

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

Program: Farm and Ranch Management

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| CHAIRPERSON: Richard Farmer | | |
| MEETING DATE: 10-21-13 | MEETING TIME: 6:00 pm | MEETING PLACE: Vernon College |
| RECORDER: Shannon Conley | | PREVIOUS MEETING: 10-23-12 |

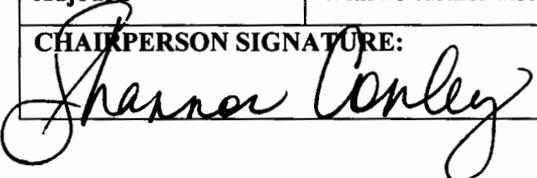
MEMBERS PRESENT:

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| Edward Alaniz, Assistant Manager, Tractor Supply | Josh Kieschnick, Farmer/Rancher |
| Larry Brown, Manager , Farmers Coop | Justin Lehman, Farmer/Rancher |
| Shannon Conley, Rancher – Previous Adjunct Instructor | Kyle Myers, VHS Ag Instructor |
| Richard Farmer, Student | Michael Overstreet, Dairy Farmer |
| Clint Kieschnick, Farmer/Rancher | Joe Ed Word, Farmer/Rancher |
| OTHERS PRESENT: | |
| Michael Schoppa, AGRI/FRM Instructor | Dr. Gary Don Harkey |
| Mark Holcomb, Information and Technology Division Chair | Vicki Bradley, Faculty Assistant |

| Agenda Item | Action Discussion Information | Responsibility |
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| Welcome and Introductions | Welcome Members, Administration, and Staff | Michael Schoppa |
| Purpose of Advisory | Advice and Expertise for Farm and Ranch Management Program | Dr. Harkey |
| Election of Officers | Chair and Recorder | Michael Schoppa |
| Minutes | Approval | Chair |
| Old Business | None | Chair |
| Continuing Business | None | Chair |
| New Business | Program Statistics: Graduates, majors, and enrollment | Chair |
| | Review goals and objectives | |
| | Workplace competencies | |
| | Program revisions, curriculum/course review | |
| | Advice on selection and acquisition of new equipment and technology | |
| | External Learning experiences, employment, and placement opportunities | |
| | Professional development of faculty | |
| | Promotion and publicity about the program to the community, business and industry | |
| | Needs of students from special population | |
| Adjourn | With no further discussion the meeting was adjourned | |

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| Welcome | The Farm and Ranch Advisory Committee meeting was called to order at 6:20 pm. Michael Schoppa introduced the committee members, administration, and staff. Expressed his appreciation to each member as they were individually chosen to convey their expertise to enhance the Farm and Ranch Management Program. |
| Committee Purpose | Dr. Gary Don Harkey stated that this committee consist of individuals with working knowledge to enrich our program. The students are the final products of this committee’s implementation and ongoing guidance for the Farm and Ranch Management program. The responsibility of the committee is to assess and evaluate the curriculum; make and approve changes; and provide knowledge to develop our students to become desirable candidates for employment. Along with that, Dr. Harkey stated that we rely on each and every one of you, and our local producers for external learning experiences. |
| Election of Officers | Richard Farmer volunteered to serve as Chairman, and Shannon Conley volunteered to serve as Recorder. With no opposing votes, officers were accepted by general consensus. |
| Minutes | Minutes from the previous meeting were reviewed. Shannon Conley offered a motion to approve the minutes as presented. Kyle Myers seconded the motion. Motion approved. |
| Old Business | Shannon Conley commented on the Palpation Training and Certification. Discussed possibly incorporating into the Spring 2014 Beef Cattle class. Michael Overstreet volunteered to assist with the palpation at his dairy. Richard Farmer stated that this would entice students for attending due to more involvement. |
| Continuing Business | None |
| New Business: Program Statistics: Graduates, Majors, Enrollment Review Goals and Objectives Workplace Competencies Program Revisions, Curriculum/Course Review | <p>The committee reviewed the current Student Enrollment List, and the Cumulative List of Graduates/Completers. Mr. Schoppa commented that the Farm and Ranch Management Program is required by the Texas Higher Education Coordinating Board to have at least 25 completers in a 5-year period. Currently there are 26 graduates/completers.</p> <p>Mr. Farmer reviewed the Farm and Ranch Program Learning Outcomes, he opened the floor for comments. Dr. Harkey explained that the Learning Outcomes are designed to show what the student should have accomplished in the program to become an entry level skilled employee. Larry Brown commented that when interviewing graduates he believes that eye contact is important factor for communication. Mr. Overstreet feels that technology is hampering “Oral Communication.” Mr. Farmer has definitely noticed that our students are lacking in communication. Dr. Harkey noted that the Fall 2014 State Curriculum suggest the addition of program outcomes to include Team work and responsibility. Mr. Overstreet made a motion to incorporate Team Work and Responsibility into the Learning Outcomes. Kyle Myers seconded the motion. Motion carried.</p> <p>The Farm and Ranch Management Workplace Competencies from SCANS were distributed by Mr. Schoppa. Mr. Holcomb urged members to review competencies, relate the scans for teaching objectives to syllabi, if you have any comments or concerns please let us know. Mr. Schoppa explained outlay of charts involved in teaching, and competencies, and levels.</p> <p>A copy of the Farm and Ranch Management Certificate Plan of Completion and the <i>Proposed</i> Farm and Ranch Management Associate in Applied Science Degree were distributed. A lengthy discussion was held on the Certificate and <i>Proposed</i> AAS degree. Dr. Harkey commented, the deletion of the AAS degree was a Texas Coordinating Board error. Adopting this <i>Proposed</i> degree gives the students choices and flexibility with their electives. Edward Alaniz made a motion to reinstate the Farm and Ranch Management Associate in Applied Science Degree. Mr. Overstreet seconded the motion. Motion carried. Mr. Overstreet questioned when the degree will be effective? Dr. Harkey commented that the proposal will be submitted by the end of the month, the effective date will be Fall 2014. In discussing the course offerings, Ms. Conley questioned why the Horsemanship Classes are not being offered. She feels that this course is vital to the program for the interest of the female gender. Dr. Harkey commented that this course has not been on the schedule due to the requirement of a student having to furnish a horse, that it is an elementary course, and that he is not sure of the interest in the course. Ms. Conley feels strongly on the need of this class, and would consider being an adjunct for the course. Mr. Schoppa discussed the possibility of offering the Farm & Ranch Skills class. He has spoken with Mr. Myers, who would be interested in teaching the class at the High School Shop after 4:00 pm, if all the approvals are taken care of between Vernon College and Vernon High School. Dr. Harkey stated that this would alleviate the financial responsibility at VC and be advantageous for our graduates and completers. Ms. Conley suggested the inclusion of a 5 – 10 minute presentation at the conclusion of the Practicum course.</p> |

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| Evaluation of Facilities, Equipment, and Technology | The committee toured the classroom. At this time, the committee, Mr. Schoppa, Mr. Holcomb, and Dr. Harkey all agree that the classroom is adequate for instructional purposes. | |
| Advice on Selection and Acquisition of New Equipment and Technology | Classroom facilities, equipment, and technology are adequate at this time. The department continues to purchase DVD's to enhance curriculum. No additional comments were suggested. | |
| External Learning Experiences, Employment, and Placement Opportunities | Mr. Schoppa would like to utilize every aspect of our service area for External Learning Experiences. He stated that the students have had a wonderful experience while touring Mahard Egg Operation, Tyson's Foods, and next week will be touring the Dairy outside of Chillicothe which is owned by our advisory member Mr. Overstreet. These tours are eye openers for employment opportunities for the graduates and students. Mr. Overstreet asked for help with their dairy by utilizing some students as internships, as it might spark some interest and help those students decide on a full-time career. | |
| Professional Development of Faculty | Mr. Schoppa stated that next summer he will be attending and participating in the State Professional Improvement Conference for Ag. Teachers as well as the State 4-H Roundup. | |
| Promotion and Publicity about the Program to the Community, Business and Industry | Mr. Farmer advised the committee that the Aggie Club has been re-activated. The first meeting was held at noon on September 25 th , with 28 students attending. At that meeting it was voted to sponsor a Day of Prayer on Tuesday, October 29 th at 7:30 am at the Tower of Knowledge in the center of the campus. Mr. Schoppa commented that 15 students assisted with set up and demonstrations for Ag Day on October 9 th at the Wilbarger County Exhibit Building. Also, he will be attending the Wichita Falls Sophomore Round Up on November 1 st , hosting the Wichita District FFA Leadership Contests at the Skills Training Center on November 13 th , brochures are in process of being submitted to the web page, involved in the Texas Genuine.org website, and will be submitting an advertisement in the North Texas Farm and Ranch magazine. Mr. Schoppa will be recruiting at the 4-H Horse Shows, Junior Livestock Shows, and has contacted 27 schools in our service area where he will be traveling to and promoting Farm and Ranch at VC. | |
| Needs of Students from Special Population | Students with special needs have utilized the pass center for testing. | |
| Adjourn | With no further discussion the meeting was adjourned at 8:15 pm | |
| CHAIRPERSON SIGNATURE:  | DATE: 10-21-13 | NEXT MEETING: 2-28-14 To Be Announced |