

EXHIBIT A

March 20, 2024, Non-Promotion Letter



DATE: March 20, 2024

TO: Dr. Katherine Cason, Acting Extension Director

FROM: State Promotion Review Committee

RE: Non-Promotion of Molly Kelly

The State Promotion Committee does not recommend that Molly Kelly be promoted from Level 4 Extension Educator to Level 5 Extension Educator. Molly is based in University Park with the Grape and Wine Team and has statewide responsibilities. She has a bachelor's degree from Indiana University of Pennsylvania, a master's degree from the University of Texas, and a PhD from Virginia Tech.

Molly's dossier does show some evidence of meeting the requirements for a Level 5 Extension Educator, but the committee believes that additional work needs to be completed for this rank. We provide the following rationale and constructive comments, including some areas to modify within the dossier:

Community

Molly reaches a diverse audience per the limited demographics of the unique industry that she serves. She also conducts thorough needs assessments.

Civil Rights and Diversity

Programs were conducted that reached a multi-state audience. As noted in the demographics, there is a small number of diverse clientele, but there was no evidence of efforts to reach underserved audiences. Minimum diversity training hours were noted, but nothing specific to show growth in this area. For the next dossier submission, Molly should be more descriptive in this section and/or show efforts to apply learnings in the field. Additionally, the PowerPoint II.B2 uses the old template and, therefore, old affirmative action and non-discrimination statement.

Excellence

Molly presented outside the state and has good involvement in multiple grants and research projects. A participant from one of her programs said, "By far my favorite presentation was Molly Kelly. She was top-notch, well prepared and well spoken."

Educational Program

Strong financial support from grants, donations, and revenue generation was noted. A significant amount of research was conducted. The committee felt that the program write-up section was weak, especially for an educator striving

for level 5 rank. The following notes should be considered for the next dossier submission:

Long-term impacts were not noted for IIB and IIC. Minimal long-term impacts were noted in IIA.

IIA – Objectives and impacts to not align.

IIB – Objectives are not measurable; impacts also lack measured knowledge gained.

IIC – Objectives are program objectives, not educational objectives are not measurable and difficult to link to impact.

IIC – Objective 3 is a needs assessment and should influence educational objectives.

Education Delivery

A good mixture of webinars, face-to-face programs, and labs were delivered. However, the PowerPoint example II.B2 uses the old template. Update to use the current one. Limited publications were reported on the Educator activity form. A peer reviewed article was listed, but it was published before Molly worked for Penn State Extension. For the next dossier submission, Molly should be sure to note all contributions to newsletters, blogs, fact sheets, web articles, and interviews.

Leadership

Molly serves as Co-PI for multiple research projects. Additionally, mentors multiple undergraduate students. She is also on the board of the American Society of Enology and Viticulture and serves as co-leader for the grape and wine team.

Organization and Management

Molly oversees the activities of multiple undergraduate students and one employee.

Knowledge of/Service to Organization

Several presentations at national meetings and multi-state webinars were given. Molly also maintains a close relationship with the Food Science Department and involves undergraduate students in her research and programs.

Scholarship

No awards or recognitions were listed in the Educator activity form. The rank of level 5 requires evidence of peer recognition on the national or international level. Six research projects were noted, but none of them were published or awarded. However, one peer-reviewed publication was noted. For the next dossier submission, pursue and list awards and publications.

Inter-Personal Relations

Molly created good connections with Penn State Berks as well as two yeast

producing companies which supported her programming. She is also the co-leader of the grape and wine team.

Integrity and Respect

There are multiple examples of Molly's commitment to the mission, vision, and goals of Extension. The professional development section of the dossier was minimal. For the next dossier submission, Molly should elaborate to show a variety of professional development activities.

Committee members noted Molly's good reputation but felt that her dossier did not paint a full picture of her accomplishments and impact. The committee recommends making the suggested changes and re-submitting a dossier next year. The Promotion Committee also recommends that, as with any educator eligible for subsequent promotion, Molly participate in future professional development offerings of goal versus objective writing, measuring and reporting impacts, and dossier writing to keep up to date with Extension requirements and best practices.

Submitted by:

A handwritten signature in black ink that reads "Andy Hirneisen" with a long horizontal stroke extending to the right.

Andy Hirneisen, on behalf of the promotion committee