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April 2001 - Staff Meeting Minutes

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Department of Agricultural Leadership, Education and Communication
Staff Meeting Minutes
Friday, April 20, 2001
1:00-3:00 PM – 311 Ag Hall

Present: Barrett, Bell, Fleming, Fritz, Husmann, James, King, Parsons **Guest:** Maggie Miller

Fritz called the meeting to order.

A motion was made by Bell and seconded by Husmann to approve the minutes of the March 23, 2001 staff meeting. Motion passed.

Maggie Miller, Recruitment Coordinator, gave a report on her activities. She has been setting up a database of all current and potential students. Letters of introduction have been sent out to potential students. E-mail contact with high school students will be tried since many high school students have access to and like to use e-mail. Letters have also been sent to the award winners and high placers from the CDE contests to make them aware of our programs. Maggie also discussed plans for next year which include working with the advisor advantage program, developing an advisor's handbook for AgLEC, presenting information to the freshman class, develop regular contacts with Extension educators, utilizing student teachers to help with recruitment, conducting a telephone marathon to high school seniors, etc.

Parsons reported for the Promotion and Tenure Committee and announced that Dann Husmann has been promoted to Associate Professor. Teaching Portfolios are due May 7.

Husmann reported for the Outreach Committee. Open House was held at the Cornhusker Hotel and in 300 Ag Hall during the CDE events. The Outreach website is available and will be publicized to Extension personnel. Hot links can also be made to PowerPoint presentations for faculty as requested.

Barrett reported for the Graduate Education and Research Committee. The Graduate Faculty Retreat is scheduled for June 13. There are ongoing discussions with the CHR program and efforts to get a leadership option. Also, the committee had discussions with the graduate assistants at their meeting this morning. The graduate students will be invited to the Graduate Faculty Retreat on June 13.

Bell reported for the Undergraduate Committee. They also met this morning. Integration of the leadership and communications minor with Animal Science majors will be field tested with the Animal Science department. The Extension minor was approved by the CASNR Curriculum Committee contingent upon submission of course outline by the CASNR Deans Office. It will be administered through AgLEC. Parsons presented the Environmental Education minor. Discussion. Barrett made a motion for AgLEC to approve the minor in Environmental Education. King seconded. Motion passed with a small modification.

Fleming reported on the AgLEC Advisory Council meeting. Fritz met with the Chair and Vice Chair to plan the April 24th meeting. They want to have a student panel with freshmen and sophomores so the students can come back year after year to report to the Advisory Council. Discussion.

Fritz reported that the budget for AgLEC is fine. Equipment requests are due to Fritz by April 27th.

The Fall Faculty Retreat will be held on August 20-21. Please save those dates on your calendar. Bell, Rockwell, Fritz and James will be the planning committee.

Meeting adjourned at 2:40 p.m.

Submitted by Betty James
July 31, 2001