

Department of Ag/Agribusiness  
Leadership Meeting  
June 29, 2011

Attendance: Greg Blonde, Bob Cropp, Ken Bolton, Steve Huntzicker, Scott Gunderson, Vance Haugen, Patti Nagai, Tim Jergenson, Mahlon Peterson, Matt Glewen, Otto Wiegand, Craig Saxe, Kevin Schoessow, Don Genrich, Barb Larson, Tina Kohlman, Mike Rankin, Mike Ballweg, Peg Reedy, Mark Kopecky, Alan Linnebur, Dave Williams, Tom Cadwallader

- 1) Introduction and Review of the Agenda
  - a. TER can be turned in today or sent to Greg
  - b. WISLINE information will be sent out for our department by Greg
  - c. Brief discussion about department budget
  
- 2) Update and Corrections to membership list:
  - a. Add Abby H. under instructors
  - b. Add Maria B. under instructor
  - c. Probationary Faculty list was discussed
    - i. Mentor teams are important and doing well. It is important to keep teams consistent through the process if possible.
    - ii. 5 to 6 candidates for tenure this year
    - iii. Discussion of roles of mentor team individuals (Vice-Chair, SRP Rep, Lead Mentor)
    - iv. District mentor team responsibility to make sure the SRP does not become "copy editors"
  
- 3) By-Laws
  - a. Short review and discussion
  - b. Greg showed how to access materials online (some changes will be coming online as well)
  - c. Add department website to the Secretary of Faculty website
  
- 4) Committee Structure
  - a. 3-4 persons to replace those who have left or will be leaving Extension
  - b. Greg will help appoint replacements along with Vice-Chairs
  
- 5) Annual Calendar of Events
  - a. Greg is working on putting together a department calendar
  - b. Discussion of DLA's role and Vice-Chairs
    - i. DLA's represent the Program Area
    - ii. Vice-Chairs represent the department
  - c. Committees
    - i. Reminder to post meetings with Mary Detra
    - ii. Do all committees need to send minutes to Mary Detra? (SRP already does)
    - iii. Possible to meet opposite months of Vice-Chair WISLINES for other committees and ad-hoc committees

6) UWEX-Strategic Change-Action Teams

- a. Staffing: (2003 staffing outline- see attached)
  - i. Alan L. created the outline as a summary to the full 2003 staffing document
  - ii. New staffing committee will review 2003 document and current strategic plan as the move forward
  - iii. Dave Williams has been connecting with someone from each district to help with filling open positions so that our department faculty is represented
  - iv. State Specialist or other areas of erosion of county support from the state??
    - 1. Fill the gaps with new county hires? (Example: Swine Team) What is the department's action?
  - v. Can we put our planning together on staffing to help drive the statewide plan?
  - vi. The department staffing committee will meet to continue discussions and action plan
  - vii. Department Staffing Committee is open to any and all comments from members
- b. Administrative Resources, Technology, and Information Systems:
  - i. Four Districts for the future
    - 1. Integrate the 4 HR people in those districts (right now DD's) into each of the four program areas? (Possible idea??)
    - 2. The department can get involved now in the responsibilities of each position and what expertise they have
- c. Political Effectiveness:
  - i. No official meeting at this time
  - ii. Integrate standards into tenure?
- d. Inclusive Effectiveness and Scholarship
  - i. The department is represented in both of these areas

7) Department Strategic Plan Implementation Update

- a. Restructuring and Staffing
  - i. Retention of employees and salary and benefits were discussed
  - ii. Collegiality and mentoring can be important benefits
- b. Scholarship
  - i. Posting individuals information and scholarship on the web. Progress will continue
  - ii. Formal working titles=Ad Hoc group to be formed in the future
- c. Communication
  - i. Bi-monthly WISLINE for 2011-2012
  - ii. Electronic Communication- 2 additional department meetings (one between October and April)
  - iii. Web Communication to address website updates. Possible department, money to pay a webmaster (Craig Saxe is interested in helping see this get going)

8) Governance Protocols

- a. Concernment appointments
  - i. Voting rights?
- b. Emeritus Status
  - i. Discussion with Vice-Chairs
    - Do you need to be drawing retirement or just be eligible?
    - Available to Professors or Associate Professors?

9) District Changes:

- a. From five to four districts, no rush to make changes as individual departments and we should work with the three other departments
- b. Work through the senators and university committee with these changes

10) Mentoring

- a. August 15<sup>th</sup> and 16<sup>th</sup>—Matt Glewen will be hosting a “new colleague” orientation for new and interim positions
- b. We also are informally working with interim and Extension associates to help them work toward becoming part of the department
- c. Department is open to helping those new interim positions

11) Meeting adjourned at 2:40pm.

Respectfully Submitted by:  
Steve Huntzicker