

August 20, 2009

TO: Faculty, Staff and Graduate Students  
FROM: Brian Buhr, Head of Department  
RE: Committee Membership for 2009-2010

Attached is the 2009-2010 departmental committee listing. These committees will assume their responsibilities immediately.

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## GRADUATE PROGRAM COMMITTEE

Chair: Jeff Apland

Members: Jon Christianson, HPM                      Colleen Manchester, HRIR  
Liz Davis    Linda Schwartz  
Paul Glewwe    Judy Temple, PA (HHI)  
QQ Huang    Department Head (ex-officio)  
Terry Hurley

Graduate Students: Theresa Bauer, Ph.D. Representative  
Hyunkoo Lee, M.S. Representative  
Xudong Rao, International Student Representative  
Alison Sexton, Graduate Club President

The Applied Economics Graduate Program Committee is responsible for establishing policies relative to:

1. integration and overall coordination of graduate courses,
2. recruitment and screening of applications for graduate study in Applied Economics,
3. granting of fellowships and assistantships and the assigning of graduate students to individual staff members,
4. approval of plans of study prior to forwarding to the Graduate School,
5. development of preliminary and final examination procedures,
6. maintaining liaison with the Graduate School and other departments whose programs are closely related to our graduate programs, and
7. assisting in the identification of appropriate employment opportunities for graduates of the department.

The Director of Graduate Studies is also a member of the Social Science Policy and Review Committee (including Economics, Business Administration, and Industrial Relations) of the Graduate School. The Department Head serves as alternate for the DGS on the SSPRC. The Applied Economics Graduate Club appoints three graduate student representatives to the Graduate Committee in addition to the Club president.

## UNDERGRADUATE COMMITTEE

Chair: Frances Homans

Members: Gary Cooper  
Rob King  
Don Liu  
Diane McAfee  
Tade Okediji  
Claudia Parliament  
Glenn Pederson  
Undergraduate Student Representatives: (3 or 4 students to be assigned)  
Department Head (ex-officio)

The Undergraduate Committee is responsible for planning, coordinating and administering the undergraduate program of the department. Its scope includes marketing the program, admission, advisee assignments, curriculum, placement, alumni relations and course scheduling.

In performing these functions the Undergraduate Committee is expected to maintain liaison with the Department of Economics, the Carlson School of Management, and Applied Economics Graduate Program Committee.

**COMMITTEE FOR PH.D. PRELIMINARY FIELD EXAMS**

The Ph.D. exams will be coordinated and the results reported by the DGS. Each of the field exams to be given in the summer and winter sessions will be developed and graded by a small committee of faculty members. The Department Head will appoint these committees for each session with the advice of the DGS and Graduate Committee.

**Economics Minor Prelim Committee**

Paul Glewwe  
Terry Hurley  
Rodney Smith

**PROMOTION & TENURE COMMITTEE**

Chair: Ben Senauer (2008-2010)

Members: Frances Homans (2009-2011)  
Laura Kalambokidis (2008-2010)  
Phil Pardey (2009-2011)

It is the responsibility of the Promotion & Tenure Committee to direct departmental activities related to (1) annual review of probationary faculty, (2) formal consideration of faculty for tenure, and (3) procedures for promotion as defined in the departmental statement on “Promotion and Tenure Criteria and Procedures” (as revised on May 20, 2004). This committee also serves as the Post-Tenure Review Committee as defined in “Procedures for Annual Performance Review, Salary Adjustment and Post-Tenure Review,” adopted May 20, 2004.

## **PROGRAM PRIORITIES COMMITTEE**

Chair: Jay Coggins (2008-2010)

Members: Jeff Apland (2009-2011)  
Liz Davis (2009-2011)  
Bill Gartner (2008-2010)  
Laura Kalambokidis (2009-2011)  
Claudia Parliament (2008-2010)  
Terry Roe (2009-2011)  
Ford Runge (2009-2011)  
David Smith\*  
Rodney Smith (2008-2010)  
Missy Sullivan  
Steve Taff (2009-2011)  
Department Head (ex-officio)

The Program Priorities Committee has the responsibility of working closely with the Department Head on specification of future program priorities for the department. The assignment includes giving attention to priorities in graduate and undergraduate programs and in the department's research, extension and service programs.

In the conduct of this assignment, the Program Priorities Committee, working with the Department Head, should consult broadly with other departmental committees, staff members and students and with other University staff and administrators as appropriate.

Members serve a two year term.

\*Graduate Student member (participation invited at the discretion of the Chair.)

## OUTREACH COMMITTEE

Chair: Bill Lazarus

Members: Bill Gartner  
Laura Kalambokidis  
Kevin Klair  
Elton Mykerezi  
Ward Nefstead  
Kent Olson  
Ben Senauer  
David Smith\*  
Frank Trnka  
Department Head (ex-officio)

The purpose of this committee is to initiate and promote activities that assist the development, improvement, and marketing of the department's outreach program. Both traditional extension programs and other outreach activities fall within the purview of this committee.

\*Graduate Student member

**SEMINAR COMMITTEE**

Chair: Steve Polasky

Members: Bill Easter  
Kyle McKeever\*  
Elton Mykerezi  
Kent Olson  
Glenn Pederson  
Elaine Reber  
Tom Stinson  
Clarissa Yeap  
Department Head (ex-officio)

It is the responsibility of the Seminar Committee to plan and coordinate the department's seminar program. These individuals work with the Awards Committee on the annual Outstanding Alumni Award and Lecture and coordinate departmental seminars with the Development Workshop, The Food Industry Center seminars, and the resource economics seminars.

\*Graduate Student member

## LIBRARY COMMITTEE

Co-Chairs: Louise Letnes  
Bill Easter

Members: Jerry Fruin  
QQ Huang  
Jean Kinsey  
Andy Larson\*  
Gerard McCullough  
Steve Polasky  
Joe Ritter  
Karen Routhe  
Ford Runge  
Steve Taff  
Department Head (ex-officio)

The Library Committee has the responsibility for management of the Waite Memorial Library. It also has the responsibility for liaison with Magrath Library and the University library system.

\*Graduate Student member

**COMPUTER SERVICES COMMITTEE**

Chair: Terry Hurley

Members: Stephen Aultman\*  
Ellen Carlson  
Jerry Fruin  
Barb LaCrosse  
Wynn Richardson  
Terry Roe  
Pamm Smith  
Rodney Smith  
Department Head (ex-officio)

It is the responsibility of the Computer Services Committee to determine departmental needs for computer and related services and to consult with faculty and Department Head regarding policies, organization, and procedures to meet those needs.

\*Graduate Student member

**PUBLICATIONS / WEB POLICY COMMITTEE**

Chair: Rob King

Members: Wonho Chung\*  
Bill Gartner  
Sharon Kill  
Bill Lazarus  
Louise Letnes  
Phil Pardey  
Ben Senauer  
Pamm Smith  
Tom Stinson  
Department Head (ex-officio)

It is the responsibility of the Publications/Web Policy Committee to recommend departmental guidelines for dissemination of departmental publication and other information through alternative media. In addition it is the responsibility of this committee to facilitate the peer review process of publications within the department, to encourage and facilitate publishing by faculty and graduate students by making them aware of various outlets for submission, publish an annual list of departmental publications, and to maintain an ongoing file of all publications of department members. The committee is responsible for periodic review of the department's web site, and for recommending the format and content that is consistent with University policy and that assists the department in accomplishing its mission.

\*Graduate Student member

**AWARDS COMMITTEE**

Chair: Don Liu

Members: Jay Coggins  
Frances Homans  
Jean Kinsey  
Gerard McCullough  
Ward Nefstead  
Sue Pohlod  
Judy Temple  
Yu Wang\*  
Department Head (ex-officio)

The Awards Committee will identify the awards typically made available and determine dates when nominations must be submitted. The Awards Committee will also gather the appropriate information to make the nominations. In addition, the Awards Committee may give consideration to recognition falling outside of the regularly scheduled set of awards.

The Awards Committee has responsibility for suggesting people to serve on the M.S. and Ph.D. theses selection awards committee. This committee also works with the Seminar Committee on the annual Outstanding Alumni Award and Lecture.

\*Graduate Student member

**GRADUATE CLUB OFFICERS**

Alison Sexton, President

Katie Genadek, Treasurer

Heather Mattson, Secretary

Theresa Bauer, Ph.D. Student Representative

Hyunkoo Lee, M.S. Student Representative

Xudong Rao, International Student Representative

Matt Hendricks, Office Space Chair

Jaya Jha, Social Chair

Stephen Aultman, Computer Chair