**Administrative Council Meeting Minutes**

**July 18, 2022**

Attendees: Dr. Cindy Akers (Interim Dean), Dr. Robert Cox, Norman Martin, Laci Hardman, Alex Yack, Dr. Phil Johnson, Dr. Scott Burris, Dr. Chance Brooks, Prof. Eric Bernard, Dr. Warren Conway, and Dr. Glen Ritchie

1. The minutes from the June 20, 2022 meeting were approved as distributed.
2. Dr. Akers reported that she has been working on draft agendas for the Faculty Retreat and Advisory Board meetings and will send those to everyone when they are more complete.
3. Dr. Akers passed out a copy of Advisory Board by-laws from several years ago. She will make some updates and asked the chairs to provide input as well. These by-laws include officers for the advisory board as well as goals and committees.
4. The award nominations for 2022-23 were discussed and decided on.
5. Dr. Cox asked the department chairs to send him the names of the people in their department that will be completing their assessments in the fall. He would like to visit with them and give them an idea of what this will entail. These assessments are usually due in October.
6. Alex Yack reported that he just returned from San Antonio where he attended the Texas Wildlife Association’s annual meeting. Many NRM faculty and students attended as well as Dr. Akers. They had a great turnout at the TTU Davis College alumni reception.
7. Norman Martin stated that he has several new stories that will be out on the website soon. One includes Patience Knight, a former NRM student athlete who will be inducted into the Texas Tech Hall of Fame in October.
8. Laci Hardman indicated that she is continuing to work with business managers on spend downs and will be sending out 16K balances to the chairs soon.
9. Dr. Akers noted that the summer numbers have been way up, and with this being a counting year that is good news.

UPDATES

PSS: Dr. Ritchie announced they have 3 candidates that will be visiting over the next 3 weeks. They will be interviewing to fill Dr. Mendu’s former position at the FBRI.

AAEC: Dr. Johnson reported they are working on the elevator in Ag Sciences and the asbestos abatement has been completed. The abatement caused faculty to have to find places to move to throughout the building. Dr. Johnson said the study abroad in Seville, Spain went well and Dr. Conrad Lyford will be fulfilling his Fulbright Fellowship this fall. Matt Owens will be teaching Dr. Lyford’s sales class while he is out. Dr. Darren Hudson has returned from his month-long study abroad class to Botswana. Dr. Johnson will be looking to fill two positions this year.

AFS: Dr. Brooks stated that Dr. Darren Henry’s position has been reclassed to a genomics position and they have two candidates coming in the first part of August for interviews. He noted Dr. Heidi Brady was home from Seville, Spain where the enrollment in her study abroad classes was very good. Dr. Brooks also reported that RRO numbers are way up - they are having lots of kids coming through.

NRM: Dr. Conway announced the Ranch Management Program has been approved by The Higher Education Coordinating Board (THECB). They are hoping to have it ready for enrollment beginning fall of 2023, and fundraising has begun in order to hire a director for the program. Dr. Conway noted that all summer classes offered were made except for one, and they had very good enrollment. Dr. Gad Perry is currently in South Africa with a study abroad class. He also stated that NRM has recently received a few monetary gifts and grants. They are now starting to work on scheduling fall events.

LA: Dr. Akers thanked Prof. Bernard for his service to the department the last several years and noted this will be his last Administrative Council meeting. Prof. Bernard indicated that Prof. Leehu Loon will officially begin his duties as chair on August 1st, but that he plans to be in the office some the week before. Prof. Bernard is hopeful they will receive the rest of the parts for their robots so they can get them up and running in the green infrastructure lab. Dr. Phillips spent time in Hawaii this summer giving lectures, and Dr. Monsur is currently in New Mexico scanning a stream in order to build models that will help train people before they go into the field. Prof. Bernard gave an update on the produced water board, and it is moving along slower than they had hoped but he will be reaching out to some, possibly in AAEC, for some data.

AEC: Dr Burris said things in his department are currently going very smoothly. They had a group at the Texas FFA Convention last week, and have a group at the Ag Media Summit in Raleigh, North Carolina this week. He is hopeful that their student magazine, *The Agriculturist*, which won the top award at NAADA last month, will come out on top at the Ag Summit as the national winner. He noted they currently have a study abroad class going on in Seville, Spain which is going well. Dr. Burris took Dr. Courtney Meyers and her family to the airport the first of July where they were heading to Wagga Wagga, Australia. Dr. Meyers received a Fulbright Scholar Award and will be collaborating with colleagues at Charles Sturt University to facilitate the curriculum development process for agricultural communications.

Dr. Johnson noted that Dr. Darren Hudson, Dr. Jamie Pavlik and Dr. Conrad Lyford were part of the recent group of Mandela Fellows that were at Texas Tech University this summer. He noted that many good relationships were formed during their study here.

Dr. Burris also stated that he has been contacted by the centennial committee to schedule an appointment with the people who will be creating the exhibit. The centennial will rollout sometime in August.

Dr. Akers gave an update on the new building plans and noted that we are now on the Master List/Plan. We now need to begin working on space utilization plans, how we can use a new building to grow some of our programs, and how we can use this new space to increase our research grants, etc. We need to get as much data to them as possible.

Dr. Akers reminded the chairs that CIP requests are due to her the 1st of August. Laci will resend the email with the form to those who need it. Dr. Akers asks that chairs put needs on the list that are truly needed. If there are excess funds at the end of the year that is the “go to” list to see what projects might can get funded.