**Administrative Council Meeting Minutes**

**July 15, 2019**

Attendees: Dr. Bill Brown, Dr. Cindy Akers, Dr. Christy Bratcher, Jane Piercy, Norman Martin, Linda Whitebread, Dr. Ryan Williams, Dr. Steve Fraze, Dr. Chance Brooks, Prof. Jason Sowell, Dr. Mark Wallace and Dr. Eric Hequet

1. Dr. Cindy Akers discussed a proposed accelerated Bachelor’s to Master’s program. With this program, students can start taking graduate level courses during their undergraduate degree program, and up to 9 hours can “double count” in both the undergraduate and graduate degrees. These programs are designed for students to earn both degrees in a cost-effective and timely manner. Dr. Akers passed around a handout showing the approval steps as listed in Curriculog. The process to get it approved can take anywhere from 5 weeks to 3 months. She asked the department chairs to let her know as soon as possible if they would like to do this, and if so, then she would need to know what courses they would want in their degree programs that would be eligible for the “double count” towards both Bachelor’s and Master’s degrees. Students will need to start the application process in their junior year.
2. Dr. Akers passed out a table showing our current student enrollment numbers. She believes we are close to where we were last year at this time.
3. Dr. Brown passed out draft agendas for both the faculty retreat and advisory board meetings that will be held in August. He asked the chairs for ideas/suggestions on the agendas.
4. Dr. Akers and Dr. Bratcher discussed a Faculty Fellows Development Program they are working on creating for our tenure-track faculty who have completed their third-year review, but have yet to go through promotion and tenure. This would be designed to provide practical information, assistance and experience needed by pre-tenure faculty to be successful and competitive. More information will be forthcoming as the program develops.
5. Dr. Wallace reported that NRM will have two new faculty beginning in September, replacing Dr. Robin Verble (Fire Ecology) and Dr Allison Pease (Fisheries). Dr. Nathan Gill will be the new Fire Ecologist and Dr. Scott Collins will be in Fisheries.
6. Jane Piercy announced that Evan Johnson would be leaving their office today. Evan has been accepted into the Texas Tech Law School, and today is her last day with them. She also reported that Institutional Advancement has been hiring several new development officers, one of which will come to CASNR. We are not sure when their start date will be as they still have to go through training before coming to us. Jane has just returned from a visit with several of our faculty to the Wood Ranch, which is close to Cisco. She said the visit went very well and she is looking forward to seeing if we can partner with them on several projects.
7. Dr. Hequet noted that Dr. McKenney’s lab was finally undergoing some much needed renovations before the new horticulturist, Catherine Simpson, arrives this fall. He also reported they are in the process of hiring a new plant physiologist as well as interviewing candidates for Dr. Herrera’s area. Dr. Hequet also noted there is a lot of activity going on about Hemp these days, but probably nothing concrete until January. Everyone is waiting to see what the implementation rules will be. PSS has also requested some space in ESB II.
8. Dr. Fraze reported Lindsey Kennedy will begin her new position as Assistant Professor of Practice in the fall. Dr. Matt Baker has just resigned his faculty position and will become the new chair of the Department of Agricultural Leadership, Education and Communications at Texas A&M University. Mary Lou Flom, after 47 years at Texas Tech University (41 of those in the Department of Agricultural Education and Communications), will be retiring at the end of July. There will be a reception on July 25th from 3:00 – 5:00 at the McKenzie-Merket Alumni Center to thank her for her many years of service to the department and college. Dr. Fraze said they are on the last portion of the remodeling of their building, and hoping it will be completed soon. He also stated AE&C will continue the Doc-at-a-Distance Program on their own, as Texas A&M has opted out of participating in this on-line Ed.D. program.
9. Norman Martin reported the CASNR website is up-to-date and looking good.
10. Linda Whitebread stated that she will be meeting with the departmental business managers soon to make sure that we are spending all the state funding that needs to be spent before the end of the fiscal year.
11. Dr. Chance Brooks stated many of the AFS faculty were involved in engagement activities this summer. A group of faculty have just completed teaching the Meat School in Spanish, several have just returned from the RMC in Colorado (Colorado State University) and the ASAS Annual Meeting, which was held in Austin this year. Our teams were very successful at both conferences. AFS also has several renovations going on this summer. Kristin Hales began on June 1st, as the new Thornton Chair in AFS. They currently have searches going for an Animal Health/Physiology position as well as a Companion Animal position.
12. Dr. Akers announced that Cindy McCullough, our current Coordinator for Scholarships, will be retiring the end of August and we are currently in the process of interviewing candidates for her replacement.
13. Dr. Christy Bratcher noted she has been attending many meetings and trainings since arriving here on June 17th. She has been meeting with department chairs and many people on campus involved in research. She is currently looking into a proposal review service as well as working with Dr. Akers on the Faculty Fellows Development Program.
14. Prof. Jason Sowell reported LA will have one new faculty member this fall, Dr. Muntazar Monsur, and they are looking to hire two instructors. Searches for two additional faculty members will take place later in the year. He noted Prof. Bernard has been working on getting estimates for needed renovations in the Pavilion.
15. Dr. Ryan Williams announced AAEC had two successful study abroad programs this summer. One was in China and the other in Spain. They also have two faculty positions they are currently doing searches for.
16. Julann reminded the chairs that college committee changes are due to her on Friday of this week (July 19th).