MEETING MINUTES
AGRICULTURAL SCIENCES TEAM MEETING
THURSDAY, March 27, 2014
3:30 pm, Building-80 Conference Room

Present:
Carly Creley, Jennifer Hinostroza, Audra Lopez, Maya Padilla, Jamie Phillips, Brian Scott,
Gary Uyeno, Tom Visosky.
Annette Monugian, Matthew Pawlak, Darlene Vale, Mary Lou Visosky

1. Classified Items
   a. Student live-on introductions
      Jose Mares introduced himself and visited for a few minutes.
      Matthew will provide a copy of the sign-in sheet to Brian and Tom
   Mathew Reported:
      c. Baby Rattlesnakes are arriving -- beware and be careful.
      d. Construction is ongoing -- remind students to be aware.
         i. Crane again Friday, 4/4/14
         ii. Gate at courtyard – key pad entry is working
         iii. Lack of staff parking concerns discussed.
         iv. Signal at Bonita Dr. and Walnut Dr. settings are dangerous for
             pedestrians – Tom will report to Public Safety.
   e. Purchasing
      i. Let Matthew know if you need any supplemental instructional
         supplies. All items must be under $200.00/item.
      ii. Working on farm account budget for next year’s review.
      iii. Submitting information for special projects to Mike Gregoryk.

2. Computer Lab issues
   a. The lab is a mess – computers left on – trash left all around.
   b. Check doors when you walk by to be sure they are locked when the room is
      not in use.
   c. Doors should never be unlocked or open unless a faculty member is
      supervising in the computer lab.

3. Parking flyer for unauthorized vehicles – reviewed and approved
   a. Copies will be distributed for your use beginning next week.

4. Department awards for Ag Banquet
   a. Submittal deadline extended to next department meeting – 4/10/14.
   b. Matthew to email Dawn with information for a new award from the Pettay
      Family.
   c. Matthew will choose the meat for the main course.
   d. Maya will do the Flyer.

5. VTEA
   a. Jennifer presented a list of items to request, and then, those attending
      organized and prioritized the list.
6. Courses due for review 2014-15 (turn in by May 1)
   a. AGAG 91 – Ag Calc
   b. AGAN 51 - Animal Handling and Restraint
   c. AGHE 65 – Veterinary Radiograph
   d. AGOR 52 - Hydraulic
   e. AGOR 53 – Small Engine Repair I

7. Important Dates:
   a. Ag Field Day-April 5
   b. Wiffle Ball Tournament – Cancelled
   c. Fullerton Arboretum Green Scene April 12-13
   d. Descanso Plant Sale – April 24-27
   e. Farm Day – Saturday, May 3, 9am-3pm
      i. Flyer has been updated and distributed.
      ii. Jamie will follow up on donation for the purchase of pop-up shades
          from retired professor Herman Weskamp.
      iii. T-shirts will be ordered. Matthew suggested a new vendor.
   f. Mother's Day Plant Sale – May 5-8
   g. Budget Meeting – May 8, 3:30pm
   h. PIE Fun Day – May 9, 9:00am
      i. Debbie Boroch Science Day – May 10, 8am-noon
   k. Ag Banquet – Friday May 30, 2014 5pm-9pm
   l. Commencement – June 13

8. PIE Fun Day – Friday, May 9, 9:00am department meeting to follow.

9. Division Items
   a. Fall 2014 Schedule – 1st download is today. They rolled over last fall’s schedule so we only need to let them know what changed from last fall.
   b. Submit any changes for Fall 2014 to Brian by 4/3/14.
   c. NSDIV@mtsac.edu – send correspondence here.

10. Faculty Association Items
    a. Academic Calendar for 2015-2016: Option A was approved
    b. Scholarship Committee needs CTE members. Contact Liz Ward (eward@mtsac.edu)
    c. Faculty Appreciation Day Friday, April 25th 10:30am-2:00pm.

11. Next meeting: April 10, 3:30pm

12. Old Business

13. New Business

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