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August 21, 2009 - Staff Meeting Minutes

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**Department of Agricultural Leadership, Education and Communication (AgLEC)
Staff Meeting Minutes
Friday, August 21, 2009
311 Ag Hall**

Present: Mark Balschweid, Jay Barbuto, Lloyd Bell, Kathy Bennetch, Heather Borck, Jason Ellis, Arlen Etling, Patricia Fairchild, Dick Fleming, Jennifer Greenlee, Janice Hamer, Heath Harding, Jeff Hart, Dann Husmann, Betty James, Jim King, Tom Kraft, Gina Matkin, Tammy Meyers, Donnette Noble, Lisa Pennisi, Kelly Phipps, Travis Searle, Heather Stewart, Joana Story, Mike Wilmot.
Guests: Steve Waller, Judith Wolfe

Balschweid called the meeting to order at 10:00 a.m. Introductions were made around the room.

CSREES Review – The review for AgLEC will be in April 2010. A planning team has been formed and meeting dates set with Fleming as the chair and members Ellis, King, Husmann, and Balschweid. Balschweid introduced Dean Steve Waller. Waller presented information on why we have CSREES Reviews and gave suggestions for a successful review in AgLEC. He also suggested we use the expertise of the Review Team for ideas on our new reorganization. Waller would like to see the draft of the teaching part when it is ready. Balschweid announced that the next step for us is to submit a list of nominations for people to be on the review team for AgLEC. Please send names to Betty James by Friday, August 28th.

Approval of Minutes – Balschweid announced a change to the agenda for staff meetings. Committee reports will no longer be on the agenda. The reports will now be placed in special folders on the T drive (AgLEC shared drive) for information as needed. A motion was made by Matkin and seconded by Barbuto to approve the minutes of the May 15, 2009, staff meeting. Motion passed.

For clarification, Balschweid read from the AgLEC Guidelines for Operation “The *voting* membership of the AgLEC faculty shall consist of every person with the rank of assistant professor or above, occupying a full-time funded position in IANR, and holding a minimum 25 percent budgeted appointment in the AgLEC Department. Other categories of faculty and staff shall have full discussion privileges, except in making and seconding motions.”

AgLEC Strategic Planning Process – Balschweid distributed the May 2009 draft of the AgLEC strategic plan. Discussion. Barbuto presented information on an additional Target Area for Teaching from the group who met this summer. More discussion. Husmann made a motion to refer the strategic plan to faculty to candidly discuss. King seconded. Discussion. Motion passed. A meeting will be scheduled as soon as possible.

2009 AAAE Research Conference – Bell distributed the final program and agenda for the AAAE conference to be held in September, and asked for volunteers to serve as discussants and facilitators. Bell also distributed information on how to register for the conference.

AgLEC Reorganization – Balschweid announced this reorganization is a success story for our department, but it also presents challenges. An ad hoc committee to address people concerns will be formed.

Faculty Action from the P&T Committee – Balschweid presented information on Kem Gambrell, who is seeking adjunct faculty status in AgLEC, and David Kwaw-Mensah, who is seeking graduate faculty

status in AgLEC. Discussion. Husmann made a motion to accept Gambrell as adjunct faculty in AgLEC. Barbuto seconded. Husmann made a motion to accept Kwaw-Mensah as graduate faculty in AgLEC. Bell seconded. The vote will be conducted by email after their materials are posted on the shared drive. Gary Meers has agreed to serve as the third member of the Promotion and Tenure Committee.

Announcements – A new assistant professor position was approved this summer in the HRTM program. It opened last week and applications are due by January 5th. Also, a new non-tenure assistant professor of practice position is being developed. It is proposed to be a joint position with the Nebraska Department of Education and AgLEC.

Jay Barbuto will receive the Darrell W. Nelson Excellence in Graduate Student Advising Award on September 3rd.

Courtney Quinn has received the Shear-Miles Fellowship in the amount of \$2,000 for the 2009-2010 academic year.

Ryan Hassebrock, recent graduate in Ag Journalism, received awards in the national Award of Excellence writing program this summer.

Balschweid also announced that Bob Birkenholtz from Ohio State University will be here on Monday and Tuesday, August 24-25, to interview faculty and administrators about our leadership program.

Ellis announced a study abroad class for May 2010 to England, in conjunction with Purdue University. This course will focus on English food and agriculture.

Etling encouraged everyone to attend the Welcome Picnic for International Students on September 9th beginning at 6:00 p.m. at the East Campus Union.

Matkin introduced the graduate assistants again and briefly explained their assignments. Heather Borck and Mike Wilmot are working on recruitment and are teaching assistants for ALEC 202 (two sections); Heath Harding is teaching ALEC 388 and working on research with Matkin; Courtney Quinn is the teaching assistant for ALEC 388 and working on the USDA Grant with Matkin; Travis Searle is teaching ALEC 102 and working on the USDA Grant with Matkin; Justin Smith is teaching two sections of ALEC 102; Heather Stewart is teaching two sections of ALEC 102; and Joana Story is teaching ALEC 305 and working on research with Barbuto.

Ellis announced that the CASNR Alumni Association will hold its annual Football Reunion and Silent Auction benefit on September 12th prior to the Arkansas State game. The auction benefits CASNR recruitment scholarships. The challenge this year is they are asking departments to create a basket to be auctioned off at this event. If we would like to participate, the basket needs to be submitted by September 4th. More information is available on the flyer posted on the bulletin board by the mailboxes.

Judith Wolfe is the new library liaison for AgLEC. The university library website has changed. Let her know if you have problems finding what you need on the new website.

Meeting adjourned at 11:55 a.m.

Next staff meeting will be September 11, 2009.

Submitted by Betty James
August 27, 2009