



## National Extension Association of Family & Consumer Sciences

### NEAFCS Tenure/Promotion and Non-NEAFCS Journal Publications Reviewers

*Last Updated: 2/18/2022*

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**Description of Tenure/Permanent Status Process:** The faculty promotion and tenure process occurs the sixth year as Assistant Professor, then as Associate Professor then into Professor with continued six year reviews. Reviews are done by Unit Criteria, the Unit's Director, the University Wide committee, the Provost, then to the Chancellor.

**Rank:** Professor

**Areas of Expertise:** Food Safety

**Will Peer Review (Non-NEAFCS) Ext. Publications?:** No



**Name:** Judy Corbus

**Title:** Family and Consumer Sciences Extension Agent

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**Description of Tenure/Permanent Status Process:** University of Florida/IFAS county Extension faculty follow the same promotion and permanent status process as campus and research center faculty. Agents submit a progress assessment packet after completing three years of employment; the packet is reviewed by county faculty with permanent status in the agent's District and the IFAS Promotion, Tenure, and Permanent Status Committee comprised of county and state faculty. The review notes strengths and suggestions for improvement as the agent moves toward permanent status and promotion. In the fifth or sixth year of employment, the agent submits a PS and/or promotion packet outlining their program objectives, activities, outcomes, and impacts for their entire employment period to date. County faculty in the candidate's District with permanent status and at least one rank above

the candidate assess the packet either in support of or not in support of promotion and permanent status. The packet is forwarded to the IFAS Promotion, Tenure, and Permanent Status Committee for their assessment. Successful packets then are forwarded to the University of Florida Academic Personnel Board for their assessment; successful packets then are forwarded to the University Provost's office, with final approval granted by the University President/Board of Trustees. Thereafter, agents may submit for promotion every five to seven years until they reach the rank of Extension Agent IV, the equivalent of Full Professor for campus faculty. I served on the IFAS Promotion, Tenure, and Permanent Status Committee for the period 2011-2013.

**Rank:** Extension Agent IV ( equivalent to a Professor)

**Areas of Expertise:** Clothing/Textiles, Financial Management, Housing, Nutrition, Consumer education, youth financial literacy

**Will Peer Review (Non-NEAFCS) Ext. Publications?:** Yes, in Housing, Financial Management, Consumer Education, Nutrition

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**Name:** B. Susie Craig

**Title:** Tenured Professor - Area Specialist Food Safety and Health

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**Description of Tenure/Permanent Status Process:** Extension Tenure and Promotion track is the same throughout the system, including T&P of teaching faculty in CAHNRS.

**Rank:** Professor

**Areas of Expertise:** Food Safety, Health, Nutrition

**Will Peer Review (Non-NEAFCS) Ext. Publications?:** No

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**Name:** Karen M. Dickrell, CFCS

**Title:** Life Span Educator

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**Description of Tenure/Permanent Status Process:** I am on tenure track with the University of Wisconsin Madison Extension Faculty Department. I was tenured when we were UW Extension. We are now under UW Madison so have been in the process of working on the documents to be in sync with UW Madison.

**Rank:** Professor

**Areas of Expertise:** Aging, Community Development, Financial Management, Food Safety, Human Development, Life Span Education, Other

**Will Peer Review (Non-NEAFCS) Ext. Publications?:** yes



**Name:** Karen M. Ensle EdD, RD, FADA, CFCS

**Title:** FCHS Extension Educator/Professor/RDN

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**Description of Tenure/Permanent Status Process:** Same tenure and

promotion process as anyone in our school and Rutgers University. We are expected to demonstrate excellence in Teaching, Extension Practice which includes grants and applied research, and Service to the profession, county, state and national organizations. Development of projects, curriculum, etc. expected for promotion and tenure. Packets are judged alongside of any teaching/research faculty in our School of Environmental and Biological Sciences. Faculty have to hold a minimum of Master's degree. They would be at the Assistant level and move up to the Associate level when they achieve tenure. Additional promotion brings you up to the full professor level which Rutgers call "Professor" and there is P1 and P2 after that. I am a Full professor.

**Rank:** Professor

**Areas of Expertise:** Food Safety, Health, Nutrition, Family & Consumer Sciences, Dietetics and Nutrition--RDN, Public Health

**Will Peer Review (Non-NEAFCS) Ext. Publications?:** No

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**Name:** Cindy Fitch, PhD, RD

**Title:** Extension Professor and Associate Dean for Research

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**Description of Tenure/Permanent Status Process:** Faculty are reviewed annually. Those hired into a tenure-track position have a critical year (usually their 6th year at rank) during which they must apply for promotion to the next rank and tenure. Agents are hired at the rank of Extension Instructor and promoted to Extension Assistant Professor and Extension Associate Professor. If they have a terminal degree they may apply for promotion to Extension Professor. Specialists are hired at the rank of Extension Assistant Professor and are promoted to Extension Associate Professor and Extension Professor if they have a terminal degree. Promotion and tenure are granted based on merit, not longevity alone. The review is at 3 levels - department, college, and university

**Rank:** Extension Instructor, Extension Assistant Professor, Extension Associate Professor, and Extension Professor (only for those with a terminal degree).

**Areas of Expertise:** Food Safety, Health, Nutrition

**Will Peer Review (Non-NEAFCS) Ext. Publications?:** No

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**Name:** Karen Franck

**Title:** Extension Assistant Professor

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**Description of Tenure/Permanent Status Process:** We have internal and external committees that review our materials for promotion and tenure.

**Rank:** Assistant Professor

**Areas of Expertise:** Food Safety, Health, Human Development, Nutrition, Program Evaluation, Other

**Will Peer Review (Non-NEAFCS) Ext. Publications?:** Yes

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**Name:** Samantha Kennedy

**Title:** Extension Agent III

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**Description of Tenure/Permanent Status Process:** For faculty with an extension assignment, effective contribution to the planned non-degree educational programs of UF/IFAS for that portion of FTE assigned to extension is necessary for tenure, permanent status, and/or promotion. State Extension faculty members are expected to show evidence of collaboration with county faculty in their programs and involvement in in-service education for professional development of county faculty. Distinction in Extension may be evidenced by effectiveness in obtaining, integrating and organizing educational resources into programs directed to meet the needs of extension clientele (general public, producers, industry groups, families, youth and other relevant audiences); the design and implementation of educational experiences (the scholarship of application) appropriate to priority needs identified; the packaging of research based information into program materials such as bulletins, fact sheets, newsletters, mass media messages, electronic publications, distance education, and public displays; and documentation of educational program impacts. Other indicators include participation in professional development and training opportunities to remain current with scientific and methodological developments, extramural funds received, and recognition by peers and clientele as a leader in the assigned areas of responsibility.

**Rank:** Associate Professor

**Areas of Expertise:** Financial Management, Food Safety, Health, Nutrition

**Will Peer Review (Non-NEAFCS) Ext. Publications?:** Yes



**Name:** Christine M Kniep

**Title:** Professor Emeritus, Department of Family Development, University of Wisconsin Division of Extension

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**Description of Tenure/Permanent Status Process:** Review process includes peer review within discipline, then by division wide peers, final review by Dean of Division

**Rank:** Professor Emeritus

**Areas of Expertise:** Administration, Aging, Community Development, Financial Management, Food Safety, Housing, Human Development, Evaluation, Planning Processes, Other

**Will Peer Review (Non-NEAFCS) Ext. Publications?:** Yes, in these areas

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**Name:** Cathy L. Martinez

**Title:** County Director and Full Agent

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**Description of Tenure/Permanent Status Process:** It has 3 levels: Assistant, Associate, and Full status

**Rank:** Full status

**Areas of Expertise:** 4-H Youth Programming, Administration, Child Development, Food Safety, Human Development, Nutrition, Parenting Education, 4-H Youth Development

**Will Peer Review (Non-NEAFCS) Ext. Publications?:** Yes

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**Name:** Diane Mason

**Title:** County Extension Agent for Family and Consumer Sciences Education

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Boone County Cooperative Extension Service

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**Description of Tenure/Permanent Status Process:** For agents there is an internal career ladder that

does not involve external review. For faculty there is a tenure process -- of which I am neither familiar nor involved.

**Rank:** There is no rank equivalent for extension agents within our university that I am aware of. We are salaried -- as opposed to hourly staff.

**Areas of Expertise:** Food Safety, Nutrition

**Will Peer Review (Non-NEAFCS) Ext. Publications?:** Yes

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**Name:** Dhruti Patel

**Title:** Tenured Extension Educator-FCS

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**Description of Tenure/Permanent Status Process:** 5-year tenure process that reviews candidates in three main categories: Teaching, Scholarships, and Service.

**Rank:** Senior Agent/ Associate Professor

**Areas of Expertise:** Aging, Health, Nutrition, Technology and Social Media, stress, mental wellbeing, evaluation methods, Other

**Will Peer Review (Non-NEAFCS) Ext. Publications?:** Yes

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**Name:** Dr. Maria Portelos-Romero, Ed.D, M.A.Ed

**Title:** Agent III

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**Description of Tenure/Permanent Status Process:** University of Florida promotes agents up to a status of IV. It is required to complete a 3 year packet to make certain the agent is aligning their programming for success. The 3 year packet does not move forward but is reviewed by county and district director as well as faculty. The agent then is tasked to go for promotion with a 6 year packet which travels through the university for review. Agents then have a choice of wanting to promote further.

**Rank:** Faculty

**Areas of Expertise:** Aging, Food Safety, Nutrition, Disaster Preparedness, Other

**Will Peer Review (Non-NEAFCS) Ext. Publications?:** Yes, in areas of expertise

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**Name:** Evelyn B. Whitmer, BS, MEd  
**Title:** Area Full Extension Agent  
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**Description of Tenure/Permanent Status Process:** The University of Arizona Extension has a first level review at 3 years. At 6 years our University Agents go through the promotion and tenure process where they are reviewed by their peers, outside evaluators, a college committee, to the provost and on to the President of the University. Going to a Full Agent, has the same review process.

**Rank:** Full Area Agent-equivalent to Full professor with a specialty

**Areas of Expertise:** Child Development, Community Development, Financial Management, Food Safety, Health, Nutrition, Parenting Education, Collective Impact

**Will Peer Review (Non-NEAFCS) Ext. Publications?:** Yes

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**Name:** LaWanda (Pegi) Wright

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**Description of Tenure/Permanent Status Process:** Associate Agent to Extension Agent

**Rank:** Extension Agent

**Areas of Expertise:** human development

**Will Peer Review (Non-NEAFCS) Ext. Publications?:** No

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**Name:** Lori C. Wiggins

**Title:** County Extension Director/ Agent IV

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**Description of Tenure/Permanent Status Process:** Qualifications for Rank, County Extension Agent I. New appointees must hold at least a Bachelor's degree. The appointees must possess all necessary qualifications for the Extension position. 2. Qualifications for Promotion to Rank, County Extension Agent II (equivalent to Assistant Professor). Major considerations for promotion are determined by the items listed under criteria for promotion of all county extension faculty. In addition, the candidate shall hold a

Master's degree, or be admitted by an institution for graduate study toward a Master's degree, and have completed at least 50% of the coursework for the degree.3. Qualifications for Promotion to Rank, County Extension Agent III (equivalent to Associate Professor). Major considerations for promotion are determined by the items listed under criteria for promotion of all county extension faculty. In addition, the candidate shall: a. Hold a Master's degree. b. Have established a recognizable area of expertise within their Extension District (department) and show promise of a statewide reputation as a leader in his or her field. c. Have produced creative works, professional writing, or carried out Extension studies or applied research and has presented that work at state, regional and national meetings. d. Has shown excellence in the scholarship of integration and/or application through strong reporting of impacts.4.

Qualifications for Promotion to Rank, County Extension Agent IV (equivalent to Professor).

Major considerations for promotion are determined by the items listed under criteria for promotion for all county extension faculty. In addition, the candidate shall: a. Hold a Master's degree. b. Have established a recognized reputation as being outstanding in his or her field of specialization. Faculty considered for promotion to Extension Agent IV must have at least an area or statewide recognition for their educational programs within one or more assigned program areas. c. Have produced creative work, professional writing, or carried out Extension studies or applied research of high quality and has presented that work at national meetings. d. Has shown excellence in the scholarship of integration and/or application through strong reporting of impacts. e. Consistent commendable or exemplary evaluations. Faculty considered for Extension Agent IV would usually be rated consistently above satisfactory.

**Rank:** Professor

**Areas of Expertise:** Food Safety, Health, Nutrition

**Will Peer Review (Non-NEAFCS) Ext. Publications?:** Yes

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**Name:** Kendra Zamojski

**Title:** Regional Specialized Agent Family and Consumer Sciences

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**Description of Tenure/Permanent Status Process:** The UF promotion process is quite extensive. Individuals must demonstrate "distinction" at each level, Agent I-IV. Applicants submit a promotion packet. The packet is distributed to external reviewers. It is reviewed and voted on by colleagues in the department or extension district. If successful, it goes on for review by district extension directors, then by the department head, program leader, or associate dean. If successful the packet goes on to be reviewed by the Tenure and Promotion committee. Finally, the packet is reviewed by the Provost.

**Rank:** Currently Agent 3 equivalent of Associate Professor

**Areas of Expertise:** Administration, Community Development, Food Safety, Health, Nutrition

**Will Peer Review (Non-NEAFCS) Ext. Publications?:** Yes

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**Name:** Carrie Jaye Carte

**Title:** Extension Agent

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**Description of Tenure/Permanent Status Process:** Promotion and Tenure with full faculty status

**Rank:** Associate Professor

**Areas of Expertise:** Child Development, Community Development, Food Safety, Health, Parenting Education

**Will Peer Review (Non-NEAFCS) Ext. Publications?:** Yes

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**Name:** Andrea Hoover

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**Description of Tenure/Permanent Status Process:** Faculty files are turned in and reviewed/scored internally every year. After 5 years, you will request Promotion and Tenure turning in a faculty file with 5 years of impact. The Service Section will be sent out for External Review, while the Teaching, Research and Service will be reviewed internally. After 5 additional years, faculty has the option to request promotion again following the same format. With a PhD or Ed faculty can be fully promoted after 15 years of files reviews.

**Rank:** Associate Professor

**Areas of Expertise:** Child Development, Financial Management, Food Safety, Health, Human Development, Nutrition

**Will Peer Review (Non-NEAFCS) Ext. Publications?:** Yes

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**Name:** Beatrice Harris

**Title:** Associate Professor - Extension

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615-330-7014

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**Description of Tenure/Permanent Status Process:** Promotion and Tenure reviews Teaching, Research and Service. Tenure/Promotion starts at the department and goes to the university tenure and promotion committee.

**Rank:** Associate Professor

**Areas of Expertise:** Child Development and Family Studies

**Will Peer Review (Non-NEAFCS) Ext. Publications?:** Yes. I am willing to serve as a peer reviewer in the area of Human Development. My area of expertise deals with child development, Child care centers, teacher/caregiver trainings, family development, etc.

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**Name:** Kristin Miller

**Title:** Assistant Extension Professor

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**Description of Tenure/Permanent Status Process:** NTT process

**Rank:** Assistant Extension Professor

**Areas of Expertise:** Exercise physiology, nutrition, aging, health/wellness

**Will Peer Review (Non-NEAFCS) Ext. Publications?:** yes, in nutrition and exercise physiology

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**Name:** Lauren Weatherford

**Title:** Extension Agent Family & Community Development - Fayette & Nicholas Counties

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304-574-4253

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**Description of Tenure/Permanent Status Process:** WVU has promotion and Tenure. They offer promotion from instructor to assistant professor after 6 years, and at the same time you may receive tenure, then you have assistant professor after another 6 year review and if you have a terminal degree full professor

**Rank:** Assistant Professor

**Areas of Expertise:** family finance, community development, cooking instruction, family life

**Will Peer Review (Non-NEAFCS) Ext. Publications?:** Yes

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**Name:** Susan Mills-Gray

**Title:** Extension Professor/ State Nutrition Specialist

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**Description of Tenure/Permanent Status Process:** University of Missouri Extension faculty are non-tenure appointments (both campus and off-campus positions). Off campus faculty enter employment at the Assistant Extension Professional rank. After a minimum of five years of employment and quality body of work, they may apply for rank of Associate Extension Professional. Then after approximately another 5 to 7 years of service and a significant body of work they may apply for the rank of Extension Professional. Campus extension faculty follow their individual college's guidance for non tenure promotion by moving from Assistant Extension Professor to Associate Extension Professor to Extension Professor as the final ranking.

**Rank:** Extension Professor

**Areas of Expertise:** nutrition and health

**Will Peer Review (Non-NEAFCS) Ext. Publications?:**

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**Name:** Yu Meng

**Title:** Youth Family and Community Advisor

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**Description of Tenure/Permanent Status Process:** Tenure track

**Rank:** Assistant Advisor IV

**Areas of Expertise:** Obesity Prevention, Sports Nutrition Education, Positive Youth Development, Community development

**Will Peer Review (Non-NEAFCS) Ext. Publications?:** Yes