

**ALEC Microburst Faculty Meeting  
August 26 and 27, 2014  
129 AGLS**

**Budget/Individual Faculty Allocations**

Dr. Elliot informed faculty that he has no IEEF replacement budget yet. It is expected that it will be here early next week. Until then if you need anything for the start of classes, we can handle those orders. He hopes to distribute the travel policy and individual budget amounts as quickly as that money is released.

Individual faculty allocations are currently based on course generated fees. FY 15 will be based on WSCH (weighted student credit hours). Both formulas were generated this year – there was less than a \$200 difference between the two when all faculty allocation amounts were totaled. The larger of the two amounts will be provided to faculty this year.

Rumor is that SAEF (Study Abroad Enhancement Funding) is going away. Actually it will be moved to Dr. Sam's office and it will then be up to his office to determine a distribution process.

**Adjunct/Temporary Summer Teaching Funding**

Dr. Rutherford distributed a handout (Attachment A) covering this funding. Again, we have been informed that there will be no more summer funding.

Thirty one classes are going to be taught by adjunct faculty during this fiscal year.

Requests for adjunct/temporary positions for FY'16 are due by March 1, 2015.

**DE Differential Tuition Allocation/Incentive Program**

Dr. Rutherford distributed a handout (Attachment B) describing process. For the most part, the allocation is at the undergraduate level. The DE grant assisted in moving courses to on line for the leadership minor.

**Merit Criteria, Factors, and Weights Appropriate Items**

See Attachment B. Thursday is the last day for edits for the appropriate item document. Document should be for in-house faculty use only.

**Tenure and Promotion**

Dr. Wingenbach shared that the committee would meet August 28 at 2:00 in 255 AGLS to review the packets of Drs. Strong and Boyd. He asked that they review the packets and read the support letters before the meeting.

### **Competencies/Skills**

Graduate research sequence. Currently 72 competencies. Dr. McKim passed out a code sheet with a web site on it. Please access and take the Qualtrix questionnaire by 3 tomorrow.

### **Wednesday, August 27<sup>th</sup>**

**F**ocus

**R**espect

**F**un

### **Announcements**

Fall departmental meetings have been set and sent to calendars. All meetings will start at 8:15 a.m. Several commented that it would be easier to have a set time instead of randomly scheduling meeting. Dr. Elliot explained that we used the random time and date to try to capture those who might miss meetings if held on the same time/day.

Congratulations to Dr. Julie Harlin. She has been selected as a member of the latest cohort of AgriLife Advanced Leaders. Dr. Elliot will attend meeting with this group the week of September 15.

Dr. Murphy led discussion as to how often graduate faculty meetings should be held. Once a month, as called? It was decided that once a month at least – more often if needed. October 14 is the next admissions meeting. Steady progress was being made towards graduate research sequence, but is stalled now. Core classes need to be designated.

### **DE Differential Tuition Allocation/Incentive Program**

See Attachment C.

### FY'15 ALEC adjunct/temporary/summer teaching funding

Adjunct/temporary position requests must be made in writing to the Department Head and Associate Heads for the academic year by March 1. Faculty members may be eligible for additional funding to increase the educational opportunities available for students in the summer, if funding is available.

<b>Class size</b>	<b>UG Class w/Masters</b>	<b>UG Class w/Doctorate</b>	<b>Grad Class w/Doctorate</b>
10-19	\$3,000.00	\$4,000.00	4,000.00
20-40	\$3,500.00	\$4,500.00	5,000.00
41-80	\$4,000.00	\$5,000.00	5,000.00
81+	\$5,000.00	\$6,000.00	5,000.00

- Enrollment is determined by the official TAMU Census Day enrollment numbers (12<sup>th</sup> Day of long semesters, 4<sup>th</sup> Day for summer).
- Courses must "make" State Minimum enrollment on the Census date, with a minimum of 10 students to be funded.
- Funding is based on 3 credit courses, 2 credit courses will receive 2/3 payment, 1 credit, 1/3.

In some cases it is more appropriate to hire temporary program assistants to increase teaching capacity (e.g. student teaching supervision). These individuals may be paid an hourly rate rather than a flat contract rate per course based on their qualifications.

Program assistant hourly rates, and example budget totals, for 19hrs/week x 15 weeks.

\$17.00/hour	\$4,845.00
\$18.00/hour	\$5,130.00
\$19.00/hour	\$5,415.00
\$20.00/hour	\$5,700.00

Individuals interested in being considered for temporary positions must apply at [greatjobs.tamu.edu](http://greatjobs.tamu.edu). All positions are contingent on funding availability. All positions are less than half-time employees, and do not receive any TAMU employment benefits. Minimum qualifications include demonstrated ability and experience in agriculture science, agricultural leadership, agricultural development, instructional design, or agricultural communications and a Master's degree in closely-related discipline.

Faculty members teaching Study Abroad courses are eligible for SAEF funding and will not be eligible for additional department funding.

Department of Agricultural Leadership, Education, and Communications  
Merit Criteria, Factors, and Weights  
August 26, 2014  
Appropriate Example for each of the 9 Categories for 2014 APR review

1. Refereed Technical/Scientific Journal Publications ..... (Z-score x 5)
  - a. Full journal articles in ALEC related fields.
2. Non-refereed Journal Publications (e.g., editorials, teaching tips, book reviews, commentaries, etc.)..... (Z-score x .75)
  - a. professional development articles in a journal
3. Books/Book Chapters ..... (Z-score x 2)
  - a. Self-explanatory - e.g., Drs. Deb and Starr's new book.
4. Refereed Abstracts/Refereed Publications..... (Z-score x 2)
  - a. article briefs (12 page idea or application papers)
  - b. research in brief (Journal of Extension)
5. Refereed Posters ..... (Z-score x 1)
6. Grant & Contract Reports (including CRIS) ..... (Z-score x 1)
7. Research Conference Presentations ..... (Z-score x 1)
8. Other Scholarly Publications (e.g., technical reports/bulletins, popular press articles, software, etc.) ..... (Z-score x .75)
  - a. articles in The Agricultural Education Magazine
  - b. trade journal articles
  - c. newsletter articles
  - d. book reviews
  - e. White papers (e.g., ALEC, COALS, TAMU, AAAE, ALE, ESCOP, etc.)
  - f. scientific reports
  - g. websites, software, research-based products
  - h. commentary articles in a journal
  - i. review articles in a journal
  - j. journal editorials in a journal
  - k. tools of the trade (Journal of Extension)
  - l. ideas at work (Journal of Extension)
  - m. invited journal articles
  - n. conference roundtables
  - o. conference educator workshops
  - p. conference professional development sessions
  - q. conference breakout sessions
  - r. conference teaching tips
9. Scholarly Award/Recognition/Impact (e.g., invited publications/expertise, tech. transfer, products, etc.)... (Z-score x 1)
  - a. Awards for research presentation, publication, etc.
  - b. Invited workshop, keynote, or workshop facilitation



## FY '15 ALEC Distance Education Differential Tuition Allocation or Incentive Program

To support and reward additional effort in meeting the needs of our students through distance education, Distance Education Differential Tuition (DEDT) funds may be distributed to ALEC Program Areas or individual faculty members through a variety of options described below. No matching funds are provided. Only one option may be selected per course.

Faculty members teaching on-line course sections above and beyond their required ALEC teaching compliance load, that generate Distance Education Differential Tuition (DEDT) fees, may be able to choose a Program Area allocation or an individual incentive with the amount based on the funds generated through DEDT. To be considered for the allocation or incentive, the following conditions must be met:

1. The faculty member meets ALEC faculty teaching load compliance.
2. The DEDT course is not a Variable Credit Course or a 1 credit seminar.
3. The DEDT course has a minimum of 30 undergraduate or 15 graduate students enrolled on census day.
4. The DEDT course, and the allocation/incentive option, are approved by the appropriate Associate Head (Undergraduate or Graduate) in writing.

### Allocation Options:

- Option 1. A Program Area may consolidate funding from several courses to support a graduate assistant. This requires a minimum 12 month commitment (~\$13,000/yr. MS, does not include tuition).
- Option 2. A Program Area may consolidate funding from several courses to hire adjunct/temporary faculty on a semester basis (wage based on department approved temporary teaching position policy – see below). Approval must be a minimum of 120 days prior to first class day (university paperwork processing time).
- Option 3. A Program Area may request funds to hire a grader (~\$13.55/hour, max 10 hours per week per class ~\$2,035 /semester).

Incentive Option: Individual faculty members may request an amount equal to 15% of DEDT net revenue from the course to be transferred to individual faculty member's account (Spring 2014 range: \$11,000 - \$1,200).

### ALEC Adjunct/Temporary Teaching Position Pay Scale

Class size	UG Class w/Masters	UG Class w/Doctorate	Grad Class w/Doctorate
10-19	\$3,000.00	\$4,000.00	\$4,000.00
20-40	\$3,500.00	\$4,500.00	\$5,000.00
41-80	\$4,000.00	\$5,000.00	\$5,000.00
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