

MINUTES
Departmental Meeting
Thursday, December 4th, 129 AGLS
7:45 to 8:15 -- Juice, Coffee, Bacon
8:00 to 8:15 - Friendly Competition
8:15 to 10:00 - Meeting

Before the meeting, a competition was held. Dr. Elliot distributed five pieces of a puzzle and asked teams of 2-3 to make a square out of it. (See attachment A). Winners Holli Leggette-Archer and Lori Moore.

1. 8:15 – 8:30 Welcome/Announcements/Bus Recognition Elliot
Attachment B – Elliot’s Notes

Dr. Elliot brought group up to date on 3rd floor of the 4th building. He distributed a draft of the floor plan (Attachment C). Thanks to John Rayfield, Deb Dunsford, Lori Moore, Scott Cummings, and Theresa Murphrey who made the floor plan happen. Essentially, it is ours. Extension has some space and the vice chancellor’s office will take any space that is left or that has not been funded. Refer to #6 on attachment B for additional information on the two top priorities.

John Rayfield wanted everyone to know that Deb Dunsford was the primary person putting all gathered information together for the floor plan.

Students from ALEC 380 presented on their fall trip. They thanked the Department for the opportunity of this trip being possible. Dr. Elliot told them that they were a great asset to the Department. Thirty-three students, faculty and staff traveled to 13 states in two weeks. Trip leaders were Kasee Smith and Ashley Stewart. Some of the spots visited were: An alligator farm in Louisiana, PETA Headquarters, CNN World Headquarters in Atlanta, a homeless shelter in DC, National FFA Convention in Louisville, Wild Turkey Distillery in Kentucky, and the Grand Ole Opry in Nashville.

The following bus/van/trucker/wreckers were awarded:

Aguilar to Moore	Stavinoha to Sledd
Hanagriff to V. Rutherford	Dunsford to Ho
Cummings to Wingenbach	Weber to Payne
Edney to V. Rutherford	Payne to Gunnels

2. 8:30 - 9:00 Sponsored Research Services Shelly Hebb/Kay Keefer
Dr. Elliot introduced Shelly Hebb and Kay Keefer from Sponsored Research Services. Shelly is not doing proposals any more. She has accepted a new position in the pre-award area. Kay has 15 years of experience and is a Senior Proposal Administrator. Lori Moore commented that she had used SRS for the first time and that the staff were extremely helpful.

3. 9:00 – 9:15 Texas Aggies Go To War Exhibit Vestal
Dr. Vestal shared information about the Texas Aggies Go To War Exhibit that opens in Bastogne, Belgium on December 12th. He and his wife recently saw a video of the museum and said it was spectacular. The exhibit tells the story of five former students who each had a role in the historic Battle of the Bulge which ultimately led to the Allied

victory in Europe. The five Aggies are James E. Rudder, Joe E. Routt, James F. Hollingsworth, Turney W. Leonard, and William M. Pena. The traveling part of the museum will be in College Station in two years.

4. 9:15 – 9:30 Grand Vision Baldwin
Ambrya reminded everyone that this would be her last departmental meeting. She will be leaving the middle of January. She is working on new brochures and asked work group leaders to check the verbiage. November e-News went out with 36% open rate.
5. 9:15 - 9:20 AGSS Sledd
James reported that AGSS has been really busy this semester. Wednesday is their next professional development luncheon. Dr. Elliot will be the guest speaker

AGSS needs outside funding. James reported that one grant has already been submitted and approved. There has been a 300% increase in membership.
6. 9:20 - 9:45 Strategic Plan/SWOT/Expectations and Aspirations Microburst Leaders
- SP Research and Graduate Report – Murphy/McKim – January presentation
 - SP Teaching – Rutherford – January presentation
 - SP Scholarship/Engagement – Hanagriff – Completed and approved
 - SWOT Engagement/Service – Baldwin – January presentation
 - SP Extension – Coppernoll – Completed and approved
 - SWOT Extension – Dromgoole - - Completed and approved
 - SWOT Diversity – Pina – January presentation
- Previously Completed and Approved**
- SWOT Research – Rayfield
 - SWOT Teaching – Moore
 - Expectations and Aspirations – Briers

A copy of the Expectations and Aspirations document was sent to the Dean of Faculties.

Position Updates

The Assistant Lecturer search is progressing. SKYPE interviews demonstrating teaching skills have been conducted. The Committee's recommendation will go to Dr. Elliot today.

Andy Vestal reported that the Assistant Professor search is also progressing. The list has been narrowed to four candidates. The second round rubric will be completed today. Their next meeting is Friday. They will have their recommendation to Dr. Elliot by the 11th.

IT committee reported that they are reviewing applications. The position will be open until the end of the week. They hope that interviews will be next Friday. The position has been redesigned to focus more on help desk skills.

Scott Cummings reported that the VG Young search has three internal candidates. The Program Development position is open until the 17th. This will be an expedited search.

The Program Director for Alumni Relations position will host interviews the week of December 17th.

Undergraduate Curriculum Committee

Dunsford

Dr. Dunsford reported a policy change. The ALEC UG Curriculum Committee approved the requirement that all future ALEC prefix undergraduate courses receive approval from each of the workgroups before presentation to the Undergraduate Curriculum Committee. Additional conversation concerning number of times special courses could be taught before official numbers were attached resulted. 380 or 489 courses (May only be taught 2x). Steps:

- Complete request form and syllabus due to department curriculum committee two weeks before meeting
- Syllabus will be shared with appropriate department faculty for review
- After approved, time and room schedule facilitated by Sarah Ho
- Application-based courses (ALED 380, ALED 401, ALED 223, AGCJ 491), provide list of students to Sarah Ho, Reid Stavinoaha, or Tobin Redwine. They will input course overrides so students may register during open registration (December 3) to complete their schedule.

Procedures for 485/491/494

- Students must complete the appropriate form and return it to Charlene with the necessary signatures
- Students will be enrolled after December 3, open registration

New courses

- Appropriate paperwork must be submitted to department curriculum committee

ALEC Social Media

Miller

See Attachment E.

Department Head Council Meeting Report

Elliot

Price, Waterhouse, Cooper (PWC) report released. They have suggested shared services for three areas: IT, Business, and Advising. Dr. Dugas has pushed back by indicating that he will review shared services plans, but that we will not jump on board without serious consideration. ALEC was asked to submit a report on how we handle advising. We were also asked to explain why our advisors taught where in other departments they don't. Also, they only took into consideration advisors who actually had that in their title leaving faculty like Dunsford out. Position descriptions for our advisors actually have teaching in them – and was approved by HR.

Consulting

Dr. Elliot reminded faculty that to make any consulting legal, an approved form must be on file. You can apply for up to 20 days a year – but if you choose 14 or less it is easier to gain approval from the dean. You cannot use departmental resources for consulting.

Notes

Dr. Briers has been approved for Faculty Development Leave for next Fall. Dr. Lindner is completing his and will return in January.

Travel Request Form Deadlines

Domestic (30 days prior to trip): e.g., travel February 1, 2015 due by January 1, 2015
International (60 days prior to trip): e.g., travel March 1, 2015 due by January 1, 2015

Upcoming Events

December 4, 3 to 5, COALS Holiday Reception, The AgriLife Center
December 15-17, DAAD Seminar
December 18, 11:30 a.m., Movie and Lunch, 115 AGLS
December 24-January 2 – Winter Break
January 5-9, AgriLife Conference
January 19, 2015 – Martin Luther King Day
March 18-20, 2015 – Spring Break

Upcoming Departmental Meetings

2015 dates: January 27, February 25, March 25, April 22, May 27. All meetings at 2:00 in 129 AGLS



SQUARE ME PUZZLE

All 5 pieces form
a Perfect Square
Can you do it?



Arizona's
Academic
Standards

CCBG
Comprehensive Competency
Based Guidance



ALEC Departmental Meeting

December 4, 2014

1. Congratulations, Thank You, and Welcome
 - a. **Dr. Tracy Rutherford** was presented with the USDA Regional Teaching Excellence Award at the Association of Public Land-Grant Universities Annual meeting Nov. 2-4, 2014 in Orlando, Florida.
 - b. **ALEC Staff** for their holiday events.
 - c. Congratulations to **James Sledd** for having his mini-grant for **AGSS** approved. This funding will go towards their professional development luncheons the rest of the school year.
 - d. **Dr. John Rayfield, Dr. Julie Harlin, and Dr. Billy McKim** for their outstanding journal article for 2013 in the ACTER journal.
 - e. **Kevin Andrews** is now serving as advisor of two Texas A&M student organizations: Century Men's Society, a men's organization centered upon humility, loyalty, tradition, and service and Co-ed Aggies Leadership Initiative, a women's organization focused on leadership and eating disorder education. He is also serving a second term as Director of Grad Camp 2015, having previously held the position in 2012.
 - f. **Cathryn Clement** just served on a Gilman Scholarship evaluation panel and is now a first-round evaluator for the Critical Language Scholarship. Both are offered through the Bureau of Educational and Cultural affairs.
2. Announcements:
 - a. **ALEC** was well represented on November 19 by participating in Franklin FFA's ag issues presentation. Bodie was very grateful for all of the wonderful questions and feedback that him and his students received!
 - b. 2014 APR:
 - i. Before the end of the semester, I am asking all faculty to schedule a 5 minute appointment with Tanya to verify your grant and funding balances.
 - ii. In addition, please log into the AIMS Merit site during November or December to ensure that you have access to your data.
 - iii. Due to our administration moving their review of our department to January (they started this in 2013), your input into our AIMS data base must be completed by January 9 and any edits must be made by January 16 (our Department report is due January 20).
 - iv. Elke, Clarice, and Tanya are up-to-date with their input (although there will be additional information that they enter between now and January 9).
 - v. Santosh has the site available. Please address any questions to me.
 - vi. As has been our operational procedures the past two years, merit decisions (if there is merit this year) will be made once the edits are done on January 16.
 - vii. Therefore, please ensure that your entries are reflective of your 2014 efforts.
 - viii. Faculty APR review meetings are scheduled February 4-16.
 1. Sign up with Debbie for your 1 ½ hour session.
 2. 8:30-10:00; 10:30-noon; 1:30-3:00; 3:30-5:00
 - c. For state of Texas employees, **La Quinta Inn** honors the state rate for **leisure travel**. They offer 15% off outside of the state of Texas using code TXSTAT. They offer a 10% alternate discount inside of Texas when the state rate is unavailable using TXSTAT10. <http://www.lq.com/en/landing-pages/texas-state-government.html?cid=TXSTAT>
3. Publications/Presentations
 - a. *What is Critical Thinking and Why is it Important* **Dr. Barry Boyd**. To be presented at the 2015 Texas A&M AgriLife Conference
 - b. **Salazar, V., & Leggette, H.** (Accepted). Describing students' social media usage based on their communication style. Poster presentation at Southern Association of Agricultural Scientists, Agricultural Communications, Atlanta, GA.

4. Grant Management 101(should provide 3 out of 4 of these to the Department – meaning faculty become managers or facilitators of the grants).
 - a. Salary Savings (100% to Department [50% - Department] and PIs [50%] – restricted discretionary)
 - b. **Indirect** (Indirect (40% to be split 60/40 between Department and PIs - discretionary)
 - c. Personnel (project director, support staff, GTAs, etc.)
 - d. Operations (e.g., travel, supplies, copying, printing, etc.)
 - e. Expanding Extension Education and Adult Learning Opportunities proposal. Partial funding of \$15,000 awarded to support course creation for ALEC 425, ALEC 489, and ALEC 604. **Tracy Rutherford.**
5. Dutch treat lunch with Dr. E. – Contact Debbie King to schedule and leave a contact number (for rescheduling): December 5, 19 & 22.
6. Top Two Development Priorities
 1. 12,800 square feet in the 3rd floor of the 4th building in the AgriLife Complex.
 - a. 10 room areas are planned.
 - i. These rooms will provide scholarship/research space for the largest department in the college.
 - ii. Currently, ALEC office space and conference rooms have been converted into faculty research space.
 - iii. The room list includes:
 1. High Impact Lab with storage: \$1,000,000
 2. Curriculum Development, Evaluation, & Accountability Suite: \$750,000
 3. Media Engagement Studio with storage: \$750,000
 4. Media Engagement Studio Control Room: Reserved for Curl- \$200,000
 5. Project Rooms-
 - a. 1 large: \$100,000
 - b. 2 large: \$100,000
 - c. 3 large: \$100,000
 - d. 4 small: \$50,000
 - e. 5 small: \$50,000
 6. Executive Conference or Simulation Room: Reserved for Hill/Ag Workers- \$100,000
 7. Evaluation Data Center: \$325,000
 8. InfoGraphic and Viz Lab: \$325,000
 9. Market Research Lab: Reserved for Shafer- \$150,000
 - b. \$4,000,000.00
 - c. With the addition of this space, ALEC faculty will have the tools to enhance college teaching and research in all areas.
 - d. Many federal and international research models have begun including social impacts within their RFPs.
 - e. The college will be well suited in the future with a strong ALEC research faculty.
 2. Agricultural STEM Integration Laboratory – 20,000 square feet
 - a. Currently, ALEC is utilizing a 80 year old structure at the Riverside Campus for this function.
 - b. ALEC graduates more STEM educators than any other TAMU department.
 - c. Lincoln Electric has already donated more than \$100,000.00 toward this effort. ALEC has channeled ~\$150,000.00 into moveable equipment in anticipation of a new space.
 - d. This facility would enhance instruction, research, and outreach especially in the mechanical arts and biological sciences by using skills to teach scientific and math principles.
 - e. Evaluating this educational strategy will be a primary focus for faculty research.
 - f. Conducting workshops and offering certification with various external audiences will provide an income stream to help support the program.
 - g. There is an extremely high need for educated/skilled professionals and ALEC graduates are the individuals who prepare those professionals.
 - h. \$6,000,000.00

ARCHITECT: WESLEY MARTIN GOOD
DATE: 03 DECEMBER 2014
**NOT FOR REGULATORY
APPROVAL,
PERMITTING, OR
CONSTRUCTION**

NO.	DATE	ISSUE
SD		SCHEMATIC DESIGN

PROJECT NAME
**TAMU AGRICULTURE & LIFE
SCIENCES BLDG 4**

PROJECT ADDRESS
COLLEGE STATION, TX

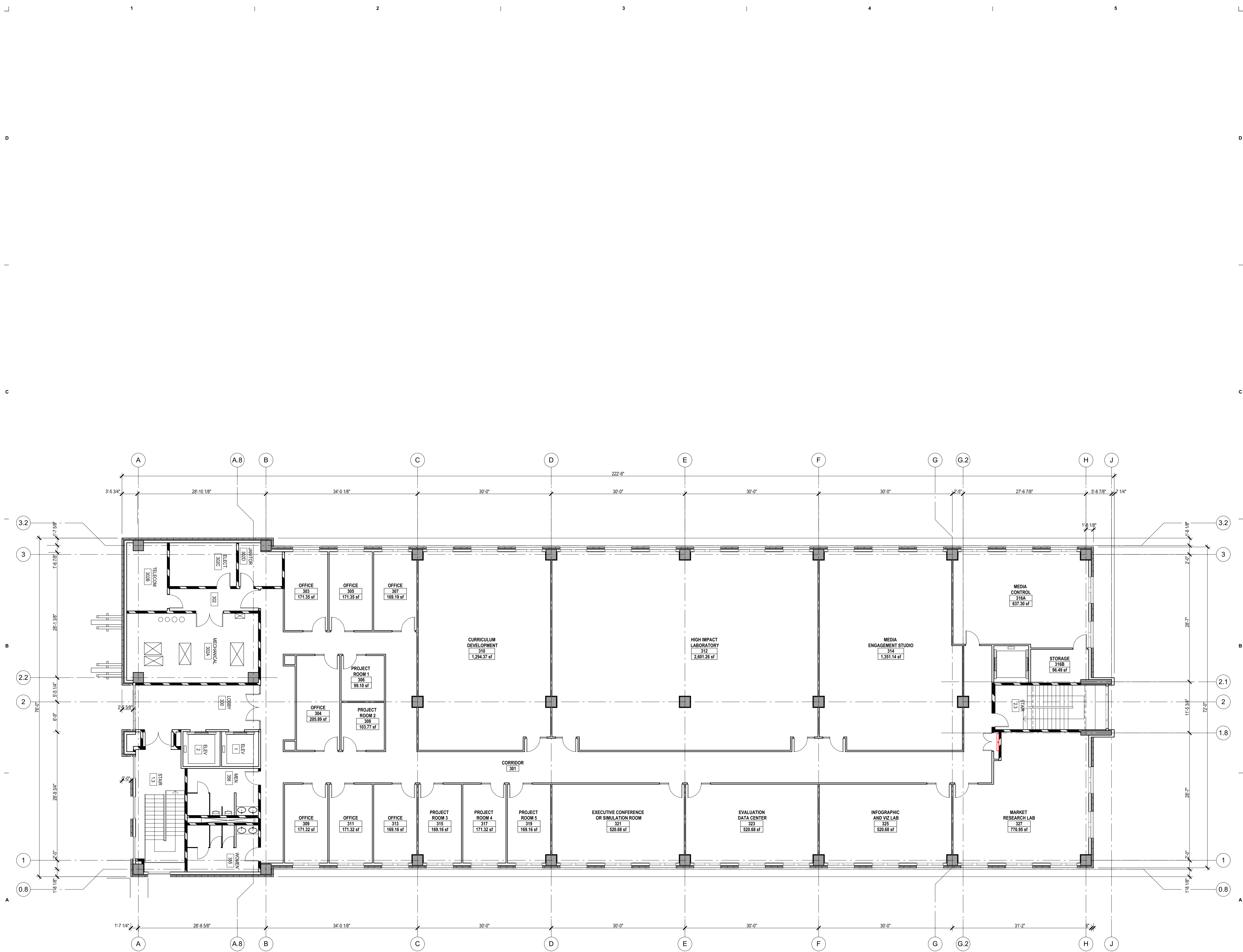
PROJECT NO.
CONTRACT NO.
KIRKSEY PROJECT NO. **2014248**
KEY PLAN

SHEET TITLE
3rd Floor Plan

SHEET NUMBER

A2.33

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	January	February	March	April	May	June	July	August	September	October	November	December	Year-to-date
ALEC Department 2014													
Facebook													
Fans	1,006	1,034	1,046	1,058	1,075	1,093	1,128	1,134	1,235				9809
Clicks	107	1,057	458	906	278	264	157	147	1,015				4389
Likes	63	185	157	197	292	68	120	215	826				2123
Comments	4	11	9	19	16	5	2	11	43				120
Shares	6	6	12	6	7	1	4	22	279				343
Reach	3,537	9,881	5,254	5,974	6,685	2,608	4,122	4,819	21,743				64623
Impressions	17,018	24,255	13,668	15,669	9,999	9,853	12,231	11,029	47,967				161689
Twitter													
Followers	5	31	43	53	58	70	86	92	136				574
hashtag clicks	0	0	0	0	0	0	0	0	0				0
url Clicks	0	0	0	0	0	0	0	0	0				0
Favorites	2	3	13	18	5	5	2	10	29				87
Replies	0	1	1	0	0	1	0	0	2				5
Retweets	2	3	10	6	4	2	3	1	24				55
Impressions									279				279
Instagram													
Followers					2	2	3	9	11				27
Comments					3	0	0	1	9				13
Likes					8	0	0	9	89				106
YouTube													
Subscribers	7	7	8	8	8	8	9	9	10				74
Views (monthly)	33	58	42	20	16	207	48	80	102				606
Minutes watched (monthly)	78	106	66	36	27	207	63	94	244				921
Engagement	0	0	0	0	0	2	0	0	0				2
MONTHLY TOTALS													
Community	1,018	1,072	1,097	1,119	1,143	1,173	1,226	1,244	1,392	0	0	0	0
Interactions	215	1,321	692	1,166	625	551	333	495	2,394	0	0	0	7,792
Impressions	17,018	24,255	13,668	15,669	9,999	9,853	12,231	11,029	48,246	0	0	0	161,968