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ALEC Committee Minutes

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## December 2008 - Staff Meeting Minutes

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**Department of Agricultural Leadership, Education and Communication**  
**Staff Meeting Minutes**  
**Friday, December 12, 2008**  
**311 Ag Hall**

**Present:** Mark Balschweid, Jay Barbuto, Leverne Barrett, Lloyd Bell, Kathy Bennetch, Heather Borck, Jason Ellis, Dick Fleming, Greg Gifford, Jennifer Greenlee, Janice Hamer, Heath Harding, Dann Husmann, Betty James, Tom Kraft, Gina Matkin, Lisa Pennisi, Kelly Phipps, Joana Story  
Guest: Dana Boden

Balschweid called the meeting to order at 10:00 a.m. and introduced Dana Boden, Associate Professor, from University Libraries. She is the library liaison assigned to our department. Boden presented information about the library website ([iris.unl.edu](http://iris.unl.edu)) and the search engines available there.

*Approval of Minutes* – A motion was made and seconded to approve the minutes of the November 21, 2008, staff meeting. Motion passed.

*Promotion and Tenure Committee* – Barrett reported the committee reviewed the pre-tenure faculty eARFAs and faculty not fully promoted (on a two-year rotation). All pre-tenure faculty were recommended for appointment renewal.

*Undergraduate Curriculum Committee* – Husmann reported the committee met this morning and discussed the Industrial Tech minors that will be moving forward. Kraft will be putting a package together for the CASNR Curriculum Committee.

*Graduate Education and Research Committee* – Barrett reported that the committee approved the Option III for the masters program which includes 6-9 hours of research. It is not just for students continuing into a doctoral program any longer.

*Faculty Advisory Council* – Barbuto reported Waller says budget concerns are starting to be real. All new positions with no job offers will now go through an approval process before the job offer is made. AGRI301 will most likely become a department-level responsibility as an introductory agriculture course for transfer students. A subcommittee has been formed to address questions for the Professor of Practices positions. Another question being studied by a subcommittee is – should external letters be part of the Promotion and Tenure process at UNL? Currently, UNL does not require external letters. Feedback will be provided to John Owens by February 28. There are pros and cons to this, and departments need to discuss the issue. Faculty up for promotion and tenure would need to be doing things differently if external letters are part of the package.

*CASNR Curriculum Committee* – Matkin reported program proposals have been coming forward that include ACE course designations for courses yet to be approved. All courses should be approved before being included. Another issue that needs to be addressed is the fact that some students don't have the basic knowledge for life science courses that are listed as introductory. Basic life science courses are needed.

*Faculty Senate* – no report.

*CASNR Recruitment and Retention* – no report.

*Recruitment* – Borck reported for Smola that everything was covered in the meeting earlier today.

*Decorating Committee* – Bennetch reported the movers are coming today at noon to move Balschweid, Barbuto, and Fleming furniture. Those three offices will be painted next week. The next round of offices to be painted will happen during Spring Break. Balschweid reported the office allocation process has been started to determine who will be moving into Barrett’s office. This needed to be decided before the office is painted since Barrett will be retiring in June. It has been determined that Matkin will be moving to Barrett’s office. Now Matkin’s office is available for the next faculty member on the list.

*Graduate Student Association (GSA) Update* – Story announced that a large group met at YiaYias. Today is the last Leadership Roundtable. Next year the group is planning something similar.

*2009 Research Conference* – Balschweid announced that we will be hosting the North Central American Association for Agricultural Education (AAAE) conference in September. Bell is the national president of the AAAE. Twenty states will be represented with Nebraska the most western state. Bell announced that the planned attendance at the conference is 100-200+, and it will be held at the Embassy Suites in Lincoln.

#### *Announcements*

- Balschweid announced that the AgLEC Retreat will be held on Wednesday, January 7, beginning at 8:00 a.m. An agenda has been sent out.
- The AgLEC graduation reception will be held on Friday, December 19, at 2:30 p.m. in the East Campus Union.
- Monthly updates through Breeze are being planned by Extension. It would be a one hour program. Extension administration is asking departments to volunteer to participate. Husmann, Ellis, Pennisi, and Barrett expressed interest in discussing the idea.
- Matkin announced that Rick Rudd’s program will be held on January 9 to help students become better critical thinkers. Table facilitators are needed. Let Harding or Matkin know if you are interested in helping out.
- Husmann encouraged all to attend the CASNR graduation breakfast to be held on Saturday, December 20, at 7:30 a.m. And, Barbuto encouraged faculty to attend the graduation ceremony on December 20 to support our graduates.
- Matkin announced that on January 15 the Snow Stomp dance will be held in the Great Plains Room at the East Campus Union. It should be a fun time with free Pepsi products.

*Budget Update* – Balschweid presented budget information as of December 11, and then presented information on “How might the impending state budget downtown impact IANR?” We are in a good budget situation and are starting the planning process earlier this time. There are no anticipated mid-year budget reductions. Discussion. Harding, Story, and Barrett volunteered to be on a committee to brainstorm budget ideas for AgLEC.

Meeting adjourned at 11:50 a.m.

Next staff meeting will be **January 16** at 10:00 a.m.

Submitted by Betty James  
December 16, 2008