

**Advisory Committee Meeting Minutes  
Division of Information and Technology**

**Program: Farm and Ranch Management**

**CHAIRPERSON: Langdon Reagan**

**MEETING DATE: 10-23-12      MEETING TIME: 12:00      MEETING PLACE: Bara's Mexican Restaurant**


**RECORDER: Reggie Quiett      PREVIOUS MEETING: 10-18-11**

**MEMBERS PRESENT:**

Larry Brown, Manager , Farmers Coop	Langdon Reagan, Extension Agent, Texas Agrilife
Shannon Conley, Rancher – Previous Adjunct Instructor	Reggie Quiett, Resource Team Leader, NRCS
David Fisher, AVP Technology Coordinator, Waggoner Bank	Tobi Wilson, Insurance Agent, Farmers Insurance
<b>OTHERS PRESENT:</b> Mark Holcomb, Information and Technology Division Chair Chad Smith, Instructor Sharon Winn, Assistant to the Dean of Instructional Services Vicki Bradley, Instructional Services Secretary	<b>ABSENT:</b> Billy Noah, Human Resource Director, Tyson Foods Jonathan Ramirez, Owner/Operator, Farming/Ranching

Agenda Item	Action Discussion Information	Responsibility
<b>Welcome and Introductions</b>	Welcome Members, Administration, and Staff	Chad Smith
<b>Purpose of Advisory</b>	Advice and Expertise for Farm and Ranch Management Program	Mark Holcomb
<b>Committee Election of Officers</b>	Langdon Reagan, Chair Reggie Quiett, Recorder	Chad Smith
<b>Minutes</b>	Approved	Chair
<b>Old Business</b>	Farm and Ranch Management Program Evaluation Complete	Chair
<b>Continuing Business</b>	Agriculture Program Evaluation In Progress	Chair
<b>New Business</b>	Program Statistics: Graduates and Enrollment	Chad Smith
	Workplace competencies- Program Outcomes/Goals and Objectives	Chad Smith
	Program revisions, curriculum/course review – AGAH 1311 Livestock Evaluation I	Mark Holcomb
	Evaluation of facilities, equipment, and technology	Chad Smith
	External Learning experiences	Chad Smith
	Promotion and publicity about Farm and Ranch Program to community, business and industry	Chad Smith
	Recruitment and retention of the underrepresented gender in gender-biased Programs	Chad Smith
	With no further discussion the meeting was adjourned	Chair
<b>Adjourn</b>		Chair

**MINUTES**

<b>Welcome</b>	The Farm and Ranch Advisory Committee meeting was called to order at 12:15 pm. Chad Smith introduced the committee members, administration, and staff.	
<b>Committee Purpose</b>	Mark Holcomb thanked each member for their commitment to the issues pertaining to the area of Farm and Ranch Management. Explaining the mission of Vernon College is to support our local communities and most importantly the needs for work in our local communities.	
<b>Election of Officers</b>	Toby Wilson made a motion for Langdon Reagan to serve as Chairperson, and Reggie Quiett as Recorder, David Fisher seconded the motion. Motion approved.	
<b>Minutes</b>	Minutes from the previous meeting were reviewed. Mr. Wilson entertained a motion to approve the minutes as presented. Mr. Fisher seconded the motion. Motion approved.	
<b>Old Business</b>	Mr. Reagan stated the Farm and Ranch Management Program Evaluation packet is complete.	
<b>Continuing Business</b>	He reported that the Agriculture Program Evaluation is in Progress.	
<b>New Business:</b> Program Statics: Graduates and Enrollment	The cumulative list of graduates/completers and enrollment were reviewed. Mr. Smith stated the program has 23 graduates/completers from May 2009 – August 2012, which is an adequate amount of completers. He also reviewed the Fall 2012 enrollment, depicting an average class size of 13.8 and 5 practicums.	
Workplace competencies- Program Outcomes/Goals and Objectives	After reviewing the Program Outcomes, the committee agrees that the Program Outcomes are current and adequate. Mr. Holcomb stated that the Learner outcomes basically are a contract with the student. Mr. Smith commented they are the key points for instructional areas.	
Program revisions, curriculum/course review – AGAH 1311 Livestock Evaluation I	Mr. Holcomb informed the committee that AGAH 1311 Livestock Evaluation I is being archived from the course listing mandated by the State. Mr. Smith commented that the same course is taught as an academic course, listed as AGRI 2321 Livestock Evaluation I. Shannon Conley questioned the possibility of an AI lab/certification. She will research on the possibility of a palpitation lab, possibly utilizing a local vet clinic for a weeklong session for certification.	
valuation of Facilities, Equipment, and Technology	The Farm and Ranch Management classroom, equipment, and technology are up to date and adequate, explained Mr. Smith. He stated, this department utilizes external labs for hands on experience, instead of simulation type devices in the classroom. Also, the department has purchased DVD's to enhance instruction in the classroom.	
External Learning experiences	Mr. Smith reviewed the list of External Learning Experiences. These locations are useful to enlighten student knowledge in the work area and broaden the mentality of students leaning toward the Farm and Ranch career choice. He expressed his appreciation for the insight and/or help from committee members assisting our students.	
Promotion and publicity about Farm and Ranch Program to community, business and industry	Discussed ways of promoting and publicizing the program. Mr. Smith commented that he assist the 4-H/FFA with local, county, district, and state stock shows and/or contest. Mr. Reagan commented at the District Horse Judging contest, Mr. Smith was in contact with 160+ kids. Mr. Holcomb reiterated that he and Mr. Smith would be present for the FFA Leadership Contest on November 7 <sup>th</sup> in Wichita Falls. Ms. Conley questioned the availability of Farm and Ranch Management related scholarships. Mr. Smith will speak with Michelle Alexander on concerning scholarships.	
Recruitment and retention of the underrepresented gender in gender-biased Programs	Mr. Smith reported for the Fall 2012 semester, his class load consists of 13 duplicated females and 7 unduplicated females. He stated that for the last Ag Day the underrepresented gender was well represented.	
<b>Adjourn</b>	With no further discussion the meeting was adjourned at 12:50.	
<b>CHAIRPERSON SIGNATURE:</b> 	<b>DATE:</b> 10-23-12	<b>NEXT MEETING:</b> To Be Announced