

11-13-2009

November 2009 - Staff Meeting Minutes

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Department of Agricultural Leadership, Education and Communication (AgLEC)
Staff Meeting Minutes
Friday, November 13, 2009
311 Ag Hall

Present: Mark Balschweid, Jay Barbuto, Lloyd Bell, Kathy Bennetch, Heather Borck, Brad Barker, Jason Ellis, Dick Fleming, Jennifer Greenlee, Janice Hamer, Dann Husmann, Betty James, Jim King, Tom Kraft, Gina Matkin, Donnette Noble, Lisa Pennisi, Kelly Phipps, Heather Stewart, Mike Wilmot

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

Approval of Minutes – A motion was made by Ellis and seconded by Matkin to approve the minutes of the October 9, 2009, staff meeting. Motion passed.

Old Business –

CSREES Review – Fleming distributed an outline for faculty to use when providing eARFA-like information for the departmental review report. Discussion. Also, Balschweid has requested curriculum vitae from all faculty. Balschweid asked everyone to save the date of January 5, 2010, for the annual retreat. King passed around a list of masters and doctoral graduates that is being compiled for the review report. Please add any information you can provide in the blank spaces. We would like to get this information completed before Christmas. We need to get the final draft of the review document to Dean Waller by February 19, 2010.

AgLEC Reorganization – Balschweid reported a needs assessment has been developed. Also, three faculty position descriptions have been submitted to Waller. As the current budget situation develops, cuts have gone deeper. CIT will probably not exist as a separate unit after the end of December.

Balschweid announced that Lindsay Hastings and a graduate student with the Nebraska Human Resources Institute (NHRI) will be relocating to our offices by the end of December. They are a practical leadership program for youth in Nebraska and are supported by a foundation. We will be providing office space and some clerical support.

International Study Abroad – Ellis reported the England study abroad course continues to be in the planning process. However, it is no longer a joint project with Purdue University. The dates are May 17-31, 2010, and he is working with the UNL Study Abroad office on the details of the trip. December 10th is the deadline for applications and deposits from students. Currently, there are nine students interested. The cost will be \$3,000-3,500 and will include all expenses except U.S. domestic travel and souvenirs.

AgLEC Strategic Plan – Balschweid distributed the new draft strategic plan (dated November 11, 2009) and asked for comments on the teaching section. Discussion. Faculty will vote by email ballot to Kathy Bennetch. Please submit your “yes” or “no” vote by 5:00 p.m. on Friday, November 20th. If you have suggestions for revisions, please submit them by email also.

Update on Open Searches – Balschweid announced we have five completed applications for the State Ag Ed Specialist position. Bell is the chair of the search committee, and the position closes in early

December. And, we have four completed application for the HRTM-Tourism position. Pennisi and Husmann are on the search committee for that position.

New Business –

Linda Moody requested a courtesy appointment in AgLEC. The P&T committee reviewed her materials and recommended her for the courtesy appointment. Pennisi seconded. Discussion. Motion passed unanimously.

Balschweid distributed the list of committee assignments for 2009-2010 (see attached), and thanked Fleming for his assistance with this.

Balschweid distributed a list of support staff changes (see attached). Betty James will be doing more accounting and SAP travel and will move to Jennifer Greenlee's desk. Kathy Bennetch will move to the desk outside Balschweid's office and serve as his secretary. Jennifer will take over the main receptionist duties. Janice Hamer is not moving. Discussion.

Announcements –

Bennetch announced the Social Committee met recently. There will be a coffee get-together for AgLEC and CIT on Friday, December 4th, from 8:30-9:30 a.m. in 311 Ag Hall. On Tuesday, December 15th, the Ag Hall potluck holiday luncheon will be held in 311 Ag Hall. And, Friday, December 18th, is the CASNR salute to graduates.

Matkin announced that Donnette Noble will be teaching one section of four classes (ALEC 807, ALEC 302, ALEC 466, ALEC 202) next semester. Matkin announced there are some minor changes in graduate assistant assignments. Heather Borck will be working with Lloyd Bell on the AAAE conference in Omaha. Mike Wilmot will be working as a teaching assistant for both sections of ALEC 202. And, both will continue to work with recruiting activities.

Bennetch distributed a ballot to vote on the word design for the back chocolate wall in 300 Ag Hall. Please return the ballots to Bennetch by November 18th.

Balschweid was asked for an update on the budget. With the next budget cuts, Vice Chancellor Owens has made the commitment to not touch academic programs, if possible.

Matkin announced that Ryan Meers and Kelly Phipps successfully defended their dissertations this week. Congratulation to both of them!

Meeting adjourned at 11:15 a.m.

Next staff meeting will be Friday, December 11th.

Submitted by Betty James
November 16, 2009