

MINUTES
Departmental Meeting
Monday, October 20th
Juice, Coffee, Kolaches – 7:30 to 8:15
Meeting – 8:15 to 10:00
129 AGLS

1. 8:15 – 8:30 Welcome/Announcements/Bus Recognition Elliot
- Dr. Elliot distributed a copy of the floor plan (Attachment A and B) for the west side of the second floor. He asked the group to identify where they thought fire alarms, blue lights, defibrillators, and fire extinguishers were located. He gave us two minutes to pair up and locate the areas. The team of Boggus and Wingenbach won. Prizes were a mug and a mug warmer.
- Dr. Elliot reported that he was working with Ralph Davila (Agricultural Facilities Manager) on our proposed 3rd floor in the new 4th building. Ralph has requested a draft copy of the floor plan as quickly as possible. As it stands now AgriLife Extension proposes to utilize 25 to 33 percent of the space with ALEC using 50 to 75 percent.
- Dr. Elliot reminded the group that 20 to 25 percent of his time is officially designated for development endeavors. He is attempting to secure quality space for ALEC and reported that the Development Board has bought into this effort. His travel schedule for the remainder of the year is stretched with a heavy schedule. All money raised will go into providing space.
- From Elliot's Notes (Attachment C):
Congratulations to Jamie Norgaard. Her application packet was accepted as part of the 2014 Leadership Institute conducted by the TAMU HR Employee & Organizational Development office.
- Congratulations to Elke Aguilar and Lori Moore on a very successful Western Region AAAE meeting in Hawaii.
- Bill Cochran will be leaving ALEC on the 24th of October to pursue a position as a full time software developer. The department will have a reception for Bill on Friday at 10:00 in 200 AGLS.
- Dr. Lori Moore was elected Secretary of the Western Region AAAE. This is part of an eight year commitment serving as Secretary, Vice Chair, Chair and Past Chair.
- Bus Recognitions: Boggus to Wenzel, Ho, and peer advisors
Dunsford to Patil
2. 8:30 – 8:40 Undergraduate Report Rutherford
- Dr. Rutherford asked that faculty check the class schedule as soon as possible because she noticed that there were classes with no rooms and classes with no instructor listed. The schedule is on line.
- The undergraduate faculty meeting for this afternoon has been cancelled.

Sarah Ho is the contact for all classroom requests. Space is a concern. Some space is not being utilized efficiently. Classes are scheduled over two time periods blocking the availability for another class. 60% occupancy of classrooms currently.

If a room is designated as a classroom the Registrar's Office has control over it. If it is designated as a lab – we have control.

3. 8:40 – 8:50 Graduate Report Murphy
(Attachment D) Lockett and Larke are still listed on the course schedule. Those are just two of several errors in the class schedule.

The Agenda for the Doc at a Distance Seminar will be out soon. The dates are December 15-17, 2014. Clarice will be attending the National FFA Convention in Louisville to recruit for D@D. Dr. Murphy said that there was a fairly large ALEC group also attending.

Holli Leggette-Archer has been approved for addition to graduate faculty.

4. 8:50 – 9:00 Extension Report Cummings/Dromgoole
(Attachment E) Dr. Cummings reported on activities and dates being held at the Hilton: November 3-7 is the AgriLife Extension Program Excellence Academy I & II (OD). November 17-20 is the Tax Assessors and Collectors School (VG Young). December 8-11 is the National Association of Extension Program and Staff Development Professionals Annual Conference (OD).

5. 9:00 – 9:10 Social Media/Web Updates Cochran/Redwine/Miller
Nothing to report this month.

6. 9:10 – 9:15 AGSS Sledd
The Back to School Cookout at the Elliot house was very successful. Over 50 people attended.

AGSS will host a Halloween Scare Costume Party on Friday, October 24th from 6 to 8 at Hannah Miller's house. Kids are welcome – family friendly event. Please RSVP and sign up for food items to bring at the on line site. [RSVP to tx.ag/AGSShalloween](http://tx.ag/AGSShalloween)

7. 9:15 – 9:25 Alumni Relations/Development Initiatives/
Grand Vision Update Baldwin/Elliot
Ambrya and Dr. Elliot thanked everyone for attending the recent internal board meeting.

Ambrya intends to send an end of the year appeal for gifts in line with our Grand Vision to nearly 8000 former students.

8. 9:25 – 9:35 Strategic Plan/SWOT Elliot
The reports will be resent for review before the next meeting.

9. 9:35 – 9:45 Strengths Odom/Norgaard
Dr. Odom and Jamie passed out a current copy of each person's top five strengths. They then showed a video featuring Wendy Kopp (Attachment F).

10. 9:45 – 10:00 Other

Debbie is getting ready to set Spring meetings. Dr. Elliot asked the group for input. Do you want to continue Monday morning meetings? The group was mixed with little discussion. Debbie will work with Sarah Ho to find the best time slots to get the most faculty available for the meetings. They will be scheduled on MWF one month and TTR the next

Ambrya reported that she had received the tshirts for all who contributed to the recent fund drive. They are in her office. If you would like to contribute there is still time.

Tobin Redwine said that Aggie Reps are planning a "ALEC Week" from November 3-6. Multiple events are being planned.

Dr. Rutherford reminded everyone that mid-term grades are due today.

Dr. Elliot reported that an online DE proposal has been submitted to the College.

Andy Vestal reported on the current search for an AGCJ Assistant Professor. All paperwork needed to advertise the position is on the 5th floor. Changes that are being made are not to our documentation but to the material concerning affirmative action that the Dean submits on our behalf.

Travel Request Form Deadlines

Domestic (30 days prior to trip): e.g., travel December 1, 2014 due by November 1, 2014

International (60 days prior to trip): e.g., travel January 1, 2015 due by November 1, 2014

Upcoming Events

October 28 – November 1, National FFA Convention, Louisville, KY

November 7 @ 4:00, Warren Model Classroom Ribbon Cutting, AGLS 132

November 19, ACTER, Nashville, TN

November 27-28, Thanksgiving Holidays

December 15-17, DAAD Seminar

December 24-January 2 – Winter Break

January 5-9, AgriLife Conference

January 19, 2015 – Martin Luther King Day

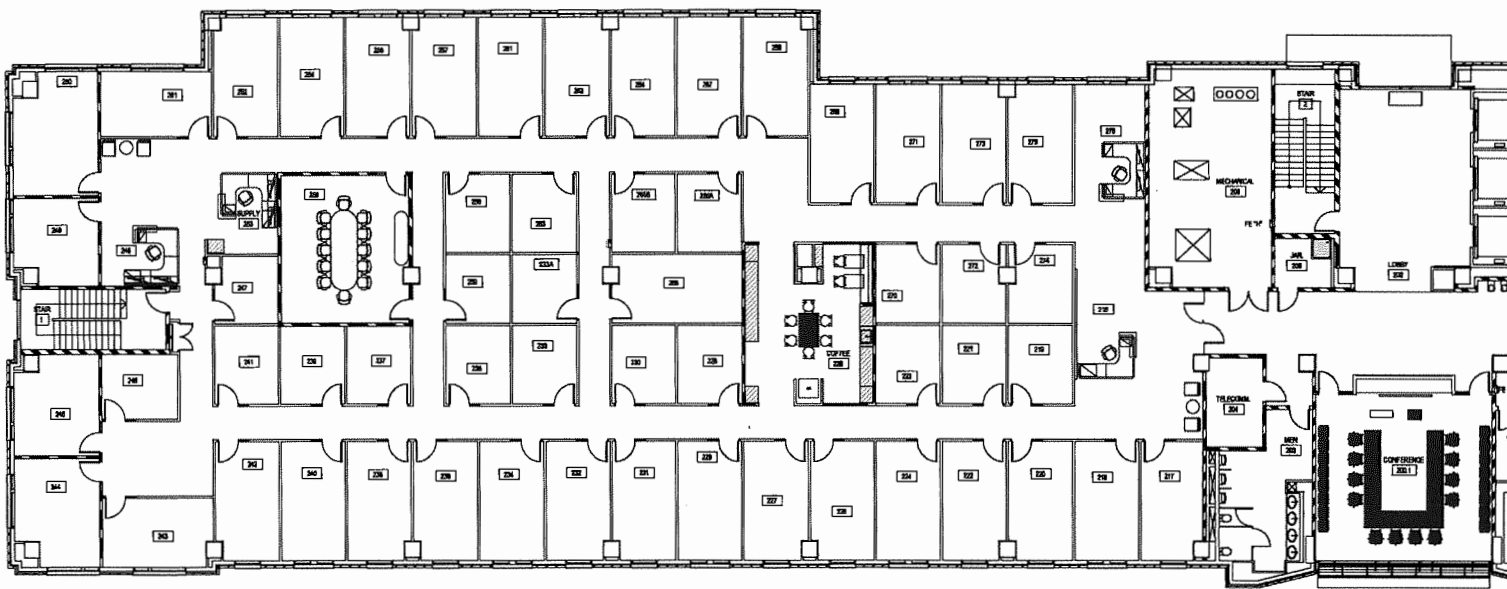
March 18-20, 2015 – Spring Break

Future Departmental Meetings

Monday, November 17th at 8:15 a.m.*

Monday, December 15th at 8:15 a.m.*

*Juice/kolaches/coffee from 7:30 to 8:15



TEXAS A&M UNIVERSITY
 Agriculture
 College Station, Texas

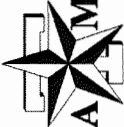
1535

BUILDING & NUMBER
Agriculture & Life Sciences Building

PROJECT DESCRIPTION	
Space Allocation	
APPROVED BY:	
PROJECT NO. 00000000	BLDG. NO. 1535
DATE 08-09-2011	REV 00
DRAWN BY: Kirksey Architecture	
SCALE 1/16" = 1'-0"	
SHEET	
02 OF 02	

Second Floor - West Wing

A



 Agriculture Facilities

 Management & Construction

 P#: 979-845-1225

 F#: 979-862-2983

TEXAS A&M UNIVERSITY

 College Station, Texas

 Agriculture & Life Sciences Building

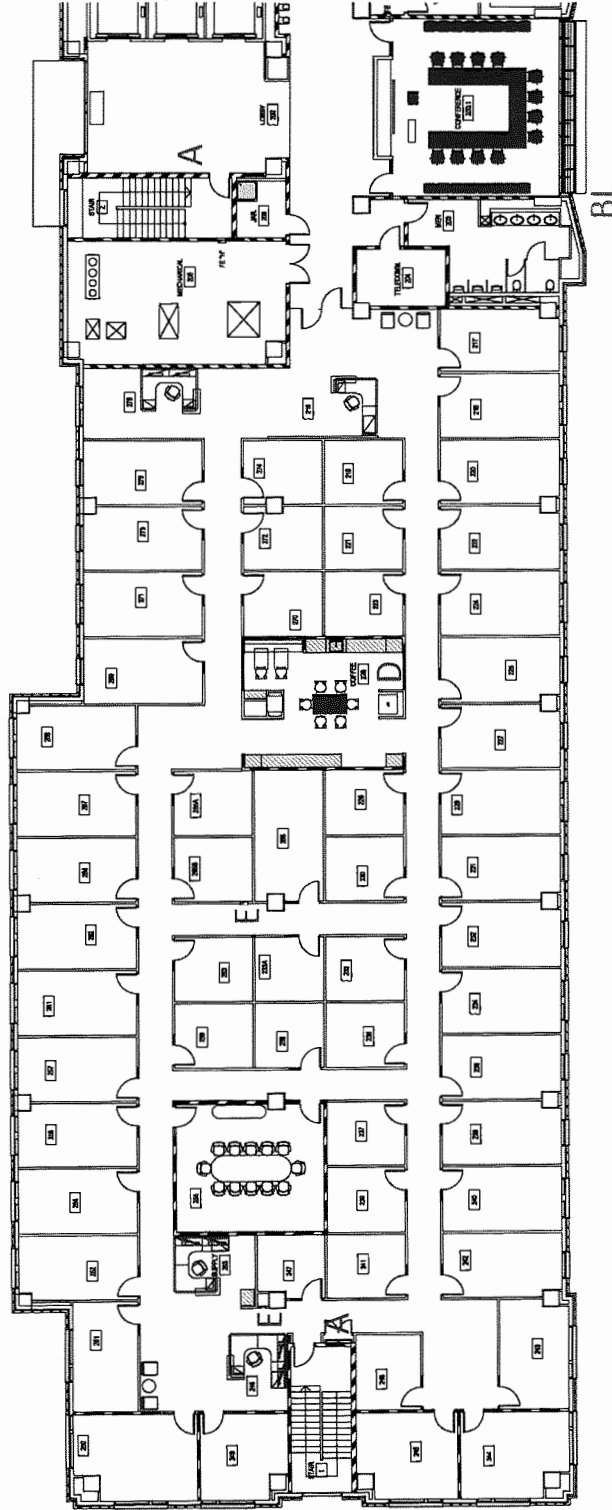
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Second Floor - West Wing

B

ALEC Department/Faculty Meeting

“What have I done today to make ALEC a better place for faculty, staff, and students?”

October 20, 2014

I. Congratulations, Thank You, and Good Bye

- a. **Jamie Norgaard** was selected as a participant for the 2014 Leadership Institute conducted by the TAMU HR Employee & Organizational Development.
- b. Congratulations and thank you to **Elke Aguilar** and **Lori Moore** for planning, organizing, and conducting the Western Region AAAE meeting in Hawaii.
- c. **Bill Cochran** is moving on to his dream job on October 24, 2014. We wish him the best of luck and thank him for his service to the department the past 6 years.
- d. **Dr. Tracy Rutherford** has been appointed by the Chair of the Faculty Senate to serve a two-year appointment on the University Disciplinary Appeals Panel (UDAP) from 2014-2016.
- e. **Dr. Lori Moore** was elected as Secretary of the Western Region AAAE in the Western Region conference in Hawaii in September. She will continue as a member of the Research Committee until summer 2015. **Dr. Jack Elliot** is now the Vice Chair of the Communications Committee/Member Services. **Dr. Theresa Murphrey** was added as a member of the Program Improvement Committee.

II. Announcements

- a. Alternate Work Location for faculty require a memo from faculty member to DH. If DH approves, the memo and a copy of the position description should be forwarded from DH to Dean of Faculties through Dr. Sams' (comes through HR first for routing). The DH will need to submit a cover memo justifying the request for final approval by the Dean of Faculties. After approvals from DOF you need to complete the Inventory of Equipment form and Alternate Work Location Safety Checklist if applicable. <http://rules-saps.tamu.edu/PDFs/33.06.01.M0.02.pdf>
- b. Make sure to include the city and state (or country if international) when filling out the “Trip Name/Destination” field in your Travel Authorization Request in Concur.
- c. Under the new 90 day reimbursement policy, any unallowed expenses charged to an agency travel liability card must be repaid within 90 days of the trip end date to be considered not taxable to the employee. To avoid additional taxes, reimbursement to the agency is required within 90 days, regardless of the date the expense report is submitted. Method of payments accepted is credit cards or personal checks. To pay by credit card please contact Gwen Tucker at 979-862-2245. Personal check may be sent to Accounts Receivable, 2147 TAMU College Station, TX 77843-2147
- d. A golden opportunity: Last week the Vice Chancellor approved our plan to obtain more space. We will be partnering with Texas A&M Extension to occupy the 3rd floor (16,000 total square feet) of the brand new 4th building (ground breaking will occur next fall we have been told). We will finally have some laboratory spaces for all of our areas. Our development efforts have paid off, but we have about \$4 million more to generate by next summer.
- e. A challenge to all of us: Each and every day during the next year, ask yourself, “What have I done today to make ALEC a better place for faculty, staff, and students?” I will be out-of-the-office making development visits quite often in the coming months, so we can make this golden opportunity a reality. I have personally asked the work group leaders and associate heads, and now, all of you to help support me and the other faculty and staff who will be assisting in the development efforts.
- f. Your task: You can help by seeking out or creating extraordinary positive achievements or interactions, and sharing them with Elke and me.

III. Publications/Presentations

- a. **Lockett, L., Moore, L., & Wingenbach, G.** (2014). A global worldview among extension professionals. A case study of best practices for study abroad programs. *Journal of Extension*, 52(4), Article 4FEA3. Retrieved from
- b. [http //www.joe.org/joe/2014august/a3.php](http://www.joe.org/joe/2014august/a3.php)
- c. **Garrett, R., Balinas, M. Wingenbach, G. Rutherford, T. Fath, K. Alvis, S. Bielecki, C., McGucken, A., & Pratt, O.** (2014). Members' perceived benefits and values of the Association for International Agricultural and Extension Education. *Journal of International Agricultural and Extension Education*, 21(2), 6-16. doi 10.5191/jiaee.2014.21201
- d. **Rouse, L., Bielecki, C., McGucken, A., Wingenbach, G., Rutherford, T., Pratt, O., & Balinas, M.** (2014). Eurocentrism and agriculture at a U.S. land grant university. *Journal of Extension Systems*, 30(1), 11-29.
- e. **Leggette, H. R., & Jarvis, H.** (Accepted). Students' perspectives of their experiences developing their identity as writers. *Journal of Applied Communications*
- f. **Leggette, H. R., & Homeyer, M.** (Accepted). Understanding students' experiences in writing-intensive courses. *NACTA Journal*.
- g. **Odom, S. F.** Undergraduate student perceptions of the pedagogy used in a leadership course: A qualitative examination. Accepted to the *Journal of Leadership Education*.
- h. **Dodd, C. F., Odom, S. F., & Boleman, C. T.** The career maturity of 4-H healthy lifestyles program participants. Accepted to the *Journal of Youth Development*.
- i. **Odom, S. F., Ho, S. P., & Moore, L. L.** An examination of the outcomes of the undergraduate leadership teaching assistant experience as a high-impact practice in leadership education. Accepted to the *Journal of Leadership Education*.
- j. **Odom, S. F., Andenoro, A., Sandlin, M. R., & Jones, J.** Undergraduate leadership students' self-perceived level of moral imagination: An innovative foundation for morality-based leadership curricula. Accepted to the *Journal of Leadership Education*

IV. 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. Funded:
 - i. Hall, S., **Strong, R., & McWhorter, G.** (2014-2016). Logistics, Meeting Coordination and Web-Based Communications, Digital Media Support for Environmental Cooperation. (\$260,000). Funded by the United States Department of State for curriculum development, training, and evaluation of adult entrepreneurial programs in Latin America.

V. Dutch treat lunch with Dr. E. – Contact Debbie King to schedule and leave a contact number (for rescheduling): October 20, 27; November 4, 5, 7, 14, 17, 26; December 3, 5, 19, 22

D

Graduate Program
Associate Head Report – October 20, 2014

1. Important Information - Dates & Deadlines
 - a. Spring 2015 course schedules have been sent to Registrar. Another review will be available soon before it will be uploaded in Howdy and registration opens for all graduate students.
 - b. Graduate Faculty/October Admission meeting was October 15. Faculty are in the process of reviewing applicant materials and decisions will be made by early November.
 - c. Prospective Student Day – October 24, 2014, AGLS 129. Faculty invited to meet and greet at 9:15 am.
 - d. OGAPS Final Exams deadlines for Spring – Last day to conduct non-thesis exam – November 7. Last day to submit final thesis/dissertation to Thesis Office - October 24.
 - e. ALEC Fall Graduation – December 19 – 9:00 am.
 - f. Clarice has created a graduate newsletter called Graduate E-News. It is sent to all graduate students and department twice a month. If you have any items you wish to include in the newsletter, please send to her.
2. D@D Information
 - a. Cohort 5 and 6 will be coming to the December Seminar, December 15-17, 2014. Dr. Murphrey and Clarice have been meeting often to finalize the logistics for the meetings. A copy of the final agenda will be going out to all joint faculty soon.
 - b. Clarice will be attending the FFA National Convention in Louisville, KY, October 28-31 to recruit for D@D.
3. Graduate Faculty appointment
 - a. Holli Leggette has been approved for addition to Graduate Faculty.
4. Graduate Curriculum Committee meetings
 - a. Chair, Gary Briers
 - b. Purpose: Review all new course requests, Special Topics requests (689), and other proposed curriculum items
 - c. Meets on an as needed basis
5. Graduate Curriculum Sub-Committee established October 2013
 - a. Chair, Billy McKim
 - b. Purpose: Evaluate/review the ALEC graduate research sequence and current advising documents for each program
 - c. The committee has met a few times with the next meeting scheduled for November 12, 9:00 am, AGLS 129.
 - d. Report findings back to the Graduate Faculty for approval

E

ALEC Extension Programs Status Report

October 2014

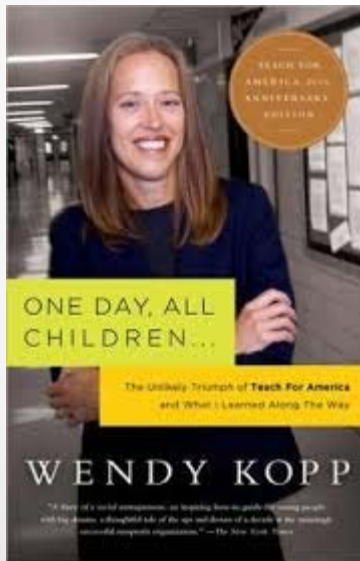
Important Activities and Dates

- November 3-7, 2014 – AgriLife Extension Program Excellence Academy I & II (OD)
- November 17-20, 2014 – Tax Assessors and Collectors School (VG Young)
- December 8-11, 2014 – National Association of Extension Program and Staff Development Professionals Annual Conference (OD)

Notable Initiatives

- Development of TexasData (Extension accountability system)
- Development of TexasInfo Visualization and Report System
- Development of TexasResources (online educational resource catalog and inventory system)
- Release of National Extension and Research Data and Impact System
- Development of public portal for National Extension and Research Impact System
- Implementation of the Texas A&M AgriLife Extension Service ExtensionU employee development effort
- Variable planning process for county programs
- County Improvement Program – creation of joint fellowship program for county government. Initial Fellowship awarded.

Making an Impact with Your Strengths: The Case of Wendy Kopp



Summer Odom & Jamie Norgaard

October 20, 2014

Wendy Kopp

Founder & CEO, Teach for America

Achiever
Competition
Responsibility
Relator
Strategic



How are these strengths evident from video about her?

<http://www.makers.com/wendy-kopp>



Other Characteristics

- **How Friends Describe Her:** "In overdrive at all moments."
- At the beginning of each year, she makes a to do list for the entire year and breaks it down by month and week. From the weekly to do list, she creates a daily to-do list and follows it rigorously.

ALEC Department Strengths- Fall 2014

Last Name	First Name	#1 Strength	#2 Strength	#3 Strength	#4 Strength	#5 Strength
Aguilar	Elke	Harmony	Connectedness	Relator	Intellection	Adaptability
Andrews	Kevin	Strategic	Learner	Maximizer	Command	Futuristic
Archer	Holli	Woo	Relator	Activator	Achiever	Significance
Baldwin	Ambrya	Ideation	Strategic	Futuristic	Intellection	Empathy
Boggus	Charlene	Consistency	Belief	Empathy	Discipline	Developer
Boyd	Barry	Responsibility	Maximizer	Harmony	Input	Learner
Briers	Gary	Maximizer	Woo	Positivity	Learner	Arranger
Burbank	Michael	Relator	Individualization	POsitivity	Activator	Responsibility
Clement	Cathryn	Learner	Intellection	Connectedness	Ideation	Input
Cochran	Bill	Context	Input	Adaptability	Connectedness	Communication
Coppernoll	Susannah	Learner	Deliberative	Relator	Connectedness	Harmony
Costello	Lori	Communication	Strategic	Relator	WOO	Achiever
Cummings	Scott	Individualization	Arranger	Adaptability	Harmony	Developer
Dooley	Kim	Strategic	Maximizer	Ideation	Woo	Communication
Dunsford	Deb	Includer	Woo	Positivity	Communication	Developer
Edney	Kirk	Input	Developer	Intellectual	Empathy	Arranger
Elbert	Chanda	Deliberative	Command	Harmony	Restorative	
Elliot	Jack	Strategic	Arranger	Achiever	Activator	Self-Assurance
Fulton	Clarice	Achiever	Learner	Includer	Restorative	Individualization
Gunnels	Tanya	Includer	Achiever	Positivity	Relator	Focus
Hanagriff	Roger					
Hancock	J.P.	Achiever	Intellection	Learner	Maximizer	Deliberative
Harlin	Julie	Input	Arranger	Responsibility	Connectedness	Intellection
Hill	Jackie	Futuristic	Discipline	Belief	Developer	Responsibility
Ho	Sarah	Relator	Learner	Achiever	Responsibility	Discipline
Jahedkar	Jennifer	Adaptability	Maximizer	Positivity	Developer	Ideation
King	Debbie	Connectedness	Futuristic	Arranger	Input	Learner
Krajca	Curtis					
Kubecka	Jana	Discipline	Harmony	Achiever	Consistency	Context
Lindner	Jimmy	Achiever	Maximizer	Competition	Harmony	Adaptability
Lockett	Landry	Input	Positivity	Context	Connectedness	Learner
Mazurkiewicz	Jim	Context	Connectedness	Achiever	Maximizer	Developer
McClure	Megan	Communication	Maximizer	Woo	Positivity	Activator
McKee	Valerie	Competition	Ideation	Futuristic	Individualistic	Strategic
McKibben	Jason	Ideation	WOO	Connectedness	Adaptability	Strategic
McKim	Billy	Ideation	Learner	Activator	Command	Individualization
Moore	Lori	Learner	Achiever	Consistency	Intellection	Input
Murphrey	Theresa	Learner	Input	Harmony	Maximizer	Responsibility
Murphy	Tim	Analytical	Focus	Relator	Learner	Achiever
Norgaard	Jamie	Maximizer	Arranger	Individualization	Harmony	Responsibility
Odom	Summer	Responsibility	Harmony	Individualization	Discipline	Deliberative
Patil	Vidya					
Payne	Michelle					
Payne	Tom					
Perdue	Emily	Connectedness	Responsibility	Developer	Belief	Adaptability
Piña	Manuel					
Pope	Paul	Deliberative	Developer	Restorative	Individualization	Harmony
Rayfield	John	Harmony	Relator	Learner	Analytical	Belief
Redwine	Tobin	Strategic	Communication	Learner	Positivity	Ideation
Ripley	Jeff	Competition	Belief	Focus	Arranger	Command
Rutherford	Tracy	Maximizer	Ideation	Positivity	Activator	Strategic
Rutherford	Vanessa	Context	WOO	Communication	Achiever	Belief
Shinn	Glen	Connectedness	Futuristic	Arranger	Input	Learner
Sledd	James	WOO	Communication	Activator	Futuristic	Positivity
Specht	Annie	Maximizer	Context	Competition	Futuristic	Communication
Stavinoha	Reid	Restorative	Belief	Responsibility	Individualization	Context
Strong	Robert	Achiever	Competition	Maximizer	Learner	Significance
Stroud	Kenny	Harmony	Consistency	Deliberative	Restorative	Adaptability
Thomas	Chirs	Strategic	Learner	Context	Intellection	Analytical
Vestal	Andy	Ideation	Learner	Belief	Maximizer	Self-Assurance
Weber	Katy	Harmony	Responsibility	Adaptability	Arranger	Context
Williams	Jennifer	Communication	Woo	Learner	Input	Positivity
Wingenbach	Gary	Learner	Belief	Connectedness	Achiever	Deliberative
Zwilling	Clay	Self-Assurance	Command	Activator	Relator	Significance