

9-21-2007

## September 2007 - Staff Meeting Minutes-

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**Department of Agricultural Leadership, Education and Communication**  
**Staff Meeting Minutes**  
**Friday, September 21, 2007**  
**311 Ag Hall**

**Present:** Barrett, Baumert, Bell, Ellis, Fleming, Gifford, Harding, Husmann, James, King, Matkin, Moody, Noble, Smola, Story, Troumbley, Wheeler  
**Guest:** Kurt Frederick, Assistant Director for Outdoor Recreation

Wheeler called the staff meeting to order at 10:00 a.m.

*Approval of Minutes* – Ellis moved to approve the minutes of the May 18, 2007, staff meeting. Matkin seconded. Motion passed.

*Promotion and Tenure Committee* – Barrett reported that Kris Baack, Gary Meers, and Janet Poley have requested continuation of their courtesy appointments with AgLEC. Discussion. Barrett moved that Baack, Meers, and Poley be granted three-year courtesy appointments in AgLEC. Matkin seconded. Motion passed. Barrett also reported that Dennis Brink has requested a courtesy appointment with AgLEC. Discussion. Barrett moved that Brink be granted a three-year courtesy appointment with AgLEC. Matkin seconded. Motion passed.

*Undergraduate Curriculum Committee* – Husmann reported that there is a new CASNR candidacy status requirement for undergraduate students. Advisors will be filling out the form for each student. Strategic planning work will be discussed at the faculty retreat. The 2007 L.K. Crowe Undergraduate Advising Award will be presented on Thursday, October 11. Faculty – if you have not already done so, please enter your academic appointment information into your eAFRA. Just save the information, don't submit it.

Kurt Frederick from Campus Recreation joined the group. He started his job on June 1<sup>st</sup> at the University of Nebraska-Lincoln. Frederick discussed leadership training and activities as a part of an "Outdoor Leadership Class." He is very interested in combining leadership activities in AgLEC with what they do at Campus Rec with students. Students will become certified outdoor leaders. Please contact him at kfrederick2@unl.edu.

*Graduate Education and Research Committee* – King reported they met this morning and discussed goals and objectives. The procedure for Option III papers is in the Graduate Student Handbook. New courses are being proposed. ALEC 800 – Program Planning (Bell) is in the last stages of being approved. ALEC 914 – Myers-Briggs (Barrett/Matkin) has been approved by the AgLEC committee and will move forward. The course rotation for graduate courses is also being looked at.

*Servant Leadership Conference* – Wheeler reported the attendance was not high enough. We had 55 attend, wanted 100 participants. It is developmental and people are thinking about servant leadership.

*ACE Program* – Husmann presented information on the General Education Reform Initiative (proposals I and II). Discussion. Husmann moved that AgLEC approve proposals I and II of the

General Education Reform Initiative. Barrett seconded. Motion passed. Draft versions of proposals III and IV will be available soon.

*Department Head Search* – Husmann reported that the search committee has been certified and met last week to approve the position description and position announcement. We have ten nominations for this position, and letters will be going out to those people soon to ask them to apply if they are interested. The closing date for applications is November 19.

*Proposed CASNR Leadership Certificate* – Moody reported on this leadership certificate that has been piloted in Animal Science since 2001. The program will be administered through the CASNR Dean's office. Dean Waller encouraged us to apply for a UNL Initiative for Teaching and Learning Excellence (ITLE) grant to support the first two years of the program, then CASNR will provide support in the third year. Husmann moved we proceed with this proposal which includes a .50 FTE faculty position and Ph.D. graduate assistant position. Ellis seconded. Motion passed.

*CASNR Curriculum Committee* – As stated earlier, Barrett reported Bell's class ALEC 800 – Program Planning was approved by CASNR.

*Recruitment* – Smola distributed a report on AgLEC recruitment activities. CASNR had a 11.7% increase in enrollment for Fall 2007.

*Business Continuity Plan* – Fleming distributed copies of AgLEC's plan and asked for feedback by October 1<sup>st</sup>. The committee of Barbuto, Bennetch, Ellis, Husmann, and Pennisi worked hard on this task. Moody noted there will be training for natural disasters available on campus.

*Graduate Student Association (GSA) Update* – Gifford thanked everyone for attending the ice cream social. Smola and Heading have joined the leadership team of the GSA. The goal is to plan monthly activities. The next activity is the Advisor Forum on Tuesday, October 16, at 7:00 p.m.

*Department Retreat in October* – Wheeler distributed a draft agenda for the retreat to be held on Friday, October 12. We will continue to work on developing AgLEC's strategic plan. It needs to follow the University's strategic plan which includes: 1) developing talent for Nebraska and 2) economic development for Nebraska.

*UDTA Award* – Wheeler reported that we have worked out moving the \$25,000 to the Foundation. Interest will be used for teaching associated activities and to encourage others to invest in AgLEC.

*Budget Update* – Wheeler presented budget information through August 31. This is the beginning of the fiscal year so we are doing fine.

Meeting adjourned at 11:35 a.m.

Next staff meeting will be **November 9 at 10:00 a.m.**

Submitted by Betty James  
September 28, 2007