**Administrative Council Meeting Minutes**

**June 20, 2022**

Attendees: Dr. Cindy Akers (Interim Dean), Dr. Christy Bratcher, Dr. Robert Cox, Norman Martin, Laci Hardman, Alex Yack, Dr. Scott Burris, Prof. Eric Bernard, Dr. Glen Ritchie, and Dr. Mike Ballou

1. The minutes from the May 16, 2022 meeting were approved as distributed.
2. Dr. Akers asked the chairs to be thinking about topics for this years’ faculty retreat. Ideas noted from previous meetings include soliciting information from the faculty regarding “the pursuit of excellence;” an update from the Provost about the dean search; time for the faculty to get to know each other and learn about current projects going on in the departments; update from Dr. Sharma regarding DE&I activities.
3. In regards to the Advisory Board meeting, Dr. Akers asked the chairs to put together a one page slide or pdf to send to the advisory board members prior to the meeting. Monty Christian may help in soliciting ideas/information regarding the “pursuit of excellence.” It was also noted that we need to work on the by-laws of the advisory board and come up with ways in which we can better utilize the board and their knowledge and expertise. Dr. Akers passed out a couple of handouts. One is of the current Davis College Advisory Board by-laws and the other is by-laws of other college advisory boards that Tracee Murph received from some colleagues at NAADA.
4. Dr. Bratcher gave an update on research numbers. She noted that we just had a $53M proposal go through, so right now our numbers are looking good. For awards, we still need about $1.2M over the next 3 months to reach $11.8M and be at the same level as close of fiscal year last year. She also announced July 11th would be the due date for submission of maximum and minimum dollar amounts for graduate student stipends. Dr. Bratcher stated Sandra and Shayne were working on an agenda for a graduate student orientation to be held in the fall. They will focus more on tuition, insurance, networking, etc. instead of TA duties since there is a separate workshop through College of Arts and Sciences for that. This will be on August 23rd for graduate students in Davis College. Dr. Bratcher announced there will be a graduate student poster competition on either September 8th or 9th and information would be sent out soon.
5. Dr. Cox reported that the small class portal for Summer I was finally cleared out and will open soon for Summer II. He also noted there will be an email Curriculum Committee vote sometime this summer. He also encouraged the chairs to please begin reviewing their program assessments now, so that when they come due in October or November they will be ready.
6. Alex Yack stated that Institutional Advancement met its goal of $200M, and he was proud to say that $52M of that is from Davis College.
7. Norman Martin announced that he has a meeting coming up soon regarding the launch of the TTU Centennial Celebration. He also reported that the college calendar is still on hold due to some software/programming issues.
8. Laci Hardman stated that budget prep was over and they have locked in a $30M budget for the college for next fiscal year. She is currently working with budget managers on “use or lose” funding, and also noted there is still graduate student funding that needs to be spent.

UPDATES

PSS: Dr. Ritchie noted they have identified a candidate for the B. L. Allen Endowed Chair in Soil Science. The candidate will begin in January once all the paperwork has been completed and approved. He also said they recently had a meeting regarding the Davis College Water Center and are working to get it functional again to meet the strategic needs of the college. Dr. Krishna Jagadish will be heading up the center.

VS: Dr. Ballou reported that Vet Sciences is doing a lot of research this summer and mentioned their new degree program has been submitted.

AEC: Dr. Burris remarked that his faculty attended their national meeting the end of May and reported on several that received awards/recognitions: Dr. John Rayfield made Fellow for AAAE; and Dr. Courtney Gibson received the Distinguished Agricultural Communications Educator Award. In another organization, those receiving ACE (Association for Communication Excellence) Awards this year were: Journal Article of the Year - Dr. Laura Fischer, Dr. Cara Lawson (currently at Oregon State), Dr. Courtney Meyers, Amber McCord, Dr. Erica Irlbeck and Dr. Amy Boren; Outstanding Paper - Dr. Laura Fischer, Ginger Orton (Oregon State) and Dr. Cara Lawson (Oregon State). Dr. Burris announced Jason Headrick is heading to Seville, Spain to teach a study abroad course this summer and Dr. Courtney Meyers is headed to Wagga Wagga, Australia on July 1st to finally get to complete her Fulbright Scholar Award that has been delayed for two years due to COVID.

NRM: Dr. Cox announced that the Texas Tech Chapter of The Wildlife Society has been awarded the national 2022 Student Chapter of the Year Award. They are very proud of the student officers and members and how hard they have worked to receive this recognition.

LA: Prof. Bernard noted that Dr. Muntazar Monsur has been busy working with graduate students building planters on playgrounds for kids this summer for one of his projects. He also mentioned that Dr. Monsur was the lead on a proposal that has been submitted to the LEGO Foundation, where total grants awarded will be in upwards of $100M. He also reported Dr. Daniel Phillips is currently in Hawaii serving as a guest lecturer on the topics of green infrastructure and water modeling. Dr. Phillips recently had his first proposal accepted and signed by the City of Lubbock to work with them on green infrastructure and water run off. This will be a project in the Heart of Lubbock neighborhood. Prof. Bernard stated they have five (5) students defending this summer. He also noted they finally received their FarmBots but are still waiting on other equipment before they can complete the green infrastructure lab. Now they are just waiting for the new chair, Dr. Leehu Loon, to arrive on August 1st.