Agricultural Sciences Team Meeting
Minutes - September 4, 2014

In Attendance: Brian Scott, Tom Visosky, Gary Uyeno, Dawn Waters, Maya Padilla, Landon Sullivan, Audra Lopez, Jennifer Hinostroza, Jamie Phillips

1. Classified Items
   - Lorenzo Villanueva has moved into the trailer at the horticulture unit. We will be having a Welcome Back Barbecue after our Farm Work Day and the staff and faculty will get to meet all our live-on students.
   - 3 horses have been put up for sale – flyers will be posted.
   - Students will not be allowed to wear headphones or earbuds while working on the farm – this is an OSHA issue

2. Important Dates
   - IACUC, RVT/Animal Science Advisory Meeting – September 18th
   - Farm Work Day and Welcome Back Barbecue – September 20th 8am-1pm
   - Visit to Pierce College – tentative date September 27th
   - Fresno Fair – October 1st – 4th
   - STMA – January 13th – 16th, 2015 in Denver
   - Agriculture Field Day – TBA
   - Farm Day – May 2, 2015 9am-2pm
   - Debbie Boroch Science Day – usually second Saturday in May – May 9th
   - Horticulture Career Night – tentative date - May 14, 2015
   - Agriculture Banquet – May 29, 2015 6pm – 10pm (Friday)
   - Plant Sales – 10/9 – 10/12 Descanso
   - Horticulture Advisory Committee Meetings – December 4, 12pm – 3pm and May 14 1:30 – 3:30 (tentative)

3. Class Information
   All syllabi need to be sent to the division office by Friday, September 5th – use NSDivSyllabi@mtsac.edu

4. Emergency Drill
   As of date we have not gotten any directions from the school on what to do during an emergency. Brian clarified that the faculty needs to clear their classrooms and meet out at the staff parking lot or out in the outfield of the Wiffle Ball field. Dena is the floor captain and will clear the upstairs offices and Darlene is the building marshall and will clear the rest of the building. Darlene will also be responsible for informing us when it is safe to reenter the building. During the practice drill - please make sure to allow your students to grab their personal items because there is no way to lock the doors. It was discussed how we will clear rooms when Darlene or Dena are not here – Brian will get back to us on that issue.
5. VTEA Requisitions for Equipment
As of date the only requisitions that have been received is Dawn’s requisition for the saddle. Jennifer reminded everyone of the equipment approved by VTEA and said that Matthew Pawlak would be responsible for getting the other requisitions in. Also, all conference and travel requests for the Fall needs to be turned in ASAP. Requests for the winter and spring can also be turned in early.

Jennifer explained that there was money in the VTEA budget to pay for Agriculture Ambassadors. Landon and Maya will work together to interview and hire several students to take on this task. They will oversee the group.

6. Jennifer’s News
Jennifer announced that she is pregnant and will be taking the Spring semester off. She will need someone to take the reins with VTEA and PIE. Audra accepted the task of working on VTEA and Dawn will assist. At this time no one has mentioned PIE.

7. Curriculum Due This Year
Please check the curriculum that you are teaching to make sure that it is not up for a 4-year review. The way to check this is to look on webcms and the course’s effective date. If the effective date was 2010 then the course needs to be updated. Brian also gave everyone a list of those classes earlier this year.

8. Tentative Meeting Schedule: October 9, November 13, December 11 at 3:30 in conference room (Building 80)

9. Old Business
Audra mentioned that we need to come up with a plan for our Transfer Curriculum Models. Several of the classes: Animal Nutrition, Animal Sanitation and Disease, and Horticulture Science need to have labs added to them. We need to think about how we want to add them. Do we want to keep the current LHE or raise them to accommodate for the labs?

10. New Business
Tom, Audra, and Brian and Matthew have put together a committee to showcase our Equine Unit. They are looking at ways to bring positive PR to the unit. They will update on any future plans. One of the ideas discussed was holding a pumpkin sale the week before Halloween. We could also have information sessions and horse demonstrations occurring at the same time.

Dawn announced that we had just received the official USDA report and is happy to announce that we had ‘no non-compliant items identified during this inspection’. Good job everyone!