

**DEAN'S COUNCIL MEETING**

September 11, 2015

10:00 A.M. Ag Hall Conference Room

**MEMBERS:**

Ron Rosati	Scott Mickelsen	Glenn Jackson
Eric Reed	Brad Ramsdale (absent)	Dottie Evans
Doug Smith	Barb Berg (absent)	Jennifer McConville (absent)
Mary Rittenhouse		Catherine Hauptman (recorder)

The NCTA Dean's Council Meeting was called to order at 10:03 a.m. with the above referenced individuals in attendance.

**WELCOME**

- Dr. Rosati welcomed everyone to the meeting

**APPROVE MEETING MINUTES FROM 8/27/2015**

- Glenn moved to approve the minutes as amended, Mary 2<sup>nd</sup>, motion carried.

**FACULTY WORKLOAD**

- Each Dean's Council member was given the faculty workload spreadsheets proposal.
- If enrollment is below the required minimum, then the course load is considered a service contribution by the faculty member.
- Concerns were raised regarding online classes and instructor time expended for such.
- Faculty workload will be revisited at the next Dean's Council meeting.

**POSITION CHANGES**

- In November, Dr. Don Adams is moving to Lincoln and Dr. Kelly Bruns will be lead the West Central Research and Extension Center district, North Platte.
- Dr. Connie Fisk is moving fulltime to Nebraska Extension, effective Oct.1, and NCTA plans to fill the vacancy for the Urban Agriculture program.
- Two NCTA custodian positions hired are TJ Popp, night shift, Rachel Farber, 2<sup>nd</sup> shift.

**STUDENT WORKERS**

- A new system has been implemented for student workers. This process will be reviewed next week when all Council members can be present.

**TRAVELING TEAMS, STUDENT OUTREACH**

- Scott updated the faculty regarding student, traveling teams. Faculty are not to penalize students for being absent for team travel. However, students are to inform faculty before their travel and make arrangements for coursework duties.
- State Fair is an excellent recruitment opportunity where NCTA should be including our students for these outreach opportunities. Any faculty taking students to large events such as State Fair and Husker Harvest Days are asked to assign students to assist recruiters in volunteer duties at the exhibits or events.
- The Curtis community appreciates seeing the students at community events, meetings, dinners, etc. NCTA is fortunate to have wonderful community support.

### **DRIVERS FOR THE LARGE BUS**

- NCTA has a need for more CDL-qualified bus drivers. Currently, the two people certified individuals to operate the large bus are both faculty members who are needed in the classroom. NCTA need to balance workload/faculty staffing and transportation requests.
- Options: 1) More faculty or staff obtain their CDL, or 2) Use smaller vehicles and vans which do not require a CDL-certified driver.

### **RFC CONFERENCE OCT. 21-22**

- Dr. Rosati encourages active involvement in the Rural Futures Conference by NCTA faculty and students, and asked for registrations to be made by early October.
- Registration is \$20 for students and \$100 for faculty. Dr. Rosati asked division chairs to share information with their faculty and use professional development funds to attend Oct. 22. (The Heuermann Lecture Oct. 21 is free to the public and all on campus).
- Dr. Rosati asked for suggestions on registration costs – possibly through service hours.
- He proposed seeking a scholarship between NCTA and Rural Futures Institute.
- Dr. Jackson said many Vet Tech faculty and students are obligated to classes on Oct. 22 due to duties for VTS Continuing Education to be held at NCTA on Oct. 23-24

### **UNSTA 50<sup>TH</sup> ANNIVERSARY CELEBRATION**

- The planning committee is meeting to plan activities for Nov. 13, 2015

### **ACCREDITATION UPDATE**

- Evidence data is due to Dottie Evans today, with dual credit and faculty qualification policies are still being finalized, as well as some criteria clarification and editing.
- Writing deadline is Sept. 15 for Dean's review; then his suggestions done by Sept. 25.
- Dottie expressed appreciation for everyone's part in the accreditation document.

### **FACULTY EVALUATION**

- Catherine is scheduling Dean's classroom visits through the Division chairs for each faculty member. These will occur between September 15 and December 1.

### **NCTA CALENDAR OF EVENTS**

- Dr. Rosati distributed an NCTA calendar, noting several significant events
- Husker Harvest Days in Grand Island includes two booths – at the UNL and Reinke buildings. Recruiters, several NCTA classes and faculty will attend Sept. 15-17.
- Dr. Ramsdale will share agronomy education and irrigation tech recruiting at Reinke, including a segment Sept. 15 on "AgPhD," a national radio program on SiriusXM 147.

### **OTHER BUSINESS**

- Some issues were raised regarding student violations (theft and alcohol in the dorms)
  - The Frontier County Sheriff has been writing citations for alcohol violations
  - If anyone has other concerns or hears of issues, please notify Scott.
- NCTA is still considering solutions for the tractor issue for Ag Production Systems.
- The Agribusiness Management Systems advisory meeting will be Tuesday, Nov. 17 at 12 p.m. in Ag Hall room 38. Mary R. invited participation by faculty.
- Student clothing exchange or thrift shop: Consider a proposal of having a thrift shop for students somewhere on the campus to access clothing or supplies for job interviews. It would be for students to exchange or take clothing items for free.

**The Dean's Council adjourned at 11:00 a.m. The next meeting will be Thursday, September 24 at 12:00 p.m.**