

# Administrative Council for Extension and Experiment Station Research Minutes

**Administrative Council for Extension and Experiment Station Research Meeting**  
**Friday, October 4, 2013, 1:00PM-2:30PM**  
**325 Burruss Hall Conference Room**

Attendance: Mark McNamee, Ken Smith, Tim Hodge, Ed Jones, Saied Mostaghimi, Alan Grant, Paul Winistorfer, Cyril Clarke, Ralph Byers

1. Introductions and Overview (Mark McNamee)
2. Discussion Items
  - a. Update on Revised Training Program for Cooperative Extension (Mark McNamee/Ed Jones)
    - i. A pilot institution-wide training program for the Cooperative Extension agents being proposed by the district directors was discussed. The program will have experienced cooperative agents train new agents. The training program would impact all program areas and help to build cross county collaborations. The group generally endorsed the approach.
  - b. Agenda for Agency 229 Industry Dinner Meeting (Alan Grant)
    - i. The Agency 229 Industry Dinner meeting will occur on October 9, 2013. Attendees will receive a copy of the 229 Annual Report.
  - c. Update on Report to Secretary of Education (Ed Jones)
    - i. A draft report to the Secretary of Education was provided to the group by Ed Jones. This report shows progress in hiring agents and other initiatives. Ed Jones describes the progress made in terms of graphic identity, the agent compensation study, and the incremental progress with the extension leadership council. A draft copy of the 229 report was also shared with the Council.
  - d. Update on Fringe Benefits Savings for Agency 229 – 2013 Allocations and Availability of Funds for 2014 (Tim Hodge)
    - i. Tim Hodge provided an update on the fringe benefits savings for Agency 229 including the 2013 allocations and availability of funds for 2014. Tim shared a schedule and a discussion of the key points ensued. Fringe savings limited for 2013-14 because we are at full staffing. The discussion then turned to the federal shutdown, loss of reimbursement, and reporting on those impacts. Saied Mostaghimi reports that faculty have contacted him who are paid from formula funds and grants. They expressed concern/worry regarding their salaries.
3. Updates
  - a. Virginia Cooperative Extension
  - b. Agricultural Experiment Station
    - i. Agriculture Experiment Stations have received about \$500,000 in funds to create a reserve for maintenance for AES projects. There are about \$8-9M in needs.
  - c. Deans
    - i. College of Agriculture and Life Sciences (CALs)

