

Conference Call Minutes
Family & Consumer Sciences Taskforce for Program Advancement
September 11, 2006, 2:30 EST, 1:30 CST, 12:30 MST

Taskforce Participants:

Ann Austin, HEU Graduate Commission; **Duane Whitbeck**, HEU Undergraduate Commission; Jorge Atilas, University of Georgia, Extension representative to this taskforce; Dixie Crase, AAFCS President-Elect; Mary Prichard, Past President of Council of Administrators of FCS (CAFCS); **Billie Collier**, Chair, CAFCS; **Geardean Johnson**, Council of 1890s FCS Administrators; **Barbara Stewart**, College, University and Research section of AAFCS, University & Research Section; **Virginia Vincenti**, AAFCS, Past President; **Gay Nell McGinnis**, AAFCS Credentialing Director; and **Steve Jorgensen**, Chair, AAFCS HEU; **Francille Firebaugh**, Senior Consultant to the Provost, Visiting Fellow International Agriculture, & Former Dean of the College of Human Ecology; **Bonnie Braun**. (Boldface indicates participants on 9-11-06)

Taskforce Goal: To proactively and collaboratively strengthen FCS higher education programs.

Identify someone to take the minutes.
Barbara Stewart will take minutes.

Review and approve the minutes of the July 28, 2006 that Barbara Stewart sent out.
Minutes of 7-28-06 were approved as circulated.

Adjust the agenda as needed.
No adjustments were made.

Old Business:

Report on Administrator Workshop

Geardean and Billie reported that approximately 35-40 participants plus about 5 presenters attended. The evaluation instrument provided evidence that participants received value from interactive sessions and speakers ("50 Lessons Learned", personality, research, grants, teamwork etc.). Follow-up is planned to include matching participants with mentors and discussions via a website. Iowa State plans a formal evaluation of the workshop and the ongoing discussions. Ginny inquired whether that website could be linked to the TFPA website. Billie agreed to check with Dorothy on this. The diversity of participants including both types of people and positions was commended. Steve reported that one of his faculty members attended and felt the experience was very worthwhile. The workshops are planned for every 3-5 years.

TFPA DATABASE update, letter to FCS contacts/administrators, FAEIS, migration to CAFCS site

Ginny reported that Dale has worked with Brian on the CFCS website and that they are nearly complete with the migration of the TFPA data to that website. It will be available once it is tested. Ginny inquired about the appropriateness of sending the letter to program contacts regarding the database on University of Wyoming letterhead. It was agreed that this is appropriate. BOHS, CAFCS, and HEU will send the letter to their members. Ginny will have the letter sent to those who do not belong to one of the three organizations. Barbara and Gay Nell inquired about the ability to scroll and to search the database to find specific information or for specific analyses. Ginny responded that such features are being worked on. Dale has now worked more than 45 hours (\$552) beyond those for which he was paid. Additional work is anticipated. It was agreed that the boards of BOHS, HEU, and CAFCS would be approached to request additional funds in the amount of \$1500, \$1800, \$2100, or some other figure easily divisible by 3. Today Ginny sent a copy of the letter encouraging units to view the database and make corrections to Taskforce members. Gay Nell (HEU) and Billie (CAFCS) agreed to get the letter sent. Eddie Gouge would be contacted for email blast to HEU.

Nomenclature work

Duane shared that no significant work on the changing of the name in databases was available for report. Gay Nell reported that the letters regarding the change had been sent.

Expansion of Consultants list (UNL president, Graham Spanier, Nancy Belck, Virginia Caples, Jan Shane, Kay Clayton, Peggy Mezaros, Billie Collier, Retia Walker, James Netherton, Judy Kuipers, Tahira Hira.

Duane reported that he had contacted the consultants on the current list. Of the 11 who responded none had been contacted nor consulted as a result of the TFPFA listing. Rita Purdy had been contacted five times but was not clear that the contacts were the result of the list rather than her reputation. It was noted that the list of consultants was not mentioned at the administrators' workshop. It was suggested that the list be placed on the emerging administrators' website. Billie agreed to talk to Dorothy regarding this. Francille was invited and agreed to be included as a consultant. She suggested proactive matching to consultants for specific needs. Some third party such as the Taskforce would need to do that as it is unlikely that the consultants would want to promote themselves. Gall Nell recommended publicizing the consultant list via newsletters to HEU, BOHS, and CAFCS members.

Definitions of constructs & time periods should be determined for the development of a bibliography of program advancement/viability, Contact Dorothy Mitstifer

Ginny noted that during the last conference call that there was little interest in building a bibliography related to program strengths. Billie and Geraldine reported talking to Dorothy and learning that KON did not have a base from which to start such a bibliography. Discussion, again, did not generate enthusiasm but it was agreed that the items currently listed on the TFPFA website and a link to the papers from the administrators' workshop could serve as a start.

Case study examples, of recent structural changes, e.g. UNL, Iowa State, etc.

Discussion of case examples included the need for a case statement, chronology, what was done, and input on how the situation was handled. Steve agreed to contact Marjorie Kostelnick to see if her experience can be posted. From Iowa State, Cheryl's paper on the first hundred days was considered appropriate. Steve agreed to contact Catherine Surra at the University of Texas, Austin to ask her to tell her story.

Plans for AAFCS program sessions next year, deadline for proposals is 9/1/06, ask for extension

Gay Nell shared that the call for proposals was posted on September 1, the online submission form will be up October 2, and the deadline for submissions is November 6. Topics suggested for TFPFA submission included:

A central administrator with focus on a specific issue or problem

Use of the TFPFA tools: database, consultants, etc. Barbara agreed to create a "drafty draft" of this idea.

A day in the life of an administrator

New Business:

Next conf call date & time October 11, 3:30 Central, 4:30 Eastern, 2:30 Mountain

Minutes: 9-11-06 B. Stewart, one correction 10-23-06, approved 10-20-06