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## September 27, 2013 - ALEC Faculty Meeting Minutes

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## ALEC Faculty Meeting Minutes September 27, 2013

Present: Cheryl Alberts, Mark Balschweid, Lloyd Bell, Kathy Bennetch, Karen Cannon, Beth Down, Mike Forsberg, Mary Garbacz, Dann Husmann, Lana Johnson, Myunghwa (Michelle) Kang, Matt Kreifels, L.J. McElravy, Gina Matkin, Judy Nelson, Carol Ott Schacht, Brandon Schulte, Annie Specht, and Roger Terry

### Old Business

Minutes from March 8, 2013 were approved.

*Teaching Award Account* – The \$25,000 account was established after ALEC won the University Wide Teaching Award in 2007. The balance is presently \$14,253. ALEC needs to have a plan in place on how the balance of the funds are allocated by June 30, 2014. **Matkin moved that the Teaching Award Committee devise a plan to bring back to the faculty to discuss at the November 22, Faculty meeting. Seconded by Terry. Approved.**

### New Business

*2013-14 Committee Appointments* - Matkin explained the Graduate Committee made a policy inviting all graduate faculty members to meetings. Each of ALEC's four programs will have a designated voting member. Those four members are voting committee members and the chair is also a voting member (5 voting members). The current voting members are: Dann Husmann (Teaching), Lindsay Hastings (Leadership), Michelle Kang (HRTM), and Karen Cannon (Ag Journalism). If a voting member cannot attend, a designated replacement person can vote on their behalf. All faculty are invited to participate in discussions. **Matkin moved to accept the modified committee assignments. Seconded by Specht. Approved.**

*ALEC Academic Integrity Policy* - The CASNR Faculty Advisory Council discussed developing an academic integrity and grading appeals policy. The CASNR policy is near completion. Dr. Hastings is the ALEC representative to this committee. Each department has been charged with designing their own academic integrity and grading appeals policy along with the college policy. Presently even though the university has a policy on this, it's left very open to the interpretation by the different colleges and departments. Dr. Hastings has developed a proposed ALEC policy. Discussion. **Husmann moved to refer this proposal back to the committee for review. Seconded by Bell. Passed.** Those committee members will include: Dann Husmann, Lindsay Hastings, Gina Matkin and L.J. McElravy.

*Advisory Council Structure* - There is value and benefit in having a council whose representatives are from business and industry. Balschweid recommends making this group even more useful and relevant than it has been in the past. Balschweid recommended looking at creating four sub-advisory council groups that would represent Ag Journalism, HRTM, Ag education-Teaching and Ag Education – Leadership. He proposed having between 9 to 11 individuals in each area.

Matkin stated the most valuable part of the advisory council meeting is the breakout sessions. They helped shape the positions in leadership and helped the direction for the Agricultural Education-Leadership program as well as the ALEC Graduate program. The Advisory Council gives opportunity to talk about where ALEC is going, the priorities, and the focus of programs. Balschweid indicated he

doesn't see the mission of the Advisory Council changing. Discussion continued with some of following points:

- Serve as guest speakers, conduct mock interviews, serve on business industry panels,
- Partnerships with people in the community
- Market programs
- Learn more about ALEC
- Clearly communicate this has a limited amount of time – not life-time terms and meetings
- Team Ag Ed already exists – those representatives include teachers, teacher educators, state supervisor, alumni, FFA Foundation, Community college and NCTA.
- Balschweid/Bennetch will still be responsible for correspondence and logistics
- Ownership of group membership should be program centered
- Funding for hosting additional meetings will be supplied by ALEC

Balschweid will draft a proposal for future consideration.

*Assistant Professor - Youth Civic Leadership* - The search committee consists of Gina Matkin, Lindsay Hastings, Tom Fields, and Michelle Krehbiel. Review of applications will start November 1<sup>st</sup> and the position will start July 1, 2014.

*Recruitment Coordinator* – Husmann announced three candidates coming to campus on October 1, 3 and 10. A presentation and an open dialogue session with faculty, staff and students is planned. The presentation sessions will be recorded.

### **Committee Reports**

*Undergraduate Curriculum Committee* – Terry reported that Digital Imaging and Storytelling (Forsberg/Farrell) now has been approved as ALEC 393. Another new course proposal for ALEC 475 - Strategic Discussions was incorporated into ALEC 480 will be taught by Mary Garbacz. ALEC 136 was approved. A meeting is scheduled to meet with Dean Waller to discuss the name change.

*Graduate Committee* – Matkin reports the committee established a process to redeem inactive graduate students as well as a committee to start working on the process was established.

### **Announcements**

*IANR Residential Visiting Scholars* – Balschweid reported a new program for IANR Residential Visiting Scholars which provides travel funds for departments to bring in any faculty member from another institution or around the world to present lectures, teach classes, present seminars, discuss research and interests with faculty, undertake collaborative research, and meet informally with faculty and staff. CASNR will supply \$1650 for travel expenses.

January 18<sup>th</sup> is the deadline for annual faculty reports in Activity Insight.

Congratulations to Dr. Gina Matkin for being promoted with tenure to associate professor!

Husmann reported that four year plans are going to show up in undergraduate bulletin as well as degree graduate outlines. Applications for graduation are due September 27.

Bennetch has a Career Services report due the middle of October that is asking for employment records of alumni. Students with new jobs, or changed current employment should be listed on the report. CASNR has a 96% graduate placement rate.

Balschweid did a session last year on how to submit relevant and meaningful goals in faculty annual reporting. Consensus was to have another session at the next ALEC faculty meeting in November.

Meeting adjourned.