1. Classified Items
   a. Student live-on introductions
   b. other
      i. Forklift Training Upcoming
      ii. Gator Utility Cart Training Upcoming
         must have valid California Driver’s License in queue
      iii. Farm Day Preparations
      iv. Thanks to Wes, Tom’s father in law, for purchasing and donating 8 canopies to the department.
      v. Request for additional canopies with “Ag Science” printed on them will remain in VTEA for events and farmers’ markets. 2-10’x10’ more valuable than 1-10’x20’.
      vi. Jamie’s email has changed to JPhillips27@mtsac.edu.
      vii. Last Saturday we started selling at the local farmer’s market. Matthew received a call from the farmer’s market organizer thanking him for how professional our students were.
      viii. FFA Field Day last Saturday was a huge success. WCS Distributing and Everhard Equipment sponsored the barbeque.
      ix. Please introduce student workers and volunteers to Dena, our new department secretary.

2. Department awards for Ag Banquet
   a. Scholarship committee for department awards
      i. Ag Club Council has $1,500 to cover Ag Banquet, Farm Day, Awards, and all remaining events for the year.
      ii. We need a scholarship committee for department awards including Horticulture, Animal Science, and RVT
         a. Dawn, Maya, Jamie, Audra, and Jennifer volunteered

3. VTEA
   Carolyn is requesting additional detail for each item on the budget, including conferences.

4. 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
5. Courses for Lab Parity due May 31- Take syllabus and use for justification. Requires very detailed information.
   a. AGHE 61, 84B
   b. AGLI 97
   c. AGOR 2, 29, 32, 39, 50, 54, 72, 75

6. Dean of Natural Sciences and Animal Science Professor hire status
   a. Interviews for Natural Sciences Dean mid May
   b. Interviews for Animal Science Professor May 16

7. Signs on office doors (see Dena’s template)
   a. Department agrees on schedule/posting holders for doors.

8. Department Chair Nominations
   a. Brian Scott - unanimously nominated

9. Important Dates:
   a. Fullerton Arboretum Green Scene April 12-13
   b. Descanso Plant Sale – April 24-27
   c. Farm Day – Saturday, May 3, 9am-3pm
   d. Mother’s Day Plant Sale – May 5-8
      i. The sign up sheet for student volunteers will be released Tuesday at 9:30. Please remind students to write legibly. Will add a column for which class students would like extra credit. If students sign up for shirts they must pay for shirts. Shirts will cost $10.
      ii. Stations:
          Welcome crew
          Horse caretakers
          Wiffleball
          Sheep Shearing
          Barbecue
          Petting Zoo
          Hay Ride
          Sow Your Own Seeds
          Robotics
          Garden Tour
          Plant Doctor
          Kids’ Section- Keep waterslide out of pasture to prevent damage.
      iii. Another Farm Day asked for donations. We can set out donation boxes. Horse show team can sell items.
      iv. Friday- Jamie needs help setting up.
   e. Debbie Boroch Science Day – May 10 @ 8am-noon
      i. Maya goes to a meeting Friday.
ii. Bill Lambert has gotten donations for this year and next year from Rotary and other organizations.


 g. Ag Banquet – Friday May 30, 2014 5pm-9pm

h. Commencement – June 13

10. PIE fun day and Department Meeting Friday May 9 @ 9am; Budget meeting May 8 @ 3:30pm

11. Division Items
   a. Fall 2014 Schedule – Block schedule issues
      i. Second download this week.
      ii. Blocks start at 5:15 or 6:30.
   b. Emergency preparedness
      i. Ensure that any scheduled events can be worked around the drill.
      ii. Consider how to evacuate people in wheelchairs from second floor.
      iii. Protocol for elevator shutting down.
   c. SLO’s in syllabi
      i. Include link or SLOs.
   d. Summer Chair Duties
   e. NSDIV@mtsac.edu – send correspondence here

12. Faculty Association Items
   a. Faculty Appreciation Day changed to Friday May 30 10:30-2:00

13. Next meeting: May 9 (Friday) @ 9am

14. Old Business

15. New Business
   a. Working on having requisitions from all accounts go to Dena to centralize contact person. Many will go to foundation accounts. Dena will keep track of individual totals.
      i. Concerns about year round access.
   b. Use link to check reservations for conference room.
   c. Dena will segregate information from Ag Department email.
   d. Faxes will now go to email.