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## April 2002 - Staff Meeting Minutes

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**Department of Agricultural Leadership, Education and Communication**  
**Staff Meeting Minutes**  
**Friday, April 12, 2002**  
**1:00-3:00 PM – 311 Ag Hall**

**Present:** Barbuto, Barrett, Bell, Fleming, Fritz, Husmann, James, King, Rockwell

Fritz called the meeting to order. Rockwell moved and Husmann seconded approval of the minutes of the March 8, 2002, staff meeting. Motion passed.

No report from the Undergraduate Curriculum Committee.

Barbuto reported for the Graduate Education and Faculty Research Committee. There will be a Graduate Faculty Retreat on May 6<sup>th</sup>. The Committee met with the Educational Administration faculty this morning to talk about leadership and collaboration. The potential is there for collaboration. There are two proposals we are asking for their support on – a Masters specialization in Leadership Development and a doctoral specialization in Leadership Studies.

Fleming reported for the Outreach Committee and presented the revision of AgLEC's Action Plan No. 2. Discussion and revisions were made. The Outreach Committee will complete the final editing and share copies for review in advance of the May 10<sup>th</sup> meeting.

Rockwell reported for the Promotion and Tenure Committee. Parsons presented a request for a courtesy appointment for LaDeane Jha. Discussion. Rockwell moved and Barrett seconded that LaDeane Jha be granted a five-year courtesy appointment in AgLEC starting in Fall 2002. Motion passed. Rockwell presented info on Promotion and Tenure procedures and the need to clarify and update departmental guidelines to bring them in line with IANR P&T procedures. Information was distributed to faculty on March 12 and a special meeting was held on March 29 for faculty to discuss the changes. Discussion. Rockwell moved and Barrett seconded to adopt the *ARFA* paragraph with corrections. Motion passed. Rockwell moved and Barbuto seconded to eliminate the *Teaching Portfolio* portion from the Evaluation of Performance. Discussion. Motion passed. Rockwell moved and Husmann seconded to accept the *Untenured, Tenure-line Faculty* paragraph as presented. Motion passed. Rockwell moved and Husmann seconded to accept the *Tenured, but Not Fully Promoted Faculty* paragraph as presented. Motion passed. Rockwell moved and Husmann seconded to accept the *Post Tenure Review* paragraph as presented. Motion passed. Rockwell moved and Barrett seconded to accept the remainder of the document as presented. Motion passed. Rockwell will provide changes to Betty and an updated version of the Departmental Guidelines will be distributed.

Fritz asked for volunteers to serve on the CASNR Curriculum Committee. It is a two-year assignment. Husmann was nominated and agreed to serve beginning Fall 2002 through Spring 2004. Barbuto was nominated and agreed to serve beginning Fall 2004 through Spring 2006. Motion passed.

Fritz reminded faculty that a retreat has been scheduled for May 10<sup>th</sup> at Rockwell's house to share drafts of the Five-Year Review document. Fritz asked for recommendations for graduate and undergraduate students from AgLEC to serve on the Review Team. Jenny Reimers was recommended to serve as the graduate student. Motion passed. The Undergraduate Committee will make recommendations for an undergraduate student to serve.

Fritz distributed budget information. We are still doing well for this year. We hope to be buying a few new computers soon.

Wheeler will move to Fleming's office in June. His telephone number will remain the same. Fleming will be relocated in the departmental suite of offices.

Bell and Fairchild are planning the agenda for the SCC visit on Friday, May 3 (10:00 a.m.-3:00 p.m.). The Outreach Committee is planning an Open House and displays for the NACTA departmental visit on June 19<sup>th</sup> from 2:00-4:00 p.m. Husmann and Wheeler will help plan the Fall Retreat (to be held August 19-20). Bell and King will explore the idea of a Fall service activity.

Rockwell, Fleming, and Husmann volunteered to plan the agenda and food for the May 10<sup>th</sup> retreat to work on the Five Year Review document.

Announcements – There will be an Intergenerational Workshop on April 16. Barrett encouraged all to attend. Moody has been nominated by students for the Outstanding Teaching Award. It will be awarded at the CASNR banquet on Sunday, April 14. Bell will be receiving the CASNR NACTA Teaching Award of Merit at that banquet. Husmann reminded faculty that the student banquet will be held on Thursday, April 25, at The Knolls. Please R.S.V.P. to Husmann.

Meeting adjourned at 3:30 p.m.

Submitted by Betty James  
April 17, 2002