4-2-2002

April 2002 - Advisory Council Minutes

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Minutes from Meeting on Tuesday, April 2, 2002

Council Members Present: Tim Dorn, Tom Duis, David Grimes, Dave Howe, Jim Janda, Angela Leifeld, John Malin, Jennifer Reimers, Kris Speth, Gayle Starr, Angela Watts

AgLEC Members Present: Jay Barbuto, Leverne Barrett, Lloyd Bell, Arlen Etling, Patricia Fairchild, Dick Fleming, Janet Fox, Dann Husmann, Susan Fritz, Betty James, Jim King, Jerry Parsons, Kay Rockwell, Philip Simpson

Guest: Dean Elbert Dickey

Chairman Malin called the meeting to order. Introductions were made around the room. Fritz commented that AgLEC is fortunate to have a strong Advisory Council. She distributed a current organizational chart for the Institute of Agriculture and Natural Resources (IANR) and explained the structure of IANR. Starr moved and Duis seconded to approve the minutes of the October 2, 2001, meeting. Motion passed.

Fritz gave an update on the Department. The Ag Journalism position is still not filled. It was discussed at AgLEC's annual planning session with the IANR Administrative Council in January. As a result, Dean Marjorie Kostelnik, Dean Steve Waller, Fritz and others will meet to discuss collaboration between CASNR and the College of Human Resources and Family Sciences. The Ag leadership position is on hold because of budget considerations, however, there is support for it. AgLEC's graduate program has had tremendous growth – both masters and doctoral. Dan Wheeler from OPOD will be joining AgLEC on July 1st with a full-time graduate leadership faculty position. The Office of Professional and Organizational Development (OPOD) is closing June 30 – a victim of budget cuts. Parsons will be taking partial retirement beginning Fall 2002. He will teach a full load in the fall semester and take the spring semester off for three years. After that, he will take full retirement. We have two new courtesy faculty appointments – Janet Fox from the Southeast Research and Extension Center and Gary Meers from the Department of Special Education and Communication Disorders. AgLEC has many outreach activities including Neighbors Working Together, collaborations with the MEAD Magnet project. The Leadership and Public Issues Action Team is presenting a Leadership Academy in June. The HOPE project in Hartington is expanding to include Pierce and Plainview. Fritz spent the month of February in Russia with a study abroad program. She taught a course to students who are studying for one semester at Moscow State University. We also have many research activities including a recent Career and Technical Education survey.

Bell discussed the collaboration with Syngenta. Students were able to work with Syngenta and gain sales experience. This experience reinforced the need for a sales course at UNL. There have been discussions with community college instructors, industry and the university working together to provide a sales course for UNL students. The plan is to offer it in Fall 2002. The class can be offered for three years under a special project number. After that, it will need to go to the CASNR Curriculum Committee for formal approval and a permanent course number.

Husmann presented data from the Governors Summit on Career and Technical Education held on March 4. Fritz and Husmann presented a report at the summit on statewide research – a snapshot of CTE in Nebraska. Discussion. On the Nebraska Report Card, Career and Technical Education is not represented at all. What can be done to help superintendents, school board presidents and legislators become more informed about career and technical education? We need to be working at all levels – local
and state. Husmann, Bell, and Fritz will write a white paper on this subject and report back to the Advisory Council in the fall.

Dean Elbert Dickey joined the group and answered questions about Cooperative Extension. We need to make sure we are delivering programs that address critical issues across Nebraska. In Extension there has been a tendency not to market the outcomes and accountability of programs. The number one preference for delivery of programs is still face-to-face but the number two preference to receive information is computer-based. People want information from the web giving them the opportunity to receive information on their schedule. Cooperative Extension has a very strong tradition and is responding to critical issues, but the way information is delivered is changing. We need to change stereotypes. Extension will begin to encourage and require applied research activity across Nebraska. There is the opportunity to recruit students through Extension. A new slogan for Extension is “4-H – your first class at the University of Nebraska.” 4-H is an education-based program and is more than just a set of activities. Dickey does not use the word “service” in regard to Extension. Their programs and activities are educational, not service.

After lunch Barbuto led a group activity about issues members are encountering in their communities. The group was divided into four groups. They were asked to identify issues in the categories of social, technology, economic, environmental, and political (STEEP). Then the groups categorized them for AgLEC according to Research, Teaching, and Outreach/Extension. (See attached.)

King led the discussion on Budget Challenges for the University. King serves as Secretary for the Academic Senate and has attended many meetings and hearings on the budget process. For the first round of cuts, AgLEC was asked to submit a 5% budget cut scenario. As of March 2002, we were informed that we would lose about 2% of our budget beginning July 1. Also in March AgLEC was asked to make sure the scenario still applied and that the additional 3% could be cut. We will not know until Fall about the second round of cuts. Simpson and Reimers responded with the graduate student perspective. Overall, they feel lucky to be part of a growing department and the budget cuts have not yet impacted them a great deal in AgLEC. The loss of the Teaching and Learning Center is a major loss for graduate students especially for those who sought help as new teachers.

Fritz discussed the departmental review that will take place September 18-20, 2002. The Advisory Council members will be sent a copy of the report for their review. Some members may be asked to participate and meet with the review team.

Next meeting – Tuesday, November 12, 2002 (10:00 a.m. to 3:00 p.m.). Please mark your calendars.

Adjourned 2:50 p.m.

Betty James
April 11, 2002
AgLEC Advisory Council Meeting
Agenda
April 2, 2002
10:00 a.m.-3:00 p.m.
East Campus Union

10:00-10:15 a.m. Call meeting to order, introductions (John Malin)
Review History and Operating Procedures of the Advisory Council
(see handout)
Approve minutes of the October 2, 2001 meeting

10:15-10:30 a.m. Department Update (Susan Fritz)

10:30-10:45 a.m. Syngenta Collaboration (Lloyd Bell)

10:45-11:30 a.m. The State of Career and Technical Education in Nebraska (Dann Husmann)
Presentation and Discussion

11:30 a.m.-12:00 p.m. Cooperative Extension and AgLEC (Dean Elbert Dickey)

12:00-12:15 p.m. Break

12:15-1:00 p.m. Lunch

1:00-2:00 p.m. What are the issues members are encountering in their communities?
(Group activity led by Jay Barbuto)

2:00-2:30 p.m. Budget Challenges (Jim King)
Impact on University, IANR, AgLEC
Graduate Student Response

2:30-2:45 p.m. 5-Year Review (Susan Fritz)
What is it, why do we do it, how does it relate to the Advisory Council

2:45-3:00 p.m. Questions, Comments (John Malin)

3:00 p.m. Adjourn
Spring 2002
AgLEC Advisory Council

Tom Duis
Southeast Community College
RR #2 Box 35A
Beatrice NE 68310

Mary Gerdes
Gerdes Farms, Inc.
RFD #1 Box 76
Johnson, NE 68376

Dave Howe
20120 North Stable Drive
Eagle, NE 68347

Don Hutchens
Nebraska Corn Board
Box 91507
Lincoln, NE 68509

Deanna Karmazin
Lancaster County Extension
444 Cherrycreek Rd.
Lincoln, NE 68528-1507

Angela Leifeld
Mead Public Schools
115 N. Elm, Box 158
Mead, NE 68041

John Main
United Farmers Coop
1403 Road 14
York, NE 68467

Jim Nemec
Nebraska City Public Schools
141 Steinhart Park Rd.
Nebraska City, NE 68410

Kris Spath
701 N. 238th Street
Eagle, NE 68347

Gayle Starr
Department of Natural Resources
301 Centennial Mall South
Lincoln, NE 68509

Bud Stolzenburg
Cherry County Extension
Box 48
Valentine, NE 69201-0048

Angela Watts
John Deere Company
3702 Avenue N
Kearney, NE 68847

Dave Wolthuis
United Suppliers
3910 South 40th Street
Lincoln, NE 68506

Jennifer Reimers
AgLEC Graduate Student Assn
300 Ag Hall 0709

Jim Janda
FFA Alumni
3821 Baldwin St. #43
Lincoln, NE 68504

Tim Dorn
Ag Ed Club
12800 Firth Rd
Firth, NE 68336

Ardyce Bohike
#7 Village Drive
Hastings, NE 68901

Jack Broderick
Seward Public Schools
532 Northern Heights
Seward, NE 68434-1076

David Grimes
22300 North First Street
Raymond, NE 68428

Dave Wolthuis
United Suppliers
3910 South 40th Street
Lincoln, NE 68506

Mike LePorte
KRVN 880 Farm Radio
P.O. Box 880
Lexington, NE 68850-0880

Deanna Karmazin
Lancaster County Extension
444 Cherrycreek Rd.
Lincoln, NE 68528-1507

Ardyce Bohlke
#7 Village Drive
Hastings, NE 68901

Dale Kabes
1214 Washington Ave
Central City, NE 68826

Angela Leifeld
Mead Public Schools
115 N. Elm, Box 158
Mead, NE 68041

Jill Kruger
Ag Communicators of Tomorrow
Chi Omega - 480 N 16th St
Lincoln, NE 68508-1694

Jim Janda
FFA Alumni
3821 Baldwin St. #43
Lincoln, NE 68504

Mary Gerdes
Gerdes Farms, Inc.
RFD #1, Box 76
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Dave Howe
20120 North Stable Drive
Eagle, NE 68347

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Nebraska Corn Board
Box 91507
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Lancaster County Extension
444 Cherrycreek Rd.
Lincoln, NE 68528-1507

Angela Leifeld
Mead Public Schools
115 N. Elm, Box 158
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John Main
United Farmers Coop
1403 Road 14
York, NE 68467

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141 Steinhart Park Rd.
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701 N. 238th Street
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301 Centennial Mall South
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Valentine, NE 69201-0048

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Ardyce Bohlke
#7 Village Drive
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## Group #1

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<thead>
<tr>
<th>Social</th>
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<td>Aging Population</td>
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<td>Leaders not developing</td>
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<td>Revenue/budget crisis</td>
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<td>Collaboration with agency/dept/org</td>
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## AgLEC

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<td>Q. Emerging civic organizations?</td>
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## Group #3

### STEEP

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<td>urban sprawl</td>
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### AgLEC

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<tr>
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#### STEEP

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<td>Plant closings/ Business loss</td>
<td>Urban Sprawl</td>
<td>Budget cuts</td>
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<td>Internet</td>
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<td>Facilities, etc.)</td>
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#### AgLEC

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<td>(Crime - Immigration Issues, etc.)</td>
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Dear AgLEC Colleagues:

I would like to express my appreciation to all of you who were able to participate in the AgLEC Advisory Council meeting on Tuesday. I want to particularly note the good works of Dann Husmann, Lloyd Bell, Jay Barbuto, Jim King, Jenny Riemers and Phil Simpson for leading discussions and presentations.

Finally, I would be remiss if I didn’t thank Betty and Dick. Obviously, my recuperation kept me from attending to the pre-meeting details, and they willingly stepped up to address them.

Several Advisory Council members remarked that the meeting was likely the best they had attended and they felt they were able to make valuable contributions to the Department as a result of their participation. Thank you for providing a climate for this to happen!

Susan

Susan Fritz, Ph.D.
Department Head and Associate Professor
Agricultural Leadership, Education and Communication
University of Nebraska
300 Agricultural Hall
Lincoln, NE 68583-0709
E-mail: sfritz1@unl.edu
Phone: 402-472-9559
FAX: 402-472-5863
The name of this group shall be the University of Nebraska Department of Agricultural Leadership, Education and Communication (AgLEC) Advisory Council, hereafter referred to as the Council.

The purpose of the Council will be to assist AgLEC faculty in achieving continuous improvement in all aspects of the Department. The Council will advise the faculty on matters pertaining to programs and curricula. The Council will limit its activities to advising, assisting and advocating on matters that directly concern improving the quality of educational programs offered by AgLEC.

The Council shall consist of a minimum of 15 representatives of the major program areas of the Department. Charter members of the Council shall serve at least a two-year term. At the end of year two, one-third of the Council members will rotate off the Council each year. A three-year term of membership will be established for these members after year four of the Council. Council members will be recommended by the Council in consultation with AgLEC faculty.

The term of membership shall be on a calendar year basis.

The Executive Committee will confer with members who fail to participate in two consecutive meetings to see if they wish to continue.

At least one AgLEC faculty member shall attend each meeting of the Council. AgLEC faculty members shall not be considered Council members.

The Council shall meet at least two times per calendar year – once in the spring semester and once in the fall semester. Special meetings of the Council may be called by the Executive Committee.

Written notice of each meeting shall be mailed to each Council member at least three weeks in advance of the meeting. This notice shall include a tentative agenda developed by the Executive Committee, with input from Council members and AgLEC faculty.

The officers of the Council shall include a Chair and Vice-chair. These officers along with the AgLEC Department Head shall constitute the Executive Committee. These officers shall be elected at the fall meeting of the Council and shall serve a one-year term, and may be re-elected within the membership cycle. Officers shall be elected by a majority vote of the members of the Council present.
The chair shall preside at all meetings of the Council and serve as chair of the Executive Committee.

The Vice-chair shall preside over meetings when the chair is absent and carry out other responsibilities of the chair in his/her absence.

A member of the AgLEC staff shall serve as the recording secretary. The recording secretary shall keep a written record of all meetings, including attendance, file minutes of each meeting in a three-ring binder, send minutes of each meeting to Council members within four weeks after each meeting, and shall be a non-voting *ex officio* member.
Advisory Council Operating Procedures
Department of Agricultural Leadership, Education and Communication
University of Nebraska - Lincoln
Adopted October 27, 1998

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Dear AgLEC Advisory Council Members:

On April 22, Chancellor Perlman announced the second round of budget cuts necessitated by the State's shortfall in tax revenues. Unlike the first round of University of Nebraska-Lincoln budget cuts that were a combination of fairly evenly distributed budget cuts and a few deep cuts, this round of cuts is characterized by primarily deep, targeted cuts.

Unfortunately, this shift in budget cutting strategy disadvantaged a few units for the sake of preserving others. The Department of Agricultural Leadership, Education and Communication (AgLEC) was one of those few units disadvantaged with the announcement of a proposed cut of a vacant, full-time faculty line in Agricultural Journalism.

Between now and the end of the semester, public hearings will be held by the Academic Planning Committee to review the cuts and their impact on the University, with a final decision coming in just a few weeks. A letter will be sent on behalf of the Agricultural Leadership, Education and Communication faculty to the Academic Planning Committee communicating the importance of the Agricultural Journalism program and the departmental programming implications of the cut.

Many of you have been involved in the Department's efforts to revise and update the Agricultural Journalism major and to build administrative support for the position. These efforts resulted in the position being placed on the list of requested Institute of Agriculture and Natural Resources (IANR) faculty positions. Losing this faculty position will mean that students in the Agricultural Journalism major will not have a full-time, tenure-leading faculty member to teach courses, advise and supervise internships in their major.

Not announced, but an indirect result of the budget cut, was also the loss of an Agricultural Leadership faculty position slated for filling in the next two years. The position that was to be released has been filled by the internal transfer of Dr. Dan Wheeler to the Department of Agricultural Leadership, Education and Communication on July 1. Dr. Wheeler has been heading up the Office of Professional and Organizational Development, a casualty of the first round of budget cuts. His scholarly interests and expertise in leadership will be a boost to the Department's graduate leadership development programs.

It is highly unlikely that the Department of Agricultural Leadership, Education and Communication could come out of this process stronger than it was previously. However, please be assured that faculty of the Department remain committed to our mission and specifically to serving the needs of students and our stakeholder groups. Additionally, we must take some solace in the assurance of IANR administration that this budget cut is in no way to be construed as indicating a lack of confidence on their part in the Department's current or future effectiveness.

With your assistance and continued support, we will address this challenge and make the best decisions possible under the circumstances. Please do not hesitate to contact me if you have questions or comments regarding this action.

Sincerely,

Susan Fritz
Department Head and Associate Professor

c: Vice Chancellor Owens
Interim Associate Vice Chancellor Laughlin
Interim Dean Waller
Dean Dickey
Dean Nelson

University of Nebraska–Lincoln University of Nebraska Medical Center University of Nebraska at Omaha University of Nebraska at Kearney
TO: IANR Faculty and Staff
FROM: John Owens
DATE: Thu, 07 Mar 2002

It's no wonder that it's getting increasingly difficult to keep track of the serious budget crisis facing the University of Nebraska (and, of course, all of state government) stemming from the decline in state revenues: To use a theatrical metaphor, Act II in this drama began before the curtain closed on Act I.

Although the plot is confusing and, frankly, unpleasant to contemplate, I do think it's important that all IANR faculty and staff make every effort to stay informed about developments. I'm going to try, in this memo, to bring you up to speed, at least as of the time I'm writing this message (March 7), on a situation that seems to evolve daily.

THE FIRST ROUND OF CUTS

To summarize Act I: Plans to cut about $8.3 million from University of Nebraska-Lincoln spending in 2002-03 -- including about $1.5 million from IANR -- were proposed last month. That plan, announced by Chancellor Perlman Feb. 5, won't be finalized until he weighs the recommendations of the Academic Planning Committee by mid-March. The NU Board of Regents will vote on his final proposal at its April 6 meeting.

UNL's cuts stem largely from last fall's special session of the Nebraska Legislature, which responded to a severe shortfall in projected state revenues by ordering $171 million in budget cuts over the current biennium in a wide array of agencies, programs and services that receive state support -- including $20 million from the NU system's four campuses. NU's cut -- about 2.5 percent of its total budget for 2001-03 -- broke down to more than $8 million in the current year and about $11.2 million for next fiscal year, which begins July 1. Details of how that $8 million cut was handled were announced earlier. The $11.2 million for next year is on deck.

UNL's share of next year's cuts ordered by the Legislature is $5.54 million. The total swelled to about $8.3 million to cover higher-than-expected expenses in several key areas. While this year's temporary cuts were made relatively painlessly, next year's permanent cuts are another matter: Among other impacts, 17 of our UNL colleagues are to lose their jobs, part of an elimination of 70 positions; and raises for faculty and staff next year will be scaled back.

Even with the cuts ordered last fall by the Legislature, we all knew the problem was only partially solved. Legislators and the governor ended the special session last fall with a $50 million revenue shortfall they knew they'd have to deal with in this year's regular session.

THE SECOND ROUND OF CUTS

Even as these painful proposed UNL cuts were being debated by faculty and staff, in both formal hearings and informal conversations around the campus, our challenge became even greater. On Feb. 22 the Nebraska Economic Forecasting Advisory Board announced that the state revenue shortfall had grown by another $135 million, making a total of $186 million in lower revenue that must be dealt with. Gov. Johanns' plan for dealing with this new projection includes a proposed 3 percent cut in NU spending for 2002-03. That's on top of the 2.5 percent cut ordered last fall.

Both NU President Dennis Smith and UNL Chancellor Perlman have made strong arguments against such a deep cut. The president has estimated a 3 percent cut would bring NU's total cut to more than $33 million over two years and could cause elimination of 300 jobs. To put that $33 million figure into some perspective, that's about what it costs to run the University of Nebraska Kearney campus for a full year.

We know we've got some good friends in the Legislature, where counter proposals have outlined a smaller cut in NU's allocation next year. By the time you read this, it's possible the appropriations committee will have developed its preliminary proposal, with a hearing scheduled Friday (March 8) before finalizing it.
What we know at this point is that the university faces still more budget cutting, somewhere in the range of 1 to 3 percent. Our work is going to be cut out for us in achieving any cuts without doing real, lasting harm to our mission.

HOW WE MIGHT DEAL WITH FURTHER CUTS

For starters, we've put a hold on almost all hiring at IANR until we get a better picture of the budget situation. We know this puts a burden on our units and departments who have vacancies in key positions, and we regret that. It's the only responsible thing to do at this point, however, and we appreciate your working with us on this.

As you know, at Chancellor Perlman's request, each of our units last fall came up with a plan to cut 5 percent from their budgets. We expect we will look at what remains in those 5-percent scenarios devised by units as one source to come up with further cuts mandated by the Legislature.

The faculty/staff salary pool for 2002-03 is another place to look to help make up any further cuts. Keep in mind that the chancellor already has scaled back next year's projected average salary increases of 6.3 percent to about 4.56 percent. Further cuts in that pool would complicate the university's goal of improving overall salaries to better compete with other universities for talented faculty. That doesn't mean such cuts shouldn't be considered; it does mean we can't necessarily view that pool as an easy solution to our problems.

PRESIDENT SMITH'S REACTION

As I noted earlier, this outlook is changing almost daily as lawmakers consider their options. I encourage all faculty and staff to keep abreast of those developments. I call your attention, also, to the words of President Smith, who responded Feb. 28 to Gov. Johanns' proposed 3 percent cut in the university's budget this way:

"The University of Nebraska is deeply concerned about the difficult economic situation facing the state and we stand ready to assist the governor and the Legislature in finding a solution. We believe that a strong university is an essential part of that solution...

"Inevitably, cuts of this magnitude will have a long-term negative impact on the key factors that influence our reputation and our ability to attract the best students and faculty. They will also mean an immediate and widespread loss of services to Nebraskans, especially in rural areas.

"The University of Nebraska is the single most important economic driver in the state's economy, and nothing will turn the state around faster than a strong university. Conversely, nothing will be more harmful to the state's economic health than to chip away at the quality of the university. Our programs help businesses get started and succeed, train the future leaders of business and agriculture, and attract financial investment to the state. Only by continuing to educate Nebraskans to become productive contributors to our state's workforce can we achieve long-term financial stability.

"We believe that educating our future leaders and workers, both in the K-12 system and in higher education, should remain a top priority of the state. Over the past two years we have made significant progress in enhancing the quality and reputation of the university. Additional reductions in personnel, programs and services will affect an entire generation of Nebraskans.

"It takes a long time to build a quality university. It can be torn down in a very short time."

SOME FINAL THOUGHTS

I agree with President Smith. But let me also point out that better times will come. In the meantime, it is important to remember our responsibilities as a land grant university, to continue our partnership with Nebraska, to engage in research, teaching and extension education with our usual vigor, and to support each other as professional colleagues, celebrating our successes and exploring the new choices and opportunities that await us. I look forward to making the most of those opportunities with you.
March 18, 2002

Mary Gerdes
Gerdes Farms, Inc.
RFD #1, Box 76
Johnson, NE 68376

Dear Mary:

Members of the Department of Agricultural Leadership, Education and Communication (AgLEC) would like to thank you for agreeing to serve a three-year term as a member of our Advisory Council, expiring December 31, 2004. We feel this will be a mutually rewarding experience as together we continue to build this unit to better serve Nebraskans.

You are among a select group of individuals who represent varied constituents of our department. For example, our Advisory Council includes AgLEC graduates, vocational agriculture teachers, extension educators and specialists, and those engaged in leadership and communication areas serving IANR clients. We also have included leaders in education, business, government, and various walks of life.

The Advisory Council currently meets one day in the fall and spring of each year. Our next meeting is scheduled for Tuesday, April 2. It will be held at the UNL East Campus Union from 10:00 a.m. to 3:00 p.m. An agenda and more information is enclosed.

As is the case in most other IANR departments which have advisory councils, we will cover the cost of meals during our meetings. We are unable to cover the costs of travel and lodging.

If you have any questions about the Advisory Council or the AgLEC department, please contact me at the address above or phone 402-472-2807. We look forward to having you join us in charting the exciting years ahead!

Please return the enclosed Response Card by March 27th, or call Betty James at 402-472-8738 to confirm your attendance. Or, you may reply by e-mail at bjames1@unl.edu.

Sincerely,

Susan Fritz
Associate Professor and Department Head

pc: Dick Fleming
March 18, 2002

Jack Broderick
Seward Public Schools
532 Northern Heights
Seward, NE 68434-1076

Dear Jack:

Members of the Department of Agricultural Leadership, Education and Communication (AgLEC) would like to thank you for agreeing to serve a three-year term as a member of our Advisory Council, expiring December 31, 2004. We feel this will be a mutually rewarding experience as together we continue to build this unit to better serve Nebraskans.

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Sincerely,

Susan Fritz
Associate Professor and Department Head

pc: Dick Fleming
Spring 2002
AgLEC Advisory Council

Tom Duis
Southeast Community College
RR #2 Box 35A
Beatrice NE 68310

Dave Howe
20120 North Stable Drive
Eagle, NE 68347

Deanna Karmazin
Lancaster County Extension
444 Cherry Creek Rd.
Lincoln, NE 68528-1507

John Malin
United Farmers Coop
1403 Road 14
York, NE 68467

Kris Spath
701 N. 238th Street
Eagle, NE 68347

Bud Stolzenburg
Cherry County Extension
Box 48
Valentine, NE 69201-0048

Dave Wolthuis
United Suppliers
3910 South 40th Street
Lincoln, NE 68506

Jim Janda
FFA Alumni
3821 Baldwin st #43
Lincoln, NE 68504

Ardyce Bohlke
#7 Village Drive
Hastings, NE 68901

Mary Gerdes
Gerdes Farms, Inc.
RFD #1 Box 76
Johnson, NE 68376

Don Hutchens
Nebraska Corn Board
Box 91507
Lincoln, NE 68509

Angela Leifeld
Mead Public Schools
115 N. Elm, Box 158
Mead, NE 68041

Jim Nemec
Nebraska City Public Schools
141 Steinhart Park Rd.
Nebraska City, NE 68410

Gayle Starr
Department of Natural Resources
301 Centennial Mall South
Lincoln, NE 68509

Angela Watts
John Deere Company
3702 Avenue N
Kearney, NE 68847

Jennifer Reimers
AgLEC Graduate Student Assn
300 Ag Hall 0709

Tim Dorn
Ag Ed Club
12800 Firth Rd
Firth, NE 68358

Jack Broderick
Seward Public Schools
532 Northern Heights
Seward, NE 68434-1076

David Grimes
22300 North First Street
Raymond, NE 68428

Dale Kabes
1214 Washington Ave
Central City, NE 68626

Mike LePorte
KRVN 880 Farm Radio
P. O. Box 880
Lexington, NE 68850-0880

Steve Oltmans
Papio-Missouri River NRD
8901 South 154th
Omaha, NE 68138

Sandra Stockall
W Central Research & Extension Center
Route 4, Box 46A
North Platte, NE 69101-9495

Tom Wheeldon
Schuyler Central High School
401 Adam Street
Schuyler, NE 68961

Jill Kruger
Ag Communicators of Tomorrow
Chi Omega - 480 N 16th St
Lincoln, NE 68508-1694
March 18, 2002

Jim Nemec
Nebraska City Public Schools
141 Steinhart Park Rd.
Nebraska City, NE 68410

Dear Jim:

Members of the Department of Agricultural Leadership, Education and Communication (AgLEC) would like to thank you for agreeing to serve a three-year term as a member of our Advisory Council, expiring December 31, 2004. We feel this will be a mutually rewarding experience as together we continue to build this unit to better serve Nebraskans.

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Sincerely,

Susan Fritz
Associate Professor and Department Head

pc: Dick Fleming
Department of Agricultural Leadership, Education and Communication
Advisory Council
Minutes from Meeting on Tuesday, November 12, 2002

Council Members Present: Tom Duis, Julia French, Mary Gerdes, David Grimes, Dave Howe, Don Hutchens, Jill Kruger, Angela Leifeld, John Malin, Jennifer Reimers, Kris Spath, Gayle Starr

AgLEC Members Present: Jay Barbuto, Leverne Barrett, Lloyd Bell, Dick Fleming, Susan Fritz, Dann Husmann, Betty James, Jim King, Jerry Parsons, Kay Rockwell, Dan Wheeler

Chairman Malin called the meeting to order. Introductions were made by all present. It was moved and seconded to approve the minutes of the April 2, 2002, meeting. Motion passed.

Fritz gave an update on the Department and introduced Dan Wheeler, the new faculty member in AgLEC. We have an increase in graduate assistants since we have received more grants. AgLEC also has very active doctoral students that are engaged in teaching, research, and service.

Dan Wheeler presented information on the Leadership Academy. The first person has applied for certification. He asked for volunteers from the Advisory Council to help with the certification review process.

Kay Rockwell discussed the Teaching/Learning Emphasis. This past summer a task force was established to review the teaching and learning emphasis. One challenge in Extension right now is that the Extension Educators need training in the teaching area.

Leverne Barrett discussed the new USDA grant - Expanding the Learning Community Experience. It involves the Achievement, Commitment, and Excellence (ACE) program on East Campus and will extend it into a four-year program. Housing students in the program is a challenge. After their second year of college, most have moved out of the dorm. Another challenge is developing new courses.

Lloyd Bell discussed the relocation of the National Association of Agricultural Educators (NAAE) out of Washington, D.C. Bid proposals were solicited and the University of Nebraska was selected as one of the top three (along with Ohio State and University of Kentucky). NAAE chose to go to the University of Kentucky. We were pleased to be one of the top three.

Susan Fritz pointed out the posters around the room. They are the work of ten students in the Animal Science/Ag Leadership pilot project. These students developed the posters for a class project. Fritz also discussed seamless education and the Mead Sciences Magnet Schools. Tiffany Heng-Moss and Connie Reimers-Hild have revised ENTO 115 as a dual credit entomology course for high school and college credit. It will be offered Spring 2003 as a pilot project.

Jill Kruger, Julia French and Jenny Reimers presented information on their student experiences in AgLEC. Jill represented Ag Journalism and had the honor of being chosen Homecoming Queen for UNL on Saturday, November 9. Julia told the group about ag education experiences. Jenny represented the graduate students and explained things that were going on with the graduate program and student opportunities beyond coursework.

After lunch, Dick Fleming passed out the current list of the Advisory Council members and explained the rotation of members. Length of terms and dates of members are listed at the bottom of the sheet. Most members up for renewal agreed to stay on for three more years.

Dick Fleming and Kay Rockwell discussed the Outreach Committee. They also showed the two new departmental displays currently in use and asked for suggestions.
Ideas from the group –

- Need more pictures, especially of students doing things.
- Need more color. It is too black and white. Try to get away from using black.
- Have students staff the booths to talk to students instead of faculty. Prospective students like to talk to current students.
- Have some small things to give away like yo yos, squeezy balls.
- Add picture of current Homecoming Queen.
- Change the title – who does this belong to, who are you? It is hard to tell.
- Vision and mission statements are not needed. No one else cares or understands them.
- Change the board for the audience it is addressing. Add something that is active to attract people to the booth.
- Contact potential audience in advance to increase chances of people stopping by.
- List jobs available with a degree from AgLEC. Also list internship possibilities.
- For an adult audience, use a different display. What is the goal? What is the purpose of the display?
- Assign the project to marketing students to come up with ideas.
- Use seasonal stuff.
- It has to be quick and simple when people look at it. They will not usually take any amount of time to understand the display.

Lloyd Bell explained that the IANR Liaison Committee serves at the pleasure of IANR Vice Chancellor John Owens. Six people are elected by the IANR faculty. The budget cut decisions have been made above this committee. There is the possibility of 27% IANR budget cuts again next spring. IANR has 27% of UNL’s budget; Academic Affairs controls the rest (73%). The committee encouraged the Vice Chancellor to be more public about the cuts. This committee has had good discussions with Owens, and he has provided his rationale. Tice Miller, Academic Senate president, also attends this VC Liaison Committee.

Jim King serves on the Executive Committee of the UNL Academic Senate and presented info to the group. Undergraduates escaped the brunt of this last round of cuts. The Academic Senate promotes shared governance.

Fritz discussed the budget cuts from the departmental view. In the Chancellor’s state of the university address in September, he talked about the vulnerability of small departments. We are a small department but we are very collaborative. Grant activity has been significant in the last few years. There has been tremendous growth in our graduate program. We were down 25% (16 students) in our undergraduate majors, however. We will be offering six $500 scholarships in ag leadership for Spring 2003. One of our strengths is that we are the only unit in the state of Nebraska that trains high school ag education teachers.

The AgLEC Five-Year Review was postponed from September but is now back on for January 28-31, 2003. Summaries and schedules were distributed for the Five-Year Review. The Advisory Council is scheduled to meet with the Review Team on January 29 at 3:45 p.m. We would like to have as many Advisory Council members attend as possible. Current and future challenges listed were discussed.

Next meeting – **Tuesday, March 25, 2003 (10:00 a.m. to 3:00 p.m.)**. Please mark your calendars.

Adjourned 3:05 p.m.

Betty James
November 20, 2002
Agenda – AgLEC Advisory Council Meeting
November 12, 2002
10:00 a.m. - 3:00 p.m.
East Campus Union

10:00 a.m. Approval of Minutes, Introductions

10:10 a.m. Update on the Department – Susan Fritz
New faculty member
Increase in graduate assistants

10:20 a.m. Initiatives in AgLEC:
Leadership Academy – Dan Wheeler
Teaching/Learning Emphasis – Kay Rockwell
USDA Grant - Expanding the Learning Community Experience – Leverne Barrett
NAAE Bid – Lloyd Bell
Seamless Education – Susan Fritz

11:20 a.m. Opportunity for Student Members to Discuss Experiences in AgLEC
Tim Dorn – Agricultural Education Club
Jim Janda – FFA Alumni
Jill Kruger – Agricultural Communicators of Tomorrow
Jennifer Reimers – Graduate Student Association

11:50 a.m. Break

12:00 p.m. Lunch

1:00 p.m. New Advisory Council Member Recruitment

1:15 p.m. Outreach Committee Activity – Kay Rockwell, Dick Fleming

1:45 p.m. University Budget Cuts and AgLEC
IANR Liaison Committee – Lloyd Bell
UNL Academic Senate – Jim King
AgLEC – Susan Fritz

2:15 p.m. Five Year Review – Overview
Distribute Summaries and Schedule

2:45 p.m. Wrap Up

3:00 p.m. Adjourn
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<td>Ardyce Bohlke</td>
<td>#7 Village Drive, Hastings, NE 68901 402-462-9259</td>
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<td>Mary Gerdes</td>
<td>Gerdes Farms, Inc., RFD #1, Box 76, Johnson, NE 68376 402-368-3405</td>
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<td>Don Hutchens</td>
<td>Nebraska Corn Board, 301 Centennial Mall South, Lincoln, NE 68509 402-471-2787</td>
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<td><a href="mailto:d.hutchens@necorn.state.ne.us">d.hutchens@necorn.state.ne.us</a></td>
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<tr>
<td>Angela Leifeld</td>
<td>115 N. Elm, Box 158, Mead, NE 68041 402-624-3435 <a href="mailto:aleifeld@mail.esu2.org">aleifeld@mail.esu2.org</a></td>
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<td>Jim Nemec</td>
<td>Nebraska City Public Schools, 141 Steinhardt Park Rd, Nebraska City, NE 68410 402-873-3831</td>
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<tr>
<td>Gayle Starr</td>
<td>Department of Natural Resources, 301 Centennial Mall South, Lincoln, NE 68509 402-471-3927 <a href="mailto:gstarr@dnr.state.ne.us">gstarr@dnr.state.ne.us</a></td>
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<tr>
<td>Angela Watts</td>
<td>John Deere Company, 3702 Avenue N, Kearney, NE 68847 308-390-4022 <a href="mailto:WattsAngelaS@JohnDeere.com">WattsAngelaS@JohnDeere.com</a></td>
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<td>Jack Broderick</td>
<td>Seward Public Schools, 532 Northern Heights, Seward, NE 68434-1076 402-643-2988</td>
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<tr>
<td>David Grimes</td>
<td>2230 North First Street, Raymond, NE 68428 402-795-2001</td>
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<tr>
<td>Dale Kabes</td>
<td>1214 Washington Ave, Central City, NE 68826 308-946-3883 <a href="mailto:kabes@cconline.net">kabes@cconline.net</a></td>
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<tr>
<td>Mike LePorte</td>
<td>KRVN 880 Farm Radio, P. O. Box 880, Lexington, NE 68850-0860 308-324-2371</td>
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<tr>
<td>Steve Oltmans</td>
<td>Papio-Missouri River NRD, 8901 South 154th, Omaha, NE 68135 402-444-6222 <a href="mailto:oltmans@nrdoc.nrc.state.ne.us">oltmans@nrdoc.nrc.state.ne.us</a></td>
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<tr>
<td>Sandra Stockall</td>
<td>West Central Research and Extension Center, Route 4, Box 46A, North Platte, NE 69101-9495 308-532-3611 x153 <a href="mailto:sstockal1@unl.edu">sstockal1@unl.edu</a></td>
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<tr>
<td>Tom Wheeldon</td>
<td>Schuyler Central High School, 401 Adam Street, Schuyler, NE 69681 402-352-2421 <a href="mailto:twheeld@esu7.org">twheeld@esu7.org</a></td>
<td></td>
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<tr>
<td>Jennifer Reimers</td>
<td>AgLEC Graduate Student Asstn, 300 Ag Hall, 0709 402-472-2618 <a href="mailto:jreimers@unlserve.unl.edu">jreimers@unlserve.unl.edu</a></td>
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<tr>
<td>Jill Kruger, President Ag Communicators of Tomorrow Chi Omega :: 480 N 16th St Lincoln, NE 68509-1694 <a href="mailto:krugerjill@hotmail.com">krugerjill@hotmail.com</a></td>
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<tr>
<td>Julia French, President FFA Alumni 1305 S. 178th Street Lincoln, NE 68520 <a href="mailto:jfrench@hotmail.com">jfrench@hotmail.com</a></td>
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<tr>
<td>Tim Dom, President Ag Ed Club 12800 Firth Rd Firth, NE 68358 <a href="mailto:tdom1@bigred.unl.edu">tdom1@bigred.unl.edu</a></td>
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<td>Tom Wheeldon</td>
<td>Schuyler Central High School, 401 Adam Street, Schuyler, NE 69681 402-352-2421 <a href="mailto:twheeld@esu7.org">twheeld@esu7.org</a></td>
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<tr>
<td>Jennifer Reimers</td>
<td>AgLEC Graduate Student Asstn, 300 Ag Hall, 0709 402-472-2618 <a href="mailto:jreimers@unlserve.unl.edu">jreimers@unlserve.unl.edu</a></td>
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<tr>
<td>Jill Kruger, President Ag Communicators of Tomorrow Chi Omega :: 480 N 16th St Lincoln, NE 68509-1694 <a href="mailto:krugerjill@hotmail.com">krugerjill@hotmail.com</a></td>
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<td>Julia French, President FFA Alumni 1305 S. 178th Street Lincoln, NE 68520 <a href="mailto:jfrench@hotmail.com">jfrench@hotmail.com</a></td>
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<td>Tim Dom, President Ag Ed Club 12800 Firth Rd Firth, NE 68358 <a href="mailto:tdom1@bigred.unl.edu">tdom1@bigred.unl.edu</a></td>
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<td>David Grimes</td>
<td>Seward Public Schools, 532 Northern Heights, Seward, NE 68434-1076 402-643-2988</td>
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<tr>
<td>Mary Gerdes</td>
<td>Gerdes Farms, Inc., RFD #1, Box 76, Johnson, NE 68376 402-368-3405</td>
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<tr>
<td>Mike LePorte</td>
<td>KRVN 880 Farm Radio, P. O. Box 880, Lexington, NE 68850-0860 308-324-2371</td>
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<tr>
<td>Steve Oltmans</td>
<td>Papio-Missouri River NRD, 8901 South 154th, Omaha, NE 68135 402-444-6222 <a href="mailto:oltmans@nrdoc.nrc.state.ne.us">oltmans@nrdoc.nrc.state.ne.us</a></td>
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<tr>
<td>Sandra Stockall</td>
<td>West Central Research and Extension Center, Route 4, Box 46A, North Platte, NE 69101-9495 308-532-3611 x153 <a href="mailto:sstockal1@unl.edu">sstockal1@unl.edu</a></td>
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Term Expires 12-31-04
- David Grimes
- Don Hutchens
- Deanna Karmazin
- John Malin
- Bud Stolzenburg
- Angela Watts

Term Expires 12-31-05
- Jack Broderick
- Mary Gerdes
- Mike LePorte
- Jim Nemec
- Kris Spath
- Sandra Stockall
- Tom Wheeldon

Term Expires 12-31-06
- Ardyce Bohlke
- Tom Duis
- Dave Howe
- Dale Kabes
- Angela Leifeld
- Gayle Starr
- Dave Wolthuis
December 5, 2002

Dear Advisory Council Members:

Enclosed are minutes from the November 12th Advisory Council meeting. Handouts from the meeting are also enclosed if you were not able to attend.

You are invited to participate in AgLEC’s departmental review on Wednesday, January 29, 2003, 3:45-5:15 p.m. in the East Campus Union. You are also invited to a reception with the Review Team, AgLEC faculty, and IANR administration at Kay Rockwell’s home (1411 Kingston Road, Lincoln, NE). This will be held on January 29, 6:30-8:30 p.m. We will be sending more information soon and asking for an R.S.V.P. We hope you can attend one or both of these events.

Please mark your calendars for our next meeting –

Tuesday, March 25, 2003
10:00 a.m. to 3:00 p.m.
East Campus Union

Sincerely,

Susan Fritz
Associate Professor and Department Head
September 19, 2002

Tim Dorn
Ag Ed Club
12800 Firth Rd
Firth, NE 68358

Dear Tim:

Much has happened at the University of Nebraska-Lincoln since our last meeting and I thought I would provide you with a quick update.

First of all, Chancellor Perlman has just announced plans for dealing with the third round of budget cuts. While you have undoubtedly read about specific cuts, in total, 58% of the cuts directly impact off-campus programs, 42% impact on-campus programs, and 28% impact the programs in the Institute of Agriculture and Natural Resources. For the most part, academic programs were spared this round, meaning AgLEC was not affected. Without a dramatic (almost miraculous) economic turnaround in the state, we are bracing for another round of budget cuts next spring.

Secondly, in the midst of planning for the third round of budget cuts, the Department was asked to postpone its September departmental review. I am pleased to report we are trying to secure a date for the review team visit in January 2003. We will have a date soon and discuss the review team visit further at our next Advisory Council meeting on Tuesday, November 12, at the East Campus Union (RSVP with enclosed card, agenda to follow in future mailing).

Finally, the Department's enrollments, programs and projects remain strong and viable thanks to the dedication of our faculty and staff and your support. For example, recent admissions to the graduate program put our number of active Masters and Doctoral students over 100 making our graduate program one of the largest in the Institute of Agricultural and Natural Resources. This is just one of many exciting indicators of a growing, strong program and Department.

Thank you for your continued involvement in our Advisory Council and, on behalf of the AgLEC faculty, I look forward to seeing you on November 12.

Sincerely,

Susan Fritz
Associate Professor and Department Head

Enclosure
Agricultural Leadership, Education and Communication (AgLEC) is a department in the Institute of Agriculture and Natural Resources of the University of Nebraska-Lincoln. The department was established as a result of a 1992 merger between the departments of Agricultural Education and Agricultural Communication. The mission of the department is to foster human capacity in leadership, education and communication through innovative teaching, research, and outreach. The AgLEC faculty reports to a department head, and are accountable to the respective deans of the College of Agricultural Sciences and Natural Resources (CASNR), the Agricultural Research Division (ARD), and the Cooperative Extension Division (CED), depending on their appointment.

Offices of the department are located on the third floor of Agriculture Hall on the East Campus of the University of Nebraska-Lincoln. The majority of the faculty members are housed at that location, except those faculty in other departments with joint appointments in AgLEC. As of July 1, 2002, AgLEC faculty consists of nine full-time members; one member with a joint appointment in AgLEC and 4-H; three members whose academic tenure homes are in AgLEC but who hold budgeted positions in other units; nine members with courtesy appointments; two members with adjunct appointments; and in Spring, 2002, five contract/part-time teachers, and nine Masters-level and three Doctoral-level graduate assistants. Overall, faculty assignments are distributed among teaching, research, extension, and administration in the following manner: 6.30 FTE teaching, 1.35 FTE research, 1.50 FTE extension, and 0.60 FTE administration.

AgLEC offers academic programs in Agricultural Education and Agricultural Journalism at the undergraduate level. The department also offers minors in Leadership and Communication, Environmental Communication, and Environmental Education. Additionally, the department offers several undergraduate courses that serve hundreds of non-majors each year (e.g., interpersonal skills, leadership in small groups and teams, dynamics of effective leadership in organizations; and ethics in agriculture and natural resources). Currently there are 64 first majors in Agricultural Education and 10 first majors in Agricultural Journalism. The department also offers a Masters in Science in Leadership Education. Currently there are 67 students enrolled in the Masters program. AgLEC also participates in the interdepartmental Doctoral program in Community and Human Resources, with the majority of the students advised in the department participating in the Specialization in Leadership Studies. Currently there are 24 enrolled in the doctoral program.

Since the last review there has been significant development and refinement of undergraduate and graduate programs (documented in Sections 5 and 6). Some of this development and refinement was the result of the recommendations of the 1996 review team. Because of the dramatic impact the team had on the direction of the department, Sections 5 through 8 begin with a brief discussion linking the 1996 review team recommendations and actions by AgLEC faculty.

AgLEC has taken a leading role in CASNR in the development and delivery of courses via distance. Today, with careful advising, graduate students can complete a Masters of Science in Leadership Education by taking advantage of the ever-increasing number of distance-delivered graduate courses. Some of the course development and delivery has been initially supported by modest internal grant
dollars. Faculty have made an enormous commitment to embrace distance-delivery as a means to address the education needs of a wider graduate student audience than traditional, on-campus delivery affords.

Another high priority for faculty has been to increase collaborations inside and outside the university. Therefore, a pervasive tone of collaboration and inclusion can be found throughout this document. The reader will find that AgLEC faculty have engaged with other departments to crosslist courses, develop joint undergraduate minors, joint graduate specializations, and engage in multi-disciplinary, multi-agency research and service projects. In some instances, AgLEC has taken the lead in these relationships; in others, AgLEC has provided the pedagogical or theoretical basis for the work of collaborative teams. Regardless, AgLEC has made substantial strides in establishing itself as a viable partner with much to contribute in teaching, research and service.

The area the department occupies appears to any visitor as a well appointed, inviting and up-to-date work place. Faculty and staff are grateful to the administration for their investment in the renovation of these offices over the past years. This investment has allowed for a substantial enhancement to our work environment. However, as attractive as our current environment is, we remain desperately short of needed space.

DEPARTMENTAL GOALS AND ACTION PLANS

Five-year action plans were developed in 1999 (See Appendix). These have been reviewed and revised during the past academic year to provide additional challenges and direction for AgLEC faculty (See Appendix). Our overarching objectives are directly related to the IANR Strategic Plan and link into “enhancing the vitality of a changing rural Nebraska” and “developing leadership capacity in Nebraska.” Additionally, the action plans represent the integration of teaching, research and extension efforts of the department’s faculty.

ACTION PLAN 1 OBJECTIVES

• Research and disseminate advances in leadership theory and their applications in practice in collaboration with Extension’s Leadership Development Action Plan members, other AgLEC Affiliates, and the AgLEC Advisory Council.
• Extend leadership development efforts by establishing 2+2 and 3+1 agreements with postsecondary schools and the AgLEC Department; include K-12 setting.
• Support growth of the Governors’ Task Force on Agricultural and Natural Resources Education (ANRE).
• Increase the leadership capabilities of Nebraskans; adults and youth.
• Strengthen academic courses, minors, undergraduate/graduate programs and develop alternative certifications, and market AgLEC courses including minors and BS, MS and Ph.D./Ed.D. programs.
• Incorporate international components and global perspectives into the department’s academic research, and extension programs.
• Explore and strengthen collaborations with other CASNR departments.

ACTION PLAN 2 OBJECTIVES

• Develop and deliver programs that empower citizens to meet the needs of communities and the agricultural sector in collaboration with Cooperative Extension’s Community Resource Development, and the Leadership and Public Issues Education action teams.
• Gather and disseminate information on social science issues to support outreach programs.
• Employ innovative ways to package and present research information through formal and non-formal courses, programs and published materials.
• Address diversity issues and strategies that will be integrated into department curricula and outreach programs for youth and adults.
• Collaborate with AgLEC partners and stakeholder groups to conduct multi-disciplinary research, programming and evaluation.

CURRENT AND FUTURE CHALLENGES

Faculty have identified current and future challenges that need to be addressed to strengthen and improve the department. Briefly, these are identified in the following areas:

UNDERGRADUATE PROGRAMS
• Undergraduate students’ technical competence
• Diminished career and technical education presence in Teachers College
• Staffing concerns in some areas of the undergraduate program
• Addressing challenges related to program growth
• Departmental facility limitations

GRADUATE PROGRAMS
• Staffing to address current and future program needs
• Establishing, and consistently, applying graduate admission standards
• Cooperation with other units
• Faculty release time for curriculum development
• Internships/practicums for doctoral students
• Expansion of doctoral-level course offerings
• Course rotation and cross-training of faculty
• Vitalizing Teaching and Extension Specialization

RESEARCH
• Wider faculty participation in research
• Expansion of space, staff, support and computers for graduate students
• Develop a professional leadership library
• Increase grant support for research efforts (particularly ARD)

OUTREACH
• Increase Extension appointments to meet growing demand
• Extend agricultural literacy efforts
• Expand Extension career awareness through approval and implementation of an undergraduate Extension Education Minor
• Broaden educational programs to assist people of all ages
• Initiate an AgLEC Associates program

2-3
Leadership Certification

Leadership and Policy Education Action Team
University of Nebraska-Lincoln Cooperative Extension

Level I Certification – Portfolio Development

The goal of Level I is to identify leadership growth and competence at the personal level. Candidates are asked to submit a leadership portfolio that addresses the following five areas to complete Level I Certification.

You will be asked to provide a self-analysis of your skills, abilities, and experiences in relation to specific competency requirements. To receive Level I Certification, candidates must achieve a rating of 2 or 3 on 80% of the total competencies. The remaining 20% allows for a rating of 1 or the possibility the candidate did not have the opportunity to perform the competency within a community, organization, or at a personal level.

Please use the following rating scale to assess your current experiences, skills, and abilities.

3 - Proficient – able to perform leadership competencies. Has performed skills through personal, community, and/or organizational situations and experiences.
2 - Intermediate – has performed leadership competencies during educational/training programs; additional training and/or skill development may be required to develop leadership competency.
1 - Introductory – is familiar with the leadership competency, but has not performed leadership skill and/or ability within a personal, community and/or organizational context or within an educational and/or training program.

Area 1 – Document personal leadership development and skills

1. Completed one or more (from among approved) personality and leadership style inventories, and reflected on what you have learned.  
   3 * *
2. Developed a personal development plan that includes your credo.  
   3 2 1

Describe your experiences, education, and/or training supporting your assessment within Area 1 by referencing your resume or within your letter of application.
Area 2 – Demonstrate involvement in effectively leading groups, from among the list described below.

**Group Process**
1. Possess the knowledge or comprehension of group processes. 3 2 1
2. Participated in an educational/training seminar/workshop on group process. 3 * *

**Agenda-Building**
1. Ability to write the objective/purpose of a meeting. 3 2 1
2. Ability to select an organizational scheme for the meeting. 3 2 1
3. Ability to effectively design the opening – to get attention. 3 2 1

**Organizing and Running a Meeting**
1. Ability to conduct an informational meeting. 3 2 1
2. Ability to conduct an interactive meeting. 3 2 1
3. Ability to problem-solve. 3 2 1
4. Ability to conduct a decision-making meeting. 3 2 1
5. Participated in an educational/training seminar/workshop on how to effectively organize and/or run a meeting. 3 * *

**Utilization of Open-Meeting Laws**
1. Possess basic knowledge and understand of open-meeting laws or “Sunshine Laws.” 3 2 1
2. Comprehend the basic tenants of the Freedom of Information Act (FOIA) and its practices. 3 2 1
3. Comprehend the basic tenants of E-board meetings. 3 2 1
4. Possess the knowledge of determining when a meeting has convened and when it has not convened. 3 2 1

**Conflict Management/Resolution**
1. Understand the advantages of conflict and the liabilities of conflict through personal experience. 3 2 1
2. Possess knowledge or comprehension of the various sources of conflict. 3 2 1
3. Facilitated a conflict management/resolution activity of a group of individuals within a community and/or organization. 3 * *
4. Participated in an educational/training seminar/workshop on how to manage/resolve conflict. 3 * *

**Motivating Small Groups**
1. Possess knowledge as to how small groups and individuals may be motivated differently. 3 2 1
2. Have effectively provided assistance and/or guidance in motivating a small group of individuals within a community and/or organization. 3 * *
3. Participated in an educational/training seminar/workshop on how small groups are motivated. 3 * *
Communication Skills
1. Possess the knowledge or ability to make a presentation to a group of individuals. 3 2 1
2. Presented a workshop/seminar/training session/etc. to a group of individuals within a community and/or organization. 3 * *
3. Participated in an educational/training seminar/workshop on how to give presentations. 3 * *

Problem-Solving Skills
1. Possess the knowledge or ability to conduct problem-solving activities with a small group of individuals. 3 2 1
2. Possess the knowledge or ability to diagnose a situation by problem identification, gathering facts, seeking alternative solutions, and making decisions with groups. 3 2 1
3. Participated in an educational/training seminar/workshop on how to effectively problem-solve. 3 * *

Consensus-Building
1. Possess the knowledge or ability to lead a small group of individuals in consensus building. 3 2 1
2. Possess the knowledge or ability to lead a small group of individuals through a group decision-making process. 3 2 1
3. Participated in an educational/training seminar/workshop on how to build consensus. 3 * *

Team-Building
1. Possess the knowledge or ability to lead a small group of individuals through a team building exercise. 3 2 1
2. Possess the knowledge or ability to assist a small group to determine its mission and commitment to the mission. 3 2 1
3. Participated in an educational/training seminar/workshop on how to build teams. 3 * *

Describe your experiences, education, and/or training supporting your assessment within Area 2 (attach resume).

Area 3 – Demonstrate involvement in community/organizational groups.

1. Served on a formal community or organizational committee or project. 3 * *
2. Helped define and prioritize a public and/or organizational issue. 3 * *
3. Participated in public and/or organizational policymaking procedures. 3 * *

Using the space provided, please describe your experiences, education, and/or training supporting your assessment within Area 3 (attach resume).
Area 4 – Personal References

Please provide the committee with three (3) letters of reference that will attest to your leadership activity and ability.

Area 5 – Personal Resume

Please provide an updated copy of your personal vitae and attach it to this competency profile. It will be used to support your experiences and provide us with some insight on your skill and abilities that may not have been identified from the competency profile.