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1999

## September 17, 1999 - Staff Meeting Minutes

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**Department of Agricultural Leadership, Education and Communication**  
**Staff Meeting Minutes**  
**Friday, September 17, 1999**  
**1:00-3:00 PM – 311 Ag Hall**

**Minutes**

**Present:** Barbuto, Barrett, Etling, Fleming, Fritz, Gilbertson, James, King, Moody, Parsons, Rockwell, Russell, Wilhite. Guest: Edna McBreen

Russell called the meeting to order.

A motion was made by Fritz and seconded by Parsons to approve the minutes of the April 16, 1999, staff meeting. Motion passed and the minutes were approved as distributed.

**Action Items**

A motion was made by Rockwell and seconded by Fritz that AgLEC's P&T Committee review ARFAs yearly for the untenured, tenure-line faculty to assess their progress toward obtaining tenure. This process will be concurrent with the Department Head's review of the ARFA for the annual performance evaluation. The committee will give the faculty member feedback about progress toward tenure and, if appropriate, suggestions for improvement. This feedback will be shared with the Department Head after the annual performance evaluation occurs. Discussion followed. Motion carried.

A motion was made by Rockwell and seconded by King that AgLEC's P&T Committee review AFRAs for the tenured faculty to assess progress on continual growth in their position. They will use the rotation schedule outlined by the 1998-99 P&T Committee so tenured faculty ARFAs are reviewed bi-yearly. This process will be concurrent with the Department Head's review of the ARFA for the yearly evaluation. The committee will give the faculty member feedback about progress toward continued tenure and, if appropriate, suggestions for improvement. This feedback will be shared with the Department Head after the annual performance evaluation occurs. Discussion followed. Motion carried.

A motion was made by Fritz and seconded by Parsons to accept the proposed Ag Journalism major revision. Discussion followed. Motion carried. Next the proposal will go to the CASNR Curriculum Committee and then to the University Curriculum Committee.

A motion was made by Fritz and seconded by Wilhite that we discontinue having Program Chairs in AgLEC. Discussion followed. Motion passed.

Rockwell discussed an issue from Academic Senate. Academic Senators from IANR are exploring the dissatisfaction among faculty with the Chancellor and President. They will be meeting again on September 29 to discuss this issue.

Edna McBreen joined the meeting about 1:30 p.m. She discussed issues facing IANR and AgLEC including the continuation of cuts in our budgets. IANR is in business to help rural America. This includes urban agriculture. Priority areas are being developed for the IANR Strategic Plan. It is still in draft form but copies will be distributed at the Vice Chancellor's Council meeting on Monday. There are an enormous number of priorities. IANR has the resources, but priorities must be established for using these resources. Our job is to serve the whole state. Her personal perceptions of AgLEC include there is excellent talent in the department, but AgLEC may be overdiversified. AgLEC needs to focus on IANR priorities. McBreen also discussed the draft vision and mission statements that have been developed in AgLEC. Who is the audience? Who needs to understand the vision and mission statement? She advised AgLEC to provide the level of detail of the mission in AgLEC's revised action plans this fall – not in the mission statement. McBreen thinks Agricultural Leadership is a good name for a new major. There are enormous job opportunities for students who have ag expertise and leadership skills. On the issues of recruiting and retention, what resources are available to departments? McBreen says recruitment is the name of the game. We need to get our acts together. There are big time issues facing CASNR and IANR in the future. McBreen advised the group to keep those lines of communication open. Russell thanked McBreen for coming and for the informative and helpful discussion.

A motion was made by Barbuto and seconded by Wilhite that the draft AgLEC vision statement be accepted as written and that work needs to be done on the mission statement for AgLEC. Motion passed. Our revised vision is “Excellence in serving the needs of agriculture and natural resources in leadership, education and communication.”

Russell indicated that there is no budget report this month due to the new accounting procedures and changes in personnel in the Ag Hall/CIT Business Center.

Etling thanked the group for the help and support he received from AgLEC during his interviews for the position of Director for International/Global Programs. He has accepted the position verbally. Details are being worked out. Russell announced that Etling will be a tenured faculty member in AgLEC and that our P&T Committee recommended that he be promoted early to Professor.

Barbuto reported on the doctoral program in CHR. Leaders of the program voted today to have rolling admissions, and Barbuto will represent AgLEC on the Admissions Committee. There will be a 6-week turnaround time for applications. The application procedures will be on the web by the end of the year.

Announcement – The next Research Seminar will be Friday, September 24, 11:30 a.m. - 1:00 p.m. Alice Henneman, Extension Educator, will discuss “Intrapreneurship on a Shoestring Budget: Making Your Resources Work as Hard as You Do.”

Meeting adjourned 3:15 p.m.

Submitted by Betty James  
September 20, 1999