CIDA leadership roles and responsibilities

Last Revised: October 6, 2020

The leadership of the Cornell Institute for Digital Agriculture (CIDA) will consist of a Director and two Associate Directors (collectively “directors”), as well as an Executive Committee comprising faculty representing different colleges and DA-related disciplines from across the University.

Directors

- The directors must come from different colleges. They serve for an initial two-year term, and may serve up to two consecutive terms.
- New directors will preferentially be recruited from within the Executive Committee, although in exceptional circumstances a new director may be recruited from outside the Executive Committee. Directors are (or become) members of the Executive Committee. The Executive Committee will make every attempt to stagger the terms of the directors in order to provide continuity of leadership.
- Directors may be removed by a 2/3 majority vote of the Executive Committee.
- Leadership decision-making will be by consensus of the directors. In cases in which the directors do not reach a consensus, the Director has the authority to make the final decision.
- The directors are the spokespersons for the Institute communicating the vision and strategy for the Institute.
- The directors will:
  - Work with the Executive Committee to develop, implement and regularly evolve a strategic plan. The directors may choose to engage with external stakeholders in this endeavor.
  - Lead development of a budget for CIDA in collaboration with the Executive Committee.
  - Work with the Executive Committee to set a calendar of CIDA activities, events and initiatives, appoint sub-committees members to organize and implement these activities (i.e., seminars, workshops, hackathons, faculty retreats, outreach activities, seed funding programs, hiring initiatives, curriculum development, teaching of DA-related courses, etc.).
  - Work with college curricula groups to develop courses and programs in Digital Agriculture.
  - Interface with government relations at state and national levels to develop and pursue funding opportunities and other activities relevant to the mission of CIDA.
  - Work with college and university Alumni Affairs and Development (AAD) staff to identify and pursue funding opportunities.
Manage CIDA’s Research Innovation Fund (RIF), ensure appropriate distribution of awards, provide timely acknowledgement to donors who support the fund.

Lead integration with Cornell Cooperative Extension, and guide development of outreach programming.

Supervise staff associated with the Institute.

Executive Committee

- Members of the Executive Committee serve for an initial term of three years and may serve up to two consecutive terms.
- Members of the Executive Committee will nominate new members, recruited to represent the diversity and intellectual breadth of colleges, campuses (i.e., Cornell AgriTech) and disciplines of CIDA and the population it serves.
- Members may be removed by a 2/3 majority vote of the Executive Committee.
- Members of the Executive Committee will:
  - Attend weekly meetings convened by the directors.
  - Contribute to the development, implementation, and evolution of CIDA’s strategic plan.
  - Serve on sub-committees to organize and implement CIDA events, activities, and initiatives (i.e., seminars, workshops, hackathons, faculty retreats, outreach activities, seed funding programs, hiring initiatives, curriculum development, teaching of DA-related courses, etc.)
  - Suggest new activities for CIDA, lead new funding, academic, and outreach initiatives in research areas of interest to CIDA, and encourage participation in CIDA events and activities.