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March 2006 - Staff Meeting Minutes

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Department of Agricultural Leadership, Education and Communication
Staff Meeting Minutes
Friday, March 24, 2006
311 Ag Hall

Present: Barrett, Bell, Fairchild, Fleming, Gifford, Husmann, James, King, Matkin, Story, Wheeler

Wheeler called the staff meeting to order at 10:05 a.m.

Approval of Minutes – A motion was made and seconded to approve the minutes of the February 17, 2006, staff meeting. Motion passed.

Graduate Student Association (GSA) Update – Gifford and Story reported on the March 6th meeting held by GSA. Barrett and Husmann attended and answered questions from the students. Husmann suggested a meeting such as this is held annually. The GSA will be updating their constitution and planning a social event for the group. Matkin is the faculty advisor.

P&T Committee – Barrett reported the annual workshop for P&T chairs and department heads will be held on Monday, October 23, 2006 (2:00-3:30 pm), 116 LW Chase.

Undergraduate Committee – Bell reported they met this morning and will be developing a policy on the service learning module. A retreat will be held soon to address this issue. All electives are now free electives for the leadership in AgLEC which gives students more flexibility. The 20-hour service requirement for ALEC 102 is listed in the Schedule of Classes so students will be aware of this before they register for the class. Krystle Christner reported to the committee on her recruitment activities. AgLEC plans to take an active part in the Cyber Fair at the State Fair this fall. Our theme will be careers. Matkin has volunteered to be the point person. Discussion. It was decided we should pursue this but look closely at it to make sure this is the right audience for us. Husmann distributed PEARL Guidelines with the reporting schedule.

Graduate Education and Research Committee – Husmann reported they met this morning. Billie Strand attended and discussed possibilities for on-line courses for both undergraduate and graduate programs. Wheeler attended the meeting at Iowa State about the distance education consortium and suggested we pursue the consortium. Waller will provide some start-up dollars. Husmann moved we participate in the distance education consortium especially in the leadership area. Barrett seconded. Discussion. Motion passed. Iowa State is already committed for fall 2006. Husmann reported a Graduate Faculty Retreat will be planned for mid to late May.

Faculty Advisory Committee – Husmann reported on the Image Study.

CASNR Curriculum Committee – Husmann reported the CASNR Curriculum Committee will support the development of a new “Hospitality, Restaurant and Tourism Management” major. The AgLEC leadership option revision was approved. Since this is Husmann’s last year on the

CASNR Curriculum Committee, a new faculty member from AgLEC needs to be selected. It is a two-year commitment.

Academic Senate – King reported plagiarism remains an issue that should be addressed in the classroom. Students need to be made aware plagiarism is cheating. The 15th week policy (formerly Dead Week) is in effect.

Purchasing Card Use – Wheeler reported there has been abuse of the UNL purchasing card in IANR. As we all know, personal purchases are not allowed.

AgLEC Unit Planning Session – Wheeler reported the AgLEC report was approved as submitted but quite a few suggestions for improvement were included. Discussion.

Recruitment – Matkin reported on recruitment activities. We will need a new graduate assistant for next fall since Krystle Christner will be leaving.

Advisory Council Meeting – The next meeting will be on Wednesday, April 11, and faculty are encouraged to attend.

Budget – Wheeler distributed copies of the current department budget. We do have some extra dollars to spend before the end of the fiscal year. Send an e-mail to Wheeler with proposals for professional development or equipment purchases.

Announcements – CASNR Week begins Saturday, April 8.

During CDE events, Fleming announced AgLEC will again host a Hospitality Room for Ag Educators at the Cornhusker Hotel (April 5-7). Hosts are needed and a sign-up sheet is posted by the mailboxes.

Master's Week 2006 nominations are due in April. Please send possible candidate names to Wheeler or Fleming.

Next staff meeting will be **Friday, April 21 – 10:00 a.m.**

Meeting adjourned 11:35 a.m.

Submitted by Betty James
March 30, 2006