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## September 2002 - Staff Meeting Minutes

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**Department of Agricultural Leadership, Education and Communication**  
**Staff Meeting Minutes**  
**Friday, September 13, 2002**  
**1:00-3:00 PM – 311 Ag Hall**

**Present:** Barbuto, Barrett, Bell, Fairchild, Fleming, Fritz, Goertzen, Husmann, James, King, Moody, Reimers, Rockwell, Trudeau, Sattler Weber, Wheeler

Fritz called the meeting to order. Barbuto moved and Moody seconded approval of the minutes of the April 12, 2002, staff meeting. Motion passed.

Barbuto reported for the Graduate Education and Faculty Research Committee. The committee met this morning and admitted three new students. They approved new minimum standards that students must meet to receive admittance as a Masters-level student in full standing.

Bell reported for the Undergraduate Curriculum Committee. They also met this morning and discussed curriculum items. No action items need to be brought to the faculty at this time.

Moody reported for the Outreach Committee. They will be meeting on Monday, September 16<sup>th</sup>. Last week Moody, Fleming, and Rockwell promoted AgLEC at Husker Harvest Days near Grand Island with help from Lee Rockwell and several undergraduate students. Patricia Fairchild and Kirsten King have organized students and staff from AgLEC to promote the department at Landscape Connections to be held Saturday, September 14, on East Campus.

Fairchild reported about a pilot project to offer three non-credit workshops for employees to get a comprehensive look at Cooperative Extension – its past, present and future. The idea is to recruit three to four states to “buy” slots for their employees.

Fritz led a discussion about the most recent proposed university budget cuts. As Chancellor Pearlman mentioned in his State of the University address, small departments could be vulnerable in future budget cuts. We need to “plan or be planned for.” Fritz told the group that we are viewed as a much stronger department that we were five years ago.

Fritz announced that the Five Year Review is back on the schedule. The week of January 27, 2003, will be proposed as a time for the Review Team to visit AgLEC. The document is considered done as of July 1, 2002, and will be sent to the team in early December. Friday, November 22, was selected as the date for faculty to work on presentations for the Review Team. At the January 10<sup>th</sup> staff meeting, faculty will practice their presentations.

Fritz suggested that emeriti faculty be invited for a luncheon meeting. The proposed date is Friday, November 22.

Fritz distributed current department budget information. We are doing well so far. We have not received our quarterly bill for computer support yet. That amount could be a concern. Fritz will be sending a questionnaire to all staff on the level of satisfaction with the current computer support and asking for suggestions about how to improve computer support for AgLEC.

Announcements – Faculty and graduate students in attendance discussed individual recent successes and upcoming events. King announced that new IRB procedures and regulations are now available.

Fritz has been trained as a Gallup Climate Survey facilitator. AgLEC's results will be shared at the October 18<sup>th</sup> staff meeting.

Meeting adjourned at 2:40 p.m.

Submitted by Betty James  
September 17, 2002