

MINUTES
Faculty Meeting
Wednesday, September 23, 2015

IT issues were discussed. While attending a meeting in 255, Alan Kurk noticed that our service seemed extremely slow. His office will look into the situation.

AIMS is now located on an off campus server with Wieghat Graphics. Teleform remains on the ALEC server.

Individual faculty allocation budgets will be distributed by the end of the week with half of the proposed allocation noted. The remaining half will be allocated in January if resources allow. HIE dollars were just received.

Programs budgets will be shared by ADHs. Murphy and Rutherford will work with you to complete forms.

Distance MAg program. Currently, being discussed on three continents, Equador, Eastern Cape and Taiwan. DAAD is currently accepting applications from outside of North America. South African MOU will be Extension based. There were concerns of relaxed admission requirements – no exceptions being given. South Africa plans to have a cohort of ten.

Continuing education distance fees are currently \$525/course. DE fees are \$199/credit.

A call was made for volunteers to look at ideas of expanding/improving the current process. Those responding were: Robert Strong, Theresa Murphrey, Erika Bobbitt, Julie Harlin and Philip Shackelford. A meeting will be called as soon as possible.

Internship opportunities are growing. We want to review our current process, improve it, and track our students more efficiently. Murphy said that Mays handles their internships completely different.

Dromgoole had the following comments on Extension internships:

- High expectations
- Set guidelines
- Weekly blog
- Face to face with mentor
- Keep journal
- Purposeful
- 10-15 weeks
- Are paid
- Meet on campus

A request was made for individuals to serve on a committee to review our internship program. Those volunteering were: Darrell Dromgoole, Manual Pina, Barry Boyd, and Tobin Redwine. Group will meet as soon as possible.

Adjuncts are recommended specifically to teach a course by the program leaders. For example, Landry Lockett contacted us to let us know he was interested in teaching ALED online courses (ALED 202, ALED 344). The ALED group then recommended that he cover ALED 344 online for the semester. Landry applied, was certified via dean of faculties, and was hired for that semester to teach that course at the predetermined rate, which is available in the department handbook on AIMS. If you have someone that should be on a specific program list of “possible temporary faculty,” please send that name, CV, and the course that they would be qualified to teach to the program leader. They have to have a master’s

degree. This will make it easier for the program leaders to submit temporary faculty requests in a timely manner when the need arises. It usually takes six weeks to process paperwork on those selected.

- AGCJ, Deb Dunsford
- ALED, Lori Moore
- AGSC, Murphy/Briers (Jan 2016)
- DAAD, Theresa Murphrey
- Grad, Tim Murphy/Clarice Fulton

Do not have people contact Rutherford directly, she will just forward their materials to the program leaders.

Travel Request Form Deadlines

Domestic (30 days prior to trip): e.g., travel November 1, 2015 due by October 1, 2015

International (60 days prior to trip): e.g., travel November 1, 2015 due by September 1, 2015

Upcoming Events

October 7, Virtual Board Meetings

- Lunch at Noon
- Combined Boards at 1:00 to 2:00
- Break 2:00 – 2:30
- External Advisory Board -- 2:30 to 3:30
- Internal Advisory Board -- 2:30 to 3:30

October 26-30, National FFA Convention, Louisville, KY

November 16-20, ACTER/ACTE, New Orleans, LA

November 26-27, Thanksgiving Holiday

Upcoming Departmental Meetings

October 22, 2:00 refreshments, 2:15 meeting, 129 AGLS

November 11, 2:00 refreshments, 2:15 meeting, TBD

December 10, 7:45 bkfst, 8:15 meeting, 129 AGLS