Institute:
Deadline:  July 1, 2010

For additional information on admission deadlines and requirements, visit the Undergraduate Admissions web site at:  http://admissions.ncsu.edu/

Upcoming Dates of Importance:
Fall 2009 Semester:
December 4 - Last day of classes
December 7 - 8 - Reading Days
December 9 - 17 - Final Examinations
December 19 - Fall Graduation Exercise
December 24 - January 1 - Winter Holiday; university closed
Spring 2010 Semester:

January 11 - First day of classes
January 15 - Last day to add a course without permission of instructor. MyPack Portal closes for adds at 11:59 p.m. (After this day, adds processed in 1000 Harris Hall)
January 18 - Holiday (Martin Luther King, Jr. Day); university closed
January 25 - Last day to enroll (register) or to add a course. Last day to drop a course, or change from credit to audit with tuition adjustment. Last day for undergraduate students to drop below 12 hours.
March 8 - Last day to withdraw or drop a course without a grade at the all levels. Last day to change from credit to audit at all levels. Last day to change to credit only. Last day to submit Request for Course Repeat Without Penalty forms. MyPack Portal closes for Undergraduate and Graduate drops at 11:59 p.m.
March 15 - 19 - Spring Break; no classes
March 22 - Classes resume at 8:05 a.m.
March TBD - Enrollment (Registration) begins for the 2010 Summer Sessions and Fall Semester.
April 1 - 2 - Spring Holiday; no classes
April 5 - Classes resume at 8:05 a.m.
April 26 - 30 - "Dead Week" - Last week of classes. In order that students may complete semester projects, take lab tests, and prepare for final examinations, faculty members shall not give any test or quizzes or assign any additional papers or project during the final week of the semester. Exceptions to this policy must be approved in advance by the department head and the dean of the college involved.
April 30 - Last day of classes
May 3 - 4 - Reading Days
May 5 - 13 - Final Examinations
May 15 - Spring Commencement

CAREER SERVICES OFFICE

Have you seen the eNewsletter "The Briefcase"? View it here- http://harvest.cals.ncsu.edu/career/index.cfm?pageID=1530

You can subscribe by emailing marcy_bullock@ncsu.edu if you would like it emailed to you each month.

The 2009 CALS Career Expo was a success! We had over 150 employers from 73 organizations and over 1,300 students attend. We hope that all of you who attended found the experience worthwhile and that you plan on coming back in 2010! Our new Roundtable Chat Room allowed students to mingle with experts and get advice before approaching the company exhibits.

Focus on Your Future is coming up Sat. Jan. 23rd. Let your students know to look for an invitation to sign up on line.

Nominate students to be Career Fellows! CALS Career Services selects sophomore and junior students to participate in 2-day formal job shadowing opportunities with successful professionals in career fields related to their majors and interests. This is a perfect opportunity for students to network, get an inside look into CALS-related career paths, and ask crucial questions. We’ll help you with your resume, prepare you for the experience, and host a relaxing and delicious banquet for all participants when it’s all said and done!
Shadowing will occur during the week of March 15-19; specific dates will be determined by each mentor and mentee. If you have any questions, please email the Graduate Assistant at calscsga@gw.ncsu.edu

AGRICULTURAL INSTITUTE OFFICE

Senior Breakfast
The Agricultural Institute will host a breakfast for its graduating seniors on Wednesday, December 2, 2009. The breakfast will begin at 7:15 a.m. in 2405 Williams Hall. RSVP: http://harvest.cals.ncsu.edu/applications/cals_registration/index.cfm?eventID=384

Graduation
The Agricultural Institute graduation ceremony will be Friday, December 18 at 3:00 p.m. in Stewart Theatre. All are welcome to attend. RSVP: http://harvest.cals.ncsu.edu/applications/cals_registration/index.cfm?eventID=385

Alumni Reunion
We are now planning the Agricultural Institute’s 50th Anniversary in 2010! We ask that you share ideas and suggestions for this special event. You can do this by completing our survey. The survey can be found at: http://ceres.cals.ncsu.edu/surveybuilder/Form.cfm?testID=8413

NORTH CAROLINA COOPERATIVE EXTENSION SERVICE

ESP issues awards at annual meeting
Several Extension employees received awards during Epsilon Sigma Phi, Xi Chapter’s annual meeting held in November at the JC Raulston Arboretum. ESP is Extension’s professional development organization.
County Performance Awards:
West Central District: Burke County
Northeast District: Currituck County
Team Award: Beaufort County staff
Diversity/Multicultural Award: Minnie Mitchell (individual award) and Gaston County (team award)
Early Career Service Award: Susan Chase, Beaufort County
Mid Career Service Award: Wayne Buhler, N.C. State University
Administrative Leadership Award: Travis Burke, Pasquotank County
Visionary Leadership Award: Debbie Bost, Cabarrus County
Distinguished Service Award: Christine Smith, Wayne County
Bernadette Watts Professional Improvement Scholarship: Heather Lifsey, Chowan County

EFNEP hosts Hunger Forum for 40th anniversary
The Expanded Food and Nutrition Education Program will host the Hunger Issues Forum Dec. 4, McKimmon Center, N.C. State University, in celebration of EFNEP’s 40 years of service in North Carolina. The forum entitled "Cultivating Solutions to Hunger" will address community hunger issues through keynote speeches and three breakout sessions featuring national and state experts. Details of the forum can be found at www.ces.ncsu.edu/EFNEP/EFNEPHungerForum.pdf.

Hass named interim head of POD
Effective Nov. 13, Dr. Lanny Hass has assumed the position of interim director of Personal and Organizational Development for North Carolina Cooperative Extension. To the position, he brings 28 years of Cooperative Extension Service as well as a national reputation for expertise in organizational
development. Coming to North Carolina after 11 years as an agricultural economist at Virginia Tech, Lanny has served in many roles, ranging from county agent to area farm management specialist to associate director of Personal and Organizational Development. As the interim director, Lanny will lead the POD team as it continues to focus on building Cooperative Extension’s capacity through organizational and individual growth.

POD updates Web site
The Personal & Organizational Development (POD) Unit has modified its existing Web site to provide user-friendly information about the different services it provides. Please visit: http://www.ces.ncsu.edu/pods/. Please direct all inquiries to Makia Tillman at Makia_Tillman@ncsu.edu or 919.513.0036.

4-H Centennial Cookbook now available to order
The North Carolina 4-H Centennial Cookbook will be coming off the press in January. The cookbook includes more than 400 Blue Ribbon Recipes collected from every 4-H decade. It also features photos depicting 4-H foods and nutrition projects throughout the decades. By ordering before Dec. 31, you may purchase the cookbook at the pre-press price of $14.95 plus shipping and handling. After Jan. 2, 2010, the price will be $18.95 plus shipping and handling. An order form is available online at www.nc4hfund.org. For more information, please contact us at sharon_rowland@ncsu.edu or 919.515.9267 or devona_beard@ncsu.edu or 919.515.1680.

Distance education course on tourism offered in spring
Dr. Samantha Rozier Rich, assistant professor and tourism Extension specialist at N.C. State University, will teach an online distance education course this spring, entitled Foundations of Tourism (PRT 595-602 – Special Topics Course). The course was developed to provide a strong foundation of tourism-related knowledge and practice among Extension field faculty and other professionals working in the tourism field and/or hoping to work in the tourism field. The course will run seven weeks (March 12 – April 30) and will meet once-a-week, via Elluminate (Thursday evenings from 7-8:30pm). Read more from Extension Online News

NORTH CAROLINA AGRICULTURAL RESEARCH SERVICE

Drs. John Mackenzie and Eva Johannes from NCSU and Drs. Scott Olenych and Anne Vaahktokari from the DHMRI Light Imaging Facility in Kannapolis recently presented a two-way distance imaging demonstration and seminar to showcase the power of high definition videoconferencing between the two campuses. The demonstration included remote control of a confocal microscope at the DHMRI from a computer at NCSU and viewing the images in real-time on various monitors throughout the seminar room. Researchers interested in remote access imaging can contact any of the individuals listed above for further information or demonstrations (john_mackenzie@ncsu.edu; eva_johannes@ncsu.edu; SOlenych@zeiss.com, avahtokari@dhmri.org).

INTERNATIONAL PROGRAMS

Grants
Cochran Fellowship Grant for 2010

IPO has applied for another Cochran Fellowship Grant with USDA to begin in April, 2010. Drs. Robert Wells and John Richardson will be training fellows from Georgia on a comprehensive overview of the NC Cooperative Extension Service —its structure, funding sources, staff development, information and technology delivery methods and developing cooperative relationships with sister organizations. We look forward to another successful training experience for our Cochran Fellows this Spring.
Uruguay ISE Follow-up
Drs. Michelle Schroeder-Moreno and Paul Mueller are working on a final follow-up project to a 5-year ISE grant in Uruguay with Universidad de la Empresa (UDE) and Bio-Uruguay. Schroeder and Mueller will travel to Uruguay in March 2010 to help develop a distance education course modeled after a Crop Science course, CS230, Intro to Agroecology. The new course will focus on agroecology and sustainable agriculture and will be taught online from UDE. The project will be developed by the collaborative efforts of the NCSU team including a DELTA representative, UDE and Bio-Uruguay. The course will be taught in Spanish and English and will possibly be available to students throughout South America.

Travel
Drs. Paul Mueller and George Wilson will be traveling to Washington D.C. in December to meet with several pertinent Federal agencies to discuss research funding in Central America. This trip may provide NCSU with important collaborators for future grant proposals as they meet with key contacts within agencies such as USAID, USAID Farmer-to-Farmer, USDA Foreign Agricultural Service among others.

Study Abroad
Don’t forget about the Study Abroad Scholarship deadlines. The form will be available soon on the SAO website

http://studyabroad.ncsu.edu/index.cfm?FuseAction=Programs.ViewProgram&Program_ID=050673754F75010772757774031F000008781B00737C096B740274770106740572017277707A0201&Type=S

CALS Scholarship Awards
There are scholarships available ranging from $500 to $1,000. The application deadline for a summer program is February 12, 2010. We will have six (6) CALS-sponsored programs this summer. You may contact the program directors for more specific information on the course offerings of each program. Contact our office (patricia_holoman@ncsu.edu / 515-2818) if you or your students have questions regarding scholarships. See the links below for more information on scholarship applications:

CALS-sponsored Summer Programs
Summer Program: Queensland Australia,
Program Director: Dr. Morgan Morrow, 515-4001 / morgan_morrow@ncsu.edu
Program page
http://www.cals.ncsu.edu/an_sci/extension/study%20abroad/index.html

Summer Program: Australia - Equine Industry
Program Director: Dr. Shannon Pratt, 515-1117 / shannon_pratt@ncsu.edu

http://studyabroad.ncsu.edu/index.cfm?FuseAction=Programs.ViewProgram&Program_ID=3246&Type=O&sType=O

Summer Program: Costa Rica—Sustainability of Tropical Agroecosystems
Program Director, Dr. Michelle Schroeder-Moreno, 513-0085 / michelle_schroeder@ncsu.edu

Program Page
http://compost.cropsoi.uga.edu/courses/tropag/
Summer Program: Hangzhou Plant Resources & Ecology  
Program Director: Jenny Xiang, 515-2728 / jenny_xiang@ncsu.edu

Program Page  
http://www4.ncsu.edu/~qyxiang/PB495-595.html

Summer Program: Poland  
Program Director: Hanna Gracz, 515-8907 / hanna_gracz@ncsu.edu

http://studyabroad.ncsu.edu/index.cfm?FuseAction=Programs.ViewProgram&Program_ID=1645&Typ e=O&sType=O

Summer 2010: Costa Rica—Tropical Plant Pathology  
Program Director: Dr. Jean Ristaino, 515-3257 / jean_ristaino@ncsu.edu

Program Page  
http://www.cals.ncsu.edu/course/pp590/index.html

OFFICE OF DIVERSITY

Outstanding CHAMPS Program: Earlier this year the CALS Diversity Council and CALS  
Academic Programs Office engaged in a new partnership led by the NCSU Office of Diversity and  
Inclusion and NCSU Graduate School in collaboration with the United Negro College Fund (UNCF)  
Institute for Capacity Building Enrollment Management Program. Through the Cultivating High  
Achieving Motivated Professionals and Scholars (CHAMPS) Project, twenty-one highly talented  
undergraduate students and six of their faculty advisors from Fisk University, Xavier University, and  
Claflin University visited NCSU on November 12 and 13, 2009. Four top UNCF administrators also  
participated including Dr. Karl Reid, Senior Vice President for Academic Programs and Strategic  
Initiatives.

The visiting students learned about graduate degree programs as well as undergraduate research  
opportunities available at NCSU. Eight (38%) of the visiting students expressed interest in graduate  
degree programs within CALS, of which one student is a senior, six are juniors and one sophomore.  
Dean Wynne made a presentation to the entire delegation, after which he talked with each of the eight  
students who expressed interest in graduate programs within CALS.

The CALS program was very informative in that the eight HBCU students and two of their faculty  
advisors were exposed to presentations by four CALS faculty regarding biomedical research in the  
following departments: 1) Food Science (Dr. Todd Klaenhammer- Probiotics Enhance Human Health); 2) Animal Science (Dr. Joe Cassady- Biomedical Research); 3) Entomology (Dr. Fred Gould-  
Genetic Pest Management); and 4) Poultry Science (Dr. Ken Anderson- Ovarian Cancer Research).  
All of the students were really surprised and impressed by the types of research in those agricultural  
based departments. They gained new insight about the contributions to human health that can be made  
through agricultural research. The visiting students commented on how they have a greater respect for  
the science that is involved in agricultural research. They also participated in a Poster Session  
presented by fifteen CALS faculty and three graduate students. Thirteen departments in CALS were  
represented at the Poster Session. The students also spent time in their specific department of interest  
namely Molecular and Structural Biochemistry, Microbiology, Genetics and Environmental and  
Molecular Toxicology. On the second day of the program, the visiting students and their faculty  
advisors participated in a Graduate Student Panel Discussion led by seven CALS doctoral students,  
four of whom graduated from HBCUs and one of whom graduated from a Hispanic Serving  

The CALS doctoral students represent several departments including Animal and Poultry Science, Biochemistry, Food Science, Microbiology, Plant Biology, and Plant Pathology. Dr. Ken Esbenshade, Associate Dean of Academic Programs, also made a presentation to the visiting students and faculty. Finally, the visiting students and their faculty advisors observed a graduate course (PHY 702 - Reproductive Physiology) taught by Dr. Char Farin.

In addition, the visiting students received information and applications for two undergraduate summer research programs in CALS: 1) Kelman Scholars in genetics, and 2) synthetic biology. The Interim Assistant Dean for Diversity will maintain contact with these students through an immediate follow-up, then more periodic communication over the next year. She encouraged the faculty, especially the Director of Graduate Programs, to also maintain contact.

The Diversity Council expresses sincere gratitude to CALS faculty and students for introducing these eight phenomenal students to the outstanding graduate degree programs within the College.

New Scholarship in CALS Academic Programs Targets Immigrant Farm Workers and Their Dependents: The Bone Scholar Program recipients must be an immigrant farm worker or his/her dependent residing in select North Carolina Counties. First preference will be residents of Nash, Wilson, and Edgecombe Counties. Secondary preference will be residents of Johnston, Wake, Franklin, Halifax, Martin, Pitt, Green and Wayne Counties. If there are no applicants from those counties who meet the criteria, then scholars may reside in any county within North Carolina. Scholarship recipients must have been accepted for admission to NC State University in an Associate’s Degree, Bachelor’s Degree, or Graduate Degree Program. Preference will be given to students in the College of Agriculture and Life Sciences. The applicant must also meet federal financial need requirements. Once awarded a scholarship, the Bone Scholar receives up to $5,000 per year towards tuition, books and supplies, or other educational expenses. The Bone Scholars will also receive educational support and specialized academic and career mentoring. Intensive recruitment efforts are underway. For more information please contact Dr. Lisa Guion, Interim Assistant Dean for Diversity.

Human Rights Day at NCSU: Chancellor James Woodward has signed a proclamation declaring December 10, 2009 to be Human Rights Day at North Carolina State University. Human Rights Day 2009 will focus on non-discrimination. "All human beings are born free and equal in dignity and rights". These first few famous words of the Universal Declaration of Human Rights established 60 years ago forms the basic premise of international human rights law. For more information about the international United Nations Human Rights Day visit http://www.ohchr.org/EN/AboutUs/Pages/HumanRightsDay2009.aspx.

Diversity Training: Equal Opportunity Institute (EOI)
1. NCBI Building Bridges: Leading Diverse Group Through Conflict. Participants learn to reframe controversial issues into a context where all parties are able to work toward a common solution.
   Wed., Jan. 27, 2010; 1:00 p.m. – 4:00 p.m.; Talley Student Center, Brown Room.

2. The EOI is a program designed to increase participants' awareness of equal opportunity issues and increase their effectiveness as employees or students. With over 250 graduates, the program is still making a difference on our campus. In these times of budget cuts, this is a program of excellence that provides an outstanding professional development opportunity free to NC State University faculty, staff and students. Visit the following web site for additional information and to apply: http://www.ncsu.edu/equal_op/eqi/.
3. NCBI Building Bridges: Strengthening Leadership for Diverse Communities: Parts I & II.
The NCBI program will educate student, faculty and staff about issues of diversity. This workshop will allow you to gain self-awareness, stretch beyond your comfort zone, and gain new understanding. Plan now to attend on Thurs., Apr. 8, 2010; 9:00 a.m. – 4:30 p.m. session; Talley Student Center, Brown Room.

National Observances- December is Universal Human Rights Month.

COLLEGE ADVANCEMENT

Save the Date: The date for the spring Joint Board Meetings for Ag, Dairy and Tobacco has been set for April 14, 2010.

CALS Chronicle Enewsletter: The official enewsletter of CALS Alumni and Friends Society is sent quarterly. Please send your announcements, departmental events, and updates for the next issue to calsalum@ncsu.edu. If you wish to subscribe to the enewsletter, email calsalum@ncsu.edu.

Employee Retiree List: We need your help! We request that all departments and county offices please continue to send us your updated retiree lists with all contact information available. When employees – faculty and staff – retire, just send Scott Troutman (scott_troutman@ncsu.edu) a quick email letting him know so that he can add them to our list.

Secrets of Success: North Carolina Values-Based Leadership makes a perfect motivational holiday gift! General H. Hugh Shelton’s coffee table-book takes a very special look into leadership and values. Through the beautiful black-and white portrait photography and the book’s voices you’ll experience leadership first-hand from some 35 men and women with a unique and special North Carolina connection. Readers will learn how leadership impacted pivotal moments in world politics, business, the military, athletics, religion, and the arts. Proceeds from the sale of this book will support programs for the General H. Hugh Shelton Leadership Center, including 4-H Shelton scholarships, and enhanced initiatives for young people statewide. Available through your local bookstores and Amazon.com. Visit http://cals.ncsu.edu/agcomm/secrets-of-success/

Dr. George T. Barthalmus' original murder mystery, Revenge Through Me – now in its second print run! Dr. Barthalmus has asked that all profits from the sale of the book continue to support the George and Marina Barthalmus Life Sciences Scholarship Endowment. Book sales have been strong enough to help us provide our first Barthalmus Scholarship this academic year. To order, just click here. More info here.

Got Gifts-In-Kind? If not, think about this: In tough economic times, we have to adapt and become more entrepreneurial as we try to find support for our programs. Often, companies and individuals are able to continue donating equipment, materials and supplies, even if they must cut their cash contributions. If you receive any non-cash gifts, please complete the form BA-151 (http://www.cals.ncsu.edu/advancement/ba151.doc) and forward to chris_wessel@ncsu.edu. We will make sure your donors are sent University receipts and acknowledgment letters showing how important their support is to CALS. If you have any questions about non-cash gifts, please call Chris at 919.515.7678.

CALS Gift Legacy Web Site
In an effort to better serve faculty and staff with helpful information, we have created a comprehensive gift planning Web site. We have an increasing number of friends of the College who now are benefiting from life income gifts, gift annuities and other charitable vehicles. Thank you for taking the
time to explore the benefits of gift planning at http://www.calsgiftplanning.org/.

You may support any area of the College and join or renew your Arboretum membership online using our secure website. Visit http://www.cals.ncsu.edu/givenow for safe, convenient online giving!

**Advancement Advantage Guide to Services**

College Advancement continues to update our Advancement Advantage Guide to Services online. This information is designed to educate CALS faculty, staff and administrators about the resources available through these divisions. By doing so, we hope to expand access to our services, and increase support of and service to departments and college-wide initiatives. To access this information, just click on: http://www.cals.ncsu.edu/advancement/resource_guide.htm

**Tax News: The IRA Rollover Legislation is back for 2009**

Under the IRA rollover, gifts will be excluded from your gross income (a tax-free transfer).

To qualify for benefits under the IRA Charitable Rollover:

- The transfer must be from a regular or Roth IRA
- You must be 70 ½ or older at the time of the gift
- Transfers must go directly from your IRA custodian to the NC Agricultural Foundation, Inc.
- Your transfers cannot exceed $100,000 per year
- Gifts must be outright and cannot fund planned gifts.

To support a CALS program through an IRA Rollover or any type of planned gift, please contact Sonia Murphy at 919.513.0637 or sonia_murphy@ncsu.edu.

**CALS PERSONNEL – NEW HIRES FOR NOVEMBER, 2009**

**New Campus Employees - Staff**

Erin Roberts, Program Associate, 4-H Youth Development & Family and Consumer Sciences
Shannon Davidson, Extension Associate, Animal Science
George Khan, Research Technician, Biology
Nathan Tarr, Research Assistant, Biology
Andrew Gibson, Research Technician, Dairy and Process Applications
Lenovia McCoy, Research Technician, Genetics

**New County Employees**

Kevin Welch, Program Assistant, Cherokee Reservation
Kathleen Murphy, Assistant Extension Agent, Halifax County
Michael Hylton, County Extension Director, Stokes County
Lance Grimes, Assistant Extension Agent, Washington County

**Reminder: FLSA-Exempt employees must use comp time balances by 12/31/2009**

On October 21, 2009, Chancellor Woodward announced a new University regulation, REG01.25.15, which prohibits the earning of compensatory [“comp”] time or overtime for employees classified as exempt from the Fair Labor Standards Act [FLSA]. Please see the following website for the full text of the memorandum: http://ncsu.edu/3d-memos/info.php/2009-2010/.

Generally, all EPA employees will fall under this new regulation, as will several job groups of SPA employees. The policy prohibiting the earning of any “comp” time or overtime for FLSA-exempt employees goes into effect immediately. Only that “comp” time reflected in the Web Leave System as
of September 30, 2009, will be deemed valid. FLSA-exempt employees will have until December 31, 2009, to use any balances; after that date, the balance will be forfeited.

As a general reminder, overtime is to be limited unless absolutely necessary. In addition, all requests for overtime must be approved by the supervisor in advance.

All employees subject to the FLSA are required to keep an accurate time sheet as a condition of employment. It is important that supervisors and employees alike keep accurate time records! This includes the accurate completion of a monthly timesheet (HR-10 form), as well as keeping leave transactions and balances accurately reflected in the Web Leave System. University Human Resources has an on-line training for supervisors and employees alike about correctly accounting for employee compensable/non-compensable time.

See: [http://www.fis.ncsu.edu/hr/classcomp/timerecdefault.asp](http://www.fis.ncsu.edu/hr/classcomp/timerecdefault.asp)

Please take this opportunity to review both of these important regulations with all employees. If you have questions about this policy, the proper recording of time for those employees eligible to earn, or in determining who is or is not covered by the new regulation, please call the CALS Personnel Office at 515-2708.

**December Paychecks**
Due to the University closing for Winter Break there are some adjustments to the normal pay schedule:

For permanent monthly employees, paychecks will be deposited on Tuesday, December 22\textsuperscript{nd}.

For bi-weekly employees, the 20102R13 payroll will be paid on December 23\textsuperscript{rd} (for work between 11/28 and 12/11). Timesheets must be submitted by noon on December 16\textsuperscript{th}.

(Note: Changes made to NC Flex during open enrollment will appear in January paychecks).

**Submit Leave Requests for December 30\textsuperscript{th} and 31\textsuperscript{st}**
The State of North Carolina authorizes 11 holidays in years where Christmas falls on a Fri, Sat, Sun, or Mon, and 12 holidays in years when Christmas falls on a Tues, Wed, or Thurs. The campuses of the University of North Carolina system observe the same total number of holidays as those provided to other State agencies. However, each campus sets its own specific holiday/closing schedule based on institutional needs. **This year, the University will close Thursday, December 24, and reopen Monday, January 4. Employees are required to use leave on December 30\textsuperscript{th} and 31\textsuperscript{st}**.

The University’s Human Resources Department has developed an FAQ site that answers many common questions about this requirement. Questions can also be directed to Employment Services at 515-2135.

[http://www7.acs.ncsu.edu/hr/employment/pdf/faqholidays.pdf](http://www7.acs.ncsu.edu/hr/employment/pdf/faqholidays.pdf)
### 2009 COMMODITY MEETINGS

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<td>NC Agricultural Consultants Assoc. 2009 Fall Conference</td>
<td>December 1-2, 2009</td>
<td>Ramada Inn Blue Ridge Road, Raleigh</td>
<td>Tom Monaco</td>
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<td>Southeast Vegetable Expo</td>
<td>November 30-December 2, 2009</td>
<td>Kingston Plantation Embassy Suites Hotel, Myrtle Beach, SC</td>
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<td>24th Annual Sustainable Agriculture Conference</td>
<td>December 4-6, 2009</td>
<td>Blue Ridge Assembly, Black Mountain, NC</td>
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<td>NC Sheep Producers Association</td>
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<tr>
<td>NC Farm Bureau Annual Convention</td>
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<td>Johnny Wynne</td>
</tr>
<tr>
<td>Crop Protection School &amp; Crop Protection Association of NC Meeting (Fall)</td>
<td>December 8, 2009</td>
<td>McKimmon Center, Raleigh, NC</td>
<td>Tom Melton</td>
</tr>
</tbody>
</table>

- Please check this URL periodically for updates.

### 2010 COMMODITY MEETINGS

<table>
<thead>
<tr>
<th>Events</th>
<th>Dates</th>
<th>Location</th>
<th>Liaison</th>
</tr>
</thead>
<tbody>
<tr>
<td>NC Association of Soil &amp; Water Conservation Districts</td>
<td>January 3-5, 2010</td>
<td>Raleigh Convention Center Raleigh, NC</td>
<td>Ed Jones</td>
</tr>
<tr>
<td>Winter Meeting of the Plant Food Assoc.</td>
<td>January 5-6, 2010</td>
<td>Pinehurst, NC</td>
<td>Winston Hagler</td>
</tr>
<tr>
<td>NC&amp;SC Assoc. of Ag Fairs Annual Convention</td>
<td>January 6-8, 2010</td>
<td>Sheraton Imperial Hotel RTP, NC</td>
<td>Tom Monaco</td>
</tr>
<tr>
<td>Southeastern Apple Growers Conference</td>
<td>January 12-13, 2010</td>
<td>Crowne Plaza Resort Asheville, NC</td>
<td>Sylvia Blankenship</td>
</tr>
<tr>
<td>Blueberry Open House &amp; Trade Show</td>
<td>January 12-13, 2010</td>
<td>Sampson Agri-Expo Center Clinton, NC</td>
<td>David Monks</td>
</tr>
<tr>
<td>Green and Growin Trade Show</td>
<td>January 12-16, 2010</td>
<td>Sheraton Four Season's Koury Center and Greensboro Coliseum</td>
<td>Tom Melton</td>
</tr>
<tr>
<td>Green Industry Council Annual Meeting</td>
<td>January 14, 2010</td>
<td>Sheraton Four Season's Koury Center, Greensboro, NC</td>
<td>Tom Monaco</td>
</tr>
<tr>
<td>Event</td>
<td>Date</td>
<td>Venue</td>
<td>Organizer</td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
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<tr>
<td>Soil Science Society of NC (53rd annual meeting)</td>
<td>January 19-20, 2010</td>
<td>McKimmon Center, Raleigh, NC</td>
<td>Joe Zublena</td>
</tr>
<tr>
<td>NC Sweet Potato Commission Annual Meeting</td>
<td>January 21, 2010</td>
<td>Wilson County Agri-Center Wilson, NC</td>
<td>David Monks</td>
</tr>
<tr>
<td>NC Aquaculture Development Conference (22nd Annual)</td>
<td>January 22-23, 2010</td>
<td>Sheraton Hotel, Atlantic Beach, NC</td>
<td>Ed Jones</td>
</tr>
<tr>
<td>NC Sod Producers Association Annual Meeting</td>
<td>January 25, 2010</td>
<td>North Raleigh Hilton, Raleigh, NC</td>
<td>David Monks</td>
</tr>
<tr>
<td>NC Peach Society Annual Meeting</td>
<td>January 26, 2010</td>
<td>Days Inn, Southern Pines, NC</td>
<td>Tom Monaco</td>
</tr>
<tr>
<td>Turf Council Conference and Trade Show</td>
<td>January 26-28, 2010</td>
<td>North Raleigh Hilton, Raleigh, NC</td>
<td>David Monks</td>
</tr>
<tr>
<td>NC Crop Improvement Assoc. and NC Foundation Seed Producers Annual Mtg</td>
<td>January 29, 2010</td>
<td>McKimmon Center, Raleigh, NC</td>
<td>Tom Melton</td>
</tr>
</tbody>
</table>