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September 2001 - Staff Meeting Minutes

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Department of Agricultural Leadership, Education and Communication
Staff Meeting Minutes
Friday, September 14, 2001
1:00-3:00 PM – 311 Ag Hall

Present: Barbuto, Fairchild, Fleming, Fritz, Husmann, James, King, Moody, Parsons, Rockwell

Fritz called the meeting to order.

Husmann moved and Parsons seconded approval of the minutes of the April 20, 2001, staff meeting. Motion passed.

Drafts of the action plans were distributed and discussions were led by Fairchild and King. Please direct your comments concerning Action Plan No. 1 to King and comments concerning Action Plan No. 2 to Fairchild. Updates to the action plans will be discussed at the October staff meeting.

Proposed content for the Department Review document was discussed. Fairchild will report next month for the Outreach Committee since they will be discussing it at their next meeting. King reported for the Graduate Education and Faculty Research Committee. They like the basic framework but will make some changes with the graduate assessment portion. Moody reported for the Undergraduate Committee and presented an outline developed by the Undergraduate Committee. Fritz asked for outlines from all the committees. Staffing concerns and issues should appear in all sections.

Names were presented and discussed for possible CSREES Review Team members. Parsons moved that Dr. Edward Osborne from the University of Florida be invited to be a CSREES Review Team member. Husmann seconded. Motion passed. Rockwell moved that Dr. Jo Jones from Ohio State University be invited to be a CSREES Review Team member. Barbuto seconded. Motion passed. Rockwell moved that Mr. Robert Moraczewski from Intertec Publications be invited to be a CSREES Review Team member. Husmann seconded. Motion passed. Fritz will send a letter to Darrell Nelson with the three names. She will also include a request that a different USDA representative be appointed since Terry Meisenbach has had a close affiliation with AgLEC in the past.

Moody reported for the Undergraduate Committee. They met this morning and moved to accept a new course proposal for ALEC 378 with some minor modifications. Discussion. Moody moved that the ALEC 378 course proposal with modifications be forwarded to the CASNR Curriculum Committee. Parsons seconded. Motion passed. The Undergraduate Committee will be discussing marketing of the minors at their next meeting.

King reported for the Graduate Education and Faculty Research Committee. Seven students were admitted this morning. Many graduate students are being admitted provisionally with the restriction that they receive grades of a B+ or better. Graduate classes are full and some students are being turned away. Discussion. Barbuto discussed the Community Human Resource (CHR) program. All applications for graduate admission to the CHR program are being reviewed by one person from each of the content areas. King reported that the Graduate Education and Faculty Research Committee have recommended to Dean Lawson that Barrett and Barbuto serve as

co-chairs. Barbuto reported that Jim O'Hanlon, Dave Wilson, and Merlin Lawson are meeting to discuss the CHR doctoral program. We have informed them that our faculty would welcome the leadership area of emphasis to be housed in AgLEC. Steve Waller is also supportive of AgLEC having it here. Discussion.

Fairchild reported for the Outreach Committee. They have met several times. Husmann and Barrett will also be receiving information from the committee because they have Extension appointments.

The Promotion and Tenure Committee will be meeting on September 19th and will report at the next staff meeting.

Fritz led the discussion of an agenda for the next AgLEC Advisory Council meeting which will be held on October 2nd at the East Campus Union. A mix of students will be invited for lunch and discussion.

Fritz distributed budget information for AgLEC. We are on schedule with spending so far. Budget fair share cuts are possible within the next year. Steve Waller reports that the ag leadership faculty position is still alive. We hope to extend an offer next spring and have someone on board starting next fall. The Ag Journalism faculty position is not getting much support. Fleming was preparing to begin a campaign to raise $1 million to fund a chair in Ag Journalism. Now we are being told that it needs to be $2 million to totally the fund the position externally. The door is not shut but it doesn't look good right now.

Announcements – All students traveling officially for the University beyond a ten-mile radius of the campus must be covered by a minimum of $30,000 accidental death insurance and $2,500 medical cost reimbursement insurance. Departmental funds can be used to purchase the required accidental death insurance for students who are traveling as representatives of the University, but not for students on field trips. Expenditures for field trip students have been interpreted as unlawful reimbursement of the student's educational cost. Since most students do not know if they have the minimum insurance, AgLEC faculty should collect 25 cents to purchase short-term coverage from each student going on field trips. Please work with Sandy and/or Betty on the details of providing complete student rosters and collecting 25 cents from each student.

When requested, please return correction rosters to Janice Hamer as soon as possible.

An acting department head is designated when Fritz is out of the office for several days. At other times when she is out of the office for meetings, department head signature requests can wait until she returns.

Meeting adjourned at 3:20 p.m.

Submitted by Betty James
September 20, 2001