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March 2009 - Staff Meeting Minutes

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Department of Agricultural Leadership, Education and Communication
Staff Meeting Minutes
Friday, March 27, 2009
311 Ag Hall

Present: Mark Balschweid, Jay Barbuto, Leverne Barrett (by phone), Lloyd Bell, Heather Borck, Jason Ellis, Dick Fleming, Greg Gifford, Heath Harding, Dann Husmann, Betty James, Jim King, Gina Matkin, Donnette Noble, Lisa Pennisi, Alyssa Smola, Joana Story

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

Undergraduate Curriculum Committee – Husmann reported the committee's meeting was postponed this morning due to the Graduate Committee running long. He asked permission to present some business items at this meeting. Husmann asked for a motion to accept the course modification for ALEC 304 presented by Tom Kraft. Matkin moved and Pennisi seconded. Motion passed. Barbuto presented the fact that ALEC 414/814 – Classic Figures in Leadership has not been taught for several years. This was also discussed in the Graduate Committee meeting earlier today. King agreed to explore the possibility of teaching this course for AgLEC. Husmann announced that record retention of our student files will be discussed at the April meeting. What do we do with student files once they graduate from our program? Faculty have been sent an email from Bennetch regarding record retention. Please respond before the semester is over. The plan is to work on cleaning out files this summer. Husmann also reminded faculty to look at the Undergraduate Bulletin edits for their program. They should have received a yellow copy. ACE certification and capstone courses need to be added.

Approval of Minutes – A motion was made by Husmann and seconded by Barbuto to approve the minutes of the February 20, 2009, staff meeting. Motion passed.

Promotion and Tenure Committee – Barrett reported the P&T Committee received a request from Amy Boren for a courtesy appointment in AgLEC. Barrett moved we approve Boren for a courtesy appointment. Matkin seconded. Discussion. Motion passed unanimously. The P&T Committee also recently had a meeting with Balschweid to discuss his evaluation.

Graduate Education and Research Committee – King reported the committee met this morning, and Ellen Weissinger, Dean of Graduate Studies, attended. She discussed the issues of what we want our graduate program to be. The discussion was informative, insightful, and very helpful. The committee will continue meeting to enact Weissinger's suggestions. The committee also looked at filling the rest of the graduate assistantships for next year.

Faculty Advisory Council – Barbuto reported they met on March 9th. The minutes are attached.

CASNR Curriculum Committee – Matkin reported they did not meet over Spring Break.

Faculty Senate – King reported the Faculty Senate is involved in the Life Sciences discussion. Please respond to "How much do you use" surveys that you may receive from UNL sources.

CASNR Recruitment, Retention & Planning Committee – No report.

AgLEC Recruitment – Borck reported we currently have 20 new students for new fall – 17 freshman and three transfer students. And, we have ten potential May graduates – 7 Ag Education and 3 Ag Journalism. We will be having a Graduation Reception to be held in 311 Ag Hall.

Decorating Committee – Bennetch reported the Spring Break painting project went very well, and the new display case is up in the reception area. Please send your decorating ideas for wall art to the committee members – Bennetch, Fleming, Hamer, Greenlee, and Phipps. The summer painting project(s) will be planned soon. The plan is to be all done with the painting projects by the start of the fall semester. This includes the classroom and the grad office.

Husmann distributed a list of CASNR Week Activities which include a banquet on April 19th and lunch on April 20th and April 22nd. Husmann also reminded everyone that 2500 high school students will be on campus for the Career Development Events beginning April 1st. Fleming passed around the sign-up sheet for the Hospitality Room at the Cornhusker Hotel. He will open and close the room each day. This is a time to build relationships with the Ag Ed instructors, as well as a good recruiting opportunity for AgLEC.

Graduate Student Association Update – Story reported they are still looking for new leadership for the group. Discussion.

AgLEC Strategic Planning Process – Balschweid presented the March 26th draft plan of the AgLEC Strategic Plan. We are continuing to move forward. Meetings will be held on the International portion and the Research portion for faculty to attend.

CASNR Image Study – Balschweid reported he has received no questions from faculty or staff for the image study. Consequently, he has written the following questions and is ready to submit them since they are due today.

1. Should the Department of Agricultural Leadership, Education and Communication offer a program and/or degree in 4-H Youth Development and/or Extension Education?

2. Should the Department of Agricultural Leadership, Education and Communication offer an undergraduate degree in Agricultural Leadership?

3. How did you become aware of your major in the Department of Agricultural Leadership, Education and Communication? (choices to include: Big Red Roadshow, State FFA Convention, 4-H involvement, State FFA Officers, Departmental Recruiters, other? If other, please specify___).

4. Who influenced you in choosing a major in the Department of Agricultural Leadership, Education and Communication? (choices to include: parents, agricultural education teacher, other teacher, 4-H youth educator, school counselor, friends, recruiter, other? If other, please specify____).

2009 Research Conference – Balschweid reported plans continue to develop for the September 27-29 conference. A sign-up sheet will be circulated by Bell for all to volunteer.

Advisory Council – Fleming reported the agenda for the April 15th meeting will be distributed soon. An orientation meeting for the new members will begin at 9:00 a.m. with the regular meeting beginning at 10:00 a.m. All program areas in AgLEC will be asked to give a 3-5 minute update at the start of the regular meeting.

Budget Update – Balschweid distributed budget information as of March 26th. We are in a “wait and see”

mode with the University budget.

CSREES Review Update – Balschweid reported the AgLEC Review will be probably be held in March 2010.

Announcements – The UNL Research Fair will be held April 14-16. Two grants have been submitted recently by Phipps and Pennisi totaling over $300,000. Dee Trudeau will be here on April 17th to make a presentation with some of her undergraduate students.

Meeting adjourned at 11:30 a.m.

Next staff meeting will be **Friday, April 17**, at 10:00 a.m.

Submitted by Betty James
April 2, 2009