

MINUTES

JOINT MEETING OF THE NATIONAL BOARD OF DIRECTORS

AND

NATIONAL OFFICERS

OF THE

NATIONAL FFA ORGANIZATION

ALEXANDRIA, VIRGINIA

January 28-31, 1991

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MINUTES

JOINT MEETING OF THE NATIONAL BOARD OF DIRECTORS AND NATIONAL OFFICERS OF THE NATIONAL FFA ORGANIZATION

Alexandria, Virginia

January 28-31, 1991

Monday, January 28, 1991

A special session of the Board was called to order by the chairman at 1:00 p.m. in the Washington Room.

Agenda items included:

- Organizational Update Reports
 - The Council, John Pope, Executive Director
 - National Young Farmer Educational Association, Dale Turner, Vice President, NVATA
- Programmatic Special Reports
 - Official Delegate Follow-up, Marshall Stewart
 - "Aim High" Proposal, Marshall Stewart
 - Structure Committee Report, Rosco Vaughn, Chairman
 - Update on the Equity Committee Report
 - Ag Issues Proposal, Jerry Peters
 - Review procedures for standing committee work, Coleman Harris

Tuesday Morning, January 29, 1991

8:30 a.m. - 5:00 p.m. Standing Committee meetings were in session the entire day.

Wednesday Morning, January 30, 1991

The meeting of the Board of Directors and National Officers of the National FFA Organization was called to order at 8:30 a.m. in the Washington Room of the National Center, Alexandria, Virginia, by Mark A. Timm, National FFA President with the official opening ceremony. All members of the Boards were present with the exception of Dale Turner and Tom Klein, NVATA Consultants, who had to return to their classrooms to reduce out of school time while serving as NVATA officers.

Board of Directors

Larry D. Case, Chairman of the Board, and Senior Program Specialist, Agriculture, Division of Vocational-Technical Education, U.S. Department of Education, Washington, D.C.

Les Thompson, Branch Chief, State Administration Branch, Division of Vocational-Technical Education, U.S. Department of Education, Washington, D.C.

Rosco C. Vaughn, State Supervisor, Agricultural Education, State Department of Education, Las Cruces, New Mexico

David M. Coffey, Associate Professor, Agriculture, Agribusiness Education Division, Western Kentucky University, Bowling Green, Kentucky (U.S. Department of Education Representative)

Tom Munter, Consultant, Vocational Student Organizations, State Department of Education, Sacramento, California (U.S. Department of Education Representative)

Hugh P. McClimon, State Supervisor, Ag Education, State Department of Education, Columbia, South Carolina

Bobby L. Muller, Ag Education Instructor, Tyndall, South Dakota

Donald L. Michael, State Supervisor, Agricultural Education, Bureau of Vocational-Technical & Adult Education, Charleston, West Virginia

Terry W. Heiman, State Director, Agricultural Education, Jefferson City, Missouri

Ex-Officio Members

C. Coleman Harris, National FFA Executive Secretary, and Education Program Specialist, Agriculture, Division of Vocational-Technical Education, U.S. Department of Education, Washington, D.C.

Charles L. Keels, National FFA Treasurer, and Lead Consultant, Agricultural Education, North Carolina Department of Public Instruction, Raleigh, North Carolina

Board of National Officers

Mark A. Timm, President, Fillmore, Indiana

Danny Grellner, Secretary, Kingfisher, Oklahoma

Julie Classen, Vice President, Central Region, Ayre, Nebraska

Matt Lohr, Vice President, Eastern Region, Broadway, Virginia

Ben Nessmith, Vice President, Southern Region, Statesboro, Georgia

Lesa Ann King, Vice President, Western Region, Howe, Texas

Consultants

Tom Parker, President, NVATA, Torrington, Wyoming

Kathy Day, President Elect, NVATA, Lexington, Kentucky

Tom Klein, Vice President, NVATA, Elko, Nevada (substituting for Kathy Day)

Dale Turner, Vice President, NVATA, Holdenville, Oklahoma

Dennis Jackson, Vice President, NVATA, Mankato, Minnesota

Kenneth A. Parker, Associate Professor, Agricultural and Occupational Education, University of Massachusetts, Amherst, Massachusetts

Paul R. Vaughn, Professor and Chairperson, Texas Tech University, Lubbock, Texas,

Douglas A. Pals, Professor, Department of Agricultural and Extension Education, University of Idaho, Moscow, Idaho

Jerry. Peters, Associate Professor, Agricultural Education, Purdue University, West Lafayette, Indiana

Donnell Brown, Past National FFA Officer, Throckmorton, Texas

Others present for all or portions of the meeting

Wilson W. Carnes, Administrative Director, FFA, Alexandria, Virginia
Dennis Shafer, Director, National FFA Supply Service, Alexandria, Virginia
Janice Brown, Manager, Purchasing & Related Services, National FFA Supply Service, Alexandria, Virginia
Robert W. Cox, Executive Director, National FFA Alumni Association, Alexandria, Virginia
James Scott, Supervisor Agricultural Education, Columbus, Ohio
Bob Graham, Assistant Executive Director, NVATA
Sam Stenzel, Executive Director, NVATA
Will Lewis, State Department of Education, Nashville, Tennessee
John Pope, Executive Director, National Council for Agricultural Education, Alexandria, Virginia
Bernie Staller, Executive Director, National FFA Foundation, Madison, Wisconsin
Douglas Butler, Regional Director, National FFA Foundation, Madison, Wisconsin
Glenn Sims, Regional Director, National FFA Foundation, Madison, Wisconsin
Dean Gagnon, Regional Director, National FFA Foundation, Madison, Wisconsin
Bill Stagg, Director of Information, FFA, Alexandria, Virginia
Lynn Hamilton, Program Coordinator, Information and Promotion, FFA, Alexandria, Virginia
Amy McDonald, Program Coordinator, Information and Promotion, FFA, Alexandria, Virginia
Lennie Gamage, Program Specialist, International and Organizational Development, FFA, Alexandria, Virginia
Scott Ryckman, Program Coordinator, International Programs, FFA, Alexandria, Virginia
Robert A. Seefeldt, Program Specialist, Awards and State Services, FFA, Alexandria, Virginia
Carol Duval, Program Manager, Contests and Awards, FFA, Alexandria, Virginia
Jody Pollok, Program Coordinator, Contests and Awards, FFA, Alexandria, Virginia
Delea Symonds, Staff Intern, Contests and Awards, FFA, Alexandria, Virginia
Tony Hoyt, Program Specialist, Leadership and Personal Development, FFA, Alexandria, Virginia
Kip Godwin, Manager, Washington Conference and Made for Excellence Programs, FFA, Alexandria, Virginia
Marshall Stewart, Program Specialist, Membership Development, FFA, Alexandria, Virginia
Glenn D. Luedke, Director of Advertising, *FFA New Horizons* magazine, Alexandria, Virginia
Andrew Markwart, Managing Editor, *FFA New Horizons* magazine, Alexandria, Virginia
John M. Pitzer, Senior Editor/Electronic Communications, *FFA New Horizons* magazine, Alexandria, Virginia

1. INVOCATION -The invocation was given by Julie Classen National Vice President, Central Region.
2. SEATING OF NEWLY ELECTED NATIONAL OFFICERS AND CONSULTANTS - The new National Officers and Consultants were introduced and officially seated.

National Officers: Mark Timm, Danny Grellner, Matt Lohr, Julie Classen, Lesa Ann King, Ben Nessmith

National Treasurer: Charles Keels

Consultants: Donnell Brown, Kathy Day¹, Dale Turner, Douglas Pals, Paul Vaughn

¹ Represented by Tom Klein.

3. BRIEFING ON BOARD PROCEDURES - Dr. Case explained the Board's function and purpose and stated that discussion was open to all. He explained the voting procedures and invited full participation in the discussion by the National Officers, the adult members of the Board as well as the Consultants.
4. NATIONAL OFFICERS REPORT - Mark Timm was joined by his fellow national officers in updating the Board on their training program at the National Center, a visit with President Bush, and various state visits. They thanked the state staffs for all of their support. Team goals are:
 1. To make a commitment to the needs of the membership.
 2. To always serve as a team.
 3. To create a unified presence of all members, advisors, chapters and state associations within the National FFA Organization.
 4. To enhance the awareness and understanding of the Strategic Plan for Agricultural Education.
 5. To initiate membership growth and development by acting as a direct link between current national programs and the membership.
 6. To communicate the responsibility the FFA has towards the environment.
 7. To utilize media at every opportunity for promotion of agricultural education and the FFA.

Dr. Case remarked on the excellent feedback on how well prepared the officer team has been so far this year. The team was commended by a round of applause.

5. INTRODUCTION - Dr. Case introduced Mr. Will Lewis, FFA Consultant, Nashville, Tennessee.
6. REMARKS - AGRICULTURE INSTRUCTORS - Mr. Tom Parker, President, NVATA, addressed the Board. (Appendix A)
7. REMARKS - AGRICULTURE TEACHER EDUCATORS - Dr. Jerry L. Peters on behalf of the AATEA consultants addressed the Board (Appendix B)
8. REMARKS - PAST NATIONAL OFFICER - Donnell Brown, past national FFA officer, expressed appreciation for the opportunity to represent the former officer team.

MOTION - It was moved by Danny Grellner (Mr. Thompson)², seconded by Julie Classen (Mr. McClimon) and carried to accept the above reports.

² Parentheses indicate joint action by the National FFA Officers and Board if Directors.

9. APPROVAL OF PREVIOUS MINUTES AND GOVERNING COMMITTEE MINUTES
- Mr. Harris reviewed the Board minutes of November 5, 1990, and the Governing Committee minutes of September 24, December 2, and December 17 1990 (Appendix C)

MOTION - It was moved by Julie Classen (Dr. Heiman)², seconded by Matt Lohr (Dr. Vaughn) and carried to approve the minutes as disseminated.

10. APPOINTMENT OF NOMINATING COMMITTEE TO SELECT ONE MEMBER TO SERVE ON THE FFA GOVERNING COMMITTEE -Dr. Case appointed David Coffey and Les Thompson to serve on a committee to meet during the lunch hour to nominate one Board member to serve on the FFA Governing Committee beginning July 1, 1991 for a two-year term.

11. TREASURER'S REPORT - Mr. Charles Keels, National FFA Treasurer, distributed and led a review of the current financial status of the organization for the period September 1, 1990 through December 31, 1990.

MOTION - It was moved by Danny Grellner (Mr. Michael), seconded by Matt Lohr (Mr. Thompson) and carried to accept the report.

12. NATIONAL POSTSECONDARY AGRICULTURAL STUDENT ORGANIZATION (PAS) UPDATE - Dr. Larry D. Case reported briefly on current PAS activities.

13. ORGANIZATIONAL DEVELOPMENT COMMITTEE REPORT - Presented by Dr. Terry W. Heiman, chair.

MOTION - It was moved by Julie Classen (Mr. Munter), seconded by Lesa Ann King (Dr. Coffey) and carried that a Career Show Placement Symposium be implemented and the FFA Foundation be requested to seek cooperating companies for this program.

MOTION - It was moved by Danny Grellner (Dr. Coffey), seconded by Lesa Ann King (Dr. Vaughn) and carried to accept the report.

14. STANDING COMMITTEE REPORT - CONSTITUTION AND BYLAWS - Presented by Mr. Hugh McClimon, Chair.

MOTION - It was moved by Matt Lohr (Mr. Thompson), seconded by Ben Nessmith (Dr. Heiman) and carried to change the name of the AATEA to read AAEE through all the documents.

MOTION - It was moved by Ben Nessmith (Dr. Heiman), seconded by Lesa Ann King (Mr. Michael) and carried to accept and adopt Section B Article 12 of the National FFA Constitution dealing with the 475 delegate body.

MOTION - It was moved by Danny Grellner (Mr. Muller), seconded by Julie Classen (Mr. Thompson) and carried to change item #5 under BOAC Section of the Official Board Policies as follows:

"One Governor's Citation Recipient (state winner) from each FFA Region shall be selected as Regional Winner. "In addition to the four Regional Winners, who are automatically National Finalists, we designate six-at-large BOAC National Finalists Chapters with Four National Awards to be announced, unranked at the National BOAC Conference and the 1-2-3-4 place National Awards, announced at the convention."

MOTION - It was moved by Matt Lohr (Dr. Coffey), seconded by Lesa Ann King (Dr. Heiman) and carried to add to the Official Board Policies under National FFA Officers a new item #4 and moving the rest down, as follows:

"A Committee consisting of the Board of National FFA Officers with assistance from National FFA Foundation staff and the current advisor to the National FFA Nominating Committee shall submit the names of 5 qualified individuals to serve as an advisor to the National FFA Nominating Committee. These names shall be submitted to the Leadership Committee which will then select 1 person from the list of 5 to serve as the advisor to the National FFA Nominating Committee with the approval of the full Board of Directors meeting in January."

MOTION - It was moved by Ben Nessmith (Mr. Michael), seconded by Matt Lohr (Mr. Muller) and carried to add as new item #10 of the Official Board Policies under National FFA Convention section, and moving the rest down, as follows:

"The Board of National FFA Officers select one official parliamentarian along with two consultants for the business sessions of the National FFA Convention. These individuals are subject to the approval of the National FFA Executive Secretary."

MOTION - It was moved by Danny Grellner (Mr. Thompson), seconded by Lesa Ann King (Dr. Vaughn) and carried to accept the National FFA Alumni recommendation that the National FFA Alumni Association would have four consultants to the National FFA Board of Directors. These consultants would be the regional representatives on the National FFA Alumni Council. The consultants would serve on the committees as voting members and as consultants to the Board of directors. Expenses for the consultants would be provided by the FFA Alumni Association.

The FFA Alumni council meeting would be held following the FFA Board of directors meeting to allow support requests to flow immediately to the FFA Alumni council meeting. The new structure will start in July, 1991.

MOTION - It was moved by Lesa Ann King, seconded by Matt Lohr and carried to submit the following amendment to the Delegates to the 64th National FFA Convention

To amend the National FFA Constitution, Article 5, Membership by adding Section F, to read as follows:

"That the National FFA Organization does not discriminate against minorities because of factors such as race, color, sex, handicap, religion, age or national origin."

MOTION It was further moved by Julie Classen and seconded by Lesa Ann King to amend the above motion by striking "against minorities".

MOTION - It was further moved by Danny Grellner (Dr. Coffey), seconded by Matt Lohr (Dr. Michael) and carried to refer the above motion to a committee of staff to report back to the July 1991 Board of Directors meeting.

MOTION - It was moved by Julie Classen (Mr. Muller), seconded by Lesa Ann King (Mr. Michael) and carried to recommend that the National Officers and Staff be reminded that FFA members' diverse beliefs and individual differences are an ongoing concern of the FFA, and that programs reflect sensitivity to these differences.

MOTION - It was moved by Danny Grellner, seconded by Ben Nessmith and carried to recommend that the Board of Directors appoint a committee to study the development of FFA Board agenda related reports and proposals

MOTION - It was further moved by Danny Grellner, seconded by Ben Nessmith and carried to withdraw the above motion.

MOTION - It was moved by Matt Lohr and seconded by Danny Grellner that the adult board of the nominating committee would consist of one past or present teacher educator, past or present state executive secretary and a past or present state supervisor.

MOTION - It was further moved by Matt Lohr and seconded by Danny Grellner and carried to withdraw the above motion.

MOTION - It was moved by Lesa Ann King (Dr. Heiman) and seconded by Ben Nessmith (Dr. Coffey) to accept the report as presented.

15. RESEARCH COMMITTEE REPORT - Presented by Dr. Jerry L. Peters, chair.

MOTION - It was moved by Danny Grellner (Mr. Thompson), seconded by Julie Classen (Dr. Coffey) and carried that the National FFA Board of Directors accept the RFP Proposal entitled "A National Effectiveness Study of the *FFA New Horizons* Magazine." (Appendix D)

MOTION - It was moved by Danny Grellner (Dr. Vaughn) and seconded by Lesa Ann King (Mr. McClimon) and carried to accept the report.

16. NATIONAL FFA FOUNDATION REPORT - Presented by Mr. Bernie Staller, Executive Director of the National FFA Foundation. (Appendix E)

MOTION - It was moved by Danny Grellner (Mr. Muller), seconded by Julie Classen (Dr. Coffey) and carried to accept the report of the National FFA Foundation.

17. REPORT ON ADMINISTRATIVE MATTERS - Wilson Carnes, Administrative Director, National FFA Center reported that there were no administrative matters pending at this time.

18. REPORT ON LEGAL MATTERS - Wilson Carnes reported that there were no legal matters pending at this time.

The meeting was recessed at 11:55 a.m.

Wednesday Afternoon, January 24, 1990

The meeting was reconvened at 1:00 p.m. with all members of the Board present except Dale Turner and Tom Klein, NVATA Consultants who had returned to their classrooms.

Dr. Case wanted to publicly commend Dr. Phillip Zurbrick for his editorial "Leadership for the Profession?" in *The Agricultural Education Magazine*.

19. REPORT OF STANDING COMMITTEE - CONTESTS AND AWARDS - Presented by Mr. Les Thompson, Chair.

MOTION - It was moved by Matt Lohr and seconded by Lesa Ann King that a National Taskforce of qualified individuals whom are either NVATA, AAAE or NASAE members from the four FFA regions meet to establish objectives, skills, competencies and format to implement a National FFA Parliamentary Law Contest and to request funding from the National FFA Foundation Special Committees Budget Function Code 498 for the taskforce and request the foundation to seek industry support.

MOTION - It was further moved by Julie Classen, seconded by Matt Lohr to refer the above motion to the Contest and Awards Committee for consideration at a later time.

MOTION - It was moved by Danny Grellner (Mr. McClimon) and seconded by Ben Nessmith (Dr. Coffey) and carried to accept the report of and commend the members of the Multiple teams per State Taskforce and request the Contest and Awards Department development specific contest scenarios that may be reviewed by the members of the Multiple Teams per State Taskforce to be used to report to the Contest and Awards Committee in July.

MOTION - It was moved by Danny Grellner (Dr. Coffey) and seconded by Lesa Ann King (Dr. Heiman) that the National FFA keep the present terminology for the Star Farmer of America and Star Agribusinessman of America awards. **The motion failed.**

MOTION - It was moved by Lesa Ann King (Dr. Coffey), seconded by Ben Nessmith (Mr. Michael) and carried that the National FFA change the terminology from Star Farmer of America and Star Agribusinessman of America award to American Star Farmer and American Star in Agribusiness respectively.

MOTION - It was moved by Danny Grellner, seconded by Matt Lohr and carried that the National FFA Contests Official Board Policy Section 1b be amended to read: "Additions or deletions of national contests should be considered by the National FFA Contests Advisory Committee before being considered by the National FFA Board of Directors. Changes in contests could be considered only upon evidence that the specific contest committee has considered the change."

MOTION - It was further moved by Danny Grellner, seconded by Matt Lohr and carried to rescind the above Motion.

20. STANDING COMMITTEE REPORT - LEADERSHIP - Presented by Mr. Tom Munter, chair. (Appendix F)

MOTION - It was moved by Lesa Ann King (Dr. Coffey), seconded by Matt Lohr (Mr. Muller) and carried to continue housing delegate committee members on the same floor of the hotel.

MOTION - It was moved by Matt Lohr (Dr. Heiman), seconded by Lesa Ann King (Mr. McClimon) and carried to investigate insurance coverage for state officers by the Administrative Director and report back to the Leadership Committee by July, 1991.

MOTION - It was moved by Julie Classen (Mr. Thompson), seconded by Lesa Ann King (Mr. Michael) and carried that members of the Courtesy Corps check all entrants to the Career Show and the Convention for official dress.

MOTION - It was moved by Julie Classen (Mr. Muller), seconded by Lesa Ann King (Dr. Heiman) and carried that the Wednesday evening session begin at 8:00 p.m.; the Thursday and Friday evening sessions begin at 7:30 p.m.

MOTION - It was moved by Ben Nessmith (Dr. Coffey), seconded by Lesa Ann King (Dr. Vaughn) and carried that the July "Between Issues" reflect the fact that the national officers select the members of the Nominating Committee; that national officer candidate information was mailed out to each state as part of the State Guide in January and is available at each state office.

MOTION - It was moved by Matt Lohr (Mr. Thompson), seconded by Lesa Ann King (Mr. McClimon) and carried that the FFA Board of Directors approve the implementation of the delegate proposal entitled "Aim High" which addresses and encourages cooperation, citizenship and leadership development of official delegates to the National FFA Convention. It is requested the FFA Foundation seek annual sponsorship for funding in the amount of \$263,480.00.

MOTION - It was moved by Lesa Ann King (Mr. Muller), seconded by Julie Classen (Mr. Michael) and carried to recommend that the Ag Issues Forum proposal be approved by the Board of Directors and forwarded to the Board of Trustees with request for funding.

MOTION - It was moved by Julie Classen (Dr. Heiman), seconded by Matt Lohr (Mr. McClimon) and carried to ask the Board of Directors to request funding from the National FFA Foundation for a committee to explore the utilization of national officers to enhance Leadership Development to local leaders.

MOTION - It was moved by Ben Nessmith (Mr. Thompson), seconded by Lesa Ann King (Mr. Muller) and carried that adjustments be made in meals to provide for additional lodging for Monday night of State Presidents Conference week.

MOTION - It was moved by Julie Classen and seconded by Lesa Ann King that past national officers no longer be utilized in managing the State Presidents' Conference and current national officers be involved in running the program with assistance from the National FFA Center staff.

MOTION - It was further moved by Julie Classen (Dr. Coffey), seconded by Danny Grellner (Mr. Michael) and carried to substitute the following motion to read:

"The National FFA Officers may appoint up to one person if needed to manage the State President's Conference. Current national officers will be involved in running the program with assistance from the National FFA Center staff."

MOTION - It was moved by Danny Grellner (Dr. Heiman), seconded by Matt Lohr (Dr. Coffey) and carried that the Leadership Specialist establish a job description for the Superintendent and Adult Chairman of the Nominating Committee.

MOTION - It was moved by Julie Classen (Dr. Heiman), seconded by Danny Grellner (Dr. Coffey) and carried that the National FFA Board of Directors accept the report of the National FFA Officer System Task Force and direct the administrators of the National FFA Organization to fully implement all recommendations of that task force. (Appendix J)

MOTION - It was moved by Julie Classen (Dr. Vaughn), seconded by Ben Nessmith (Mr. Michael) and carried to accept the report of the Leadership Committee

CONTEST AND AWARDS COMMITTEE CONTINUED

MOTION - It was moved by Julie Classen (Dr. Coffey), seconded by Matt Lohr (Mr. McClimon) and carried that a national taskforce of National FFA Officers, NVATA, AAAE or NASAE members be established to develop the objectives, skills, competencies and format for a National FFA Parliamentary Law Contest. This taskforce is to report back to the Contest and Awards Committee at the July 1991 National FFA Board of Directors meeting.

MOTION - It was moved by Danny Grellner (Dr. Heiman), seconded by Ben Nessmith (Mr. Muller) and carried to establish a National FFA Parliamentary Law contest.

MOTION - It was moved by Ben Nessmith, (Mr. Muller), seconded by Matt Lohr (Dr. Vaughn) and carried to accept the report of the Contest and Awards Committee.

21. STANDING COMMITTEE REPORT - INTERNATIONAL DEVELOPMENT / HALL OF ACHIEVEMENT - Dr. David Coffey, Chair.

MOTION - It was moved by Matt Lohr (Dr. Heiman), seconded by Lesa Ann King (Mr. Michael) and carried to secure partial funding from the FFA Foundation for cooperative effort between the FFA International Department and selected post-secondary higher educational institutions to offer a Collegiate Agricultural Trade Policy Seminar

MOTION - It was moved by Danny Grellner (Mr. McClimon), seconded by Lesa Ann King (Mr. Thompson) and carried to accept the report of the International Development/Hall of Achievement Committee.

22. STANDING COMMITTEE REPORT - PUBLICATIONS, INFORMATION AND SUPPLY SERVICE - Presented by Mr. Bobby Muller, Chair.

MOTION - It was moved by Danny Grellner (Dr. Vaughn), seconded by Lesa Ann King (Dr. Coffey) and carried to approve a proposal for producing the FFA TIMES newspaper at the National FFA convention, and to request \$26,351.00 in special project funding from the National FFA foundation.

MOTION - It was moved by Julie Classen (Dr. Coffey), seconded by Lesa Ann King (Mr. McClimon) and carried to approve a proposal for producing the PROCEEDINGS of the National FFA convention, and to request \$30,595.00 in special project funding from the National FFA Foundation.

MOTION - It was moved by Danny Grellner, seconded by Lesa Ann King and carried to direct the FFA Supply Service to offer to provide a representative to attend each regional meeting of the state supervisors to address issues and concerns surrounding the change in FFA jacket suppliers.

MOTION - It was further moved by Danny Grellner (Dr. Coffey), seconded by Matt Lohr (Dr. Vaughn) and carried to amend the above motion to include NVATA Regional meetings.

Dennis Shafer provided additional background information regarding the above motion.

MOTION - It was moved by Danny Grellner (Mr. Michael), seconded by Lesa Ann King (Dr. Coffey) and carried to accept the report of the Publications, Information & Supply Service

The meeting was recessed at 5:25 p.m.

Thursday Morning, January 31, 1991

The meeting was reconvened at 8:30 a.m. with all members of the Board present except Tom Klein and Dale Turner, NVATA Consultants who had returned to their classrooms.

23. REPORT OF THE NATIONAL FFA ALUMNI - Robert W. Cox reported on behalf of Roxann Sommers, National FFA Alumni president, that the FFA Alumni set another membership record in 1990. FFA Alumni membership reached 31,811. Life membership has reached 11,086. He also reported that expenses are slightly higher than income for the first quarter of this budget year, but he is confident, based on previous years, that this will change before the year ends. He reported that the FFA Alumni Council met in Georgia to develop action steps for the objectives in the FFA Alumni tactical plan.

Dr. Case stated that Alumni represents the single most under utilized source of volunteers at the adult level. He expressed his thanks to the Alumni on behalf of the entire Board of Directors.

MOTION - It was moved by Danny Grellner (Mr. Thompson), seconded by Julie Classen (Dr. Coffey) and carried to accept the FFA Alumni Report.

24. STANDING COMMITTEE REPORT - FINANCE - Presented by Mr. Don Michael, Chair.

MOTION - It was moved by Danny Grellner, (Dr. Heiman), seconded by Matt Lohr (Mr. McClimon) and carried that the National FFA Board of Directors approve and request consideration by the National FFA Foundation Board of Trustees to consolidate the operation and administration of the National Center and National Foundation.

MOTION - It was moved by Danny Grellner (Dr. Coffey), seconded by Lesa Ann King (Mr. Thompson) and carried that a position of Chief Operating Officer be established for the purpose of administering the operation of the National FFA Center. The Chief Operating Officer will report directly to the National FFA Advisor in carrying out policies and procedures established by the National FFA Board of Directors and National FFA Officers. The Chief Operating Officer will have autonomous administrative responsibility for the operation of the National Center except for duties as presented in the National FFA Constitution for the National FFA Advisor, National FFA Executive Secretary and National FFA Treasurer. All matters in the management of the Center will be the responsibility of the Chief Operating Officer. Approximately 25% of the Chief Operating Officer's time be devoted to managing the Foundation and approximately 75% be allotted to managing the National Center. (Pending approval of the National FFA Foundation Board of Trustees. Initial employment expectations to be modified into a job description for the Chief Operating Officer to be presented for approval in July.)

MOTION - It was moved by Julie Classen (Mr. Thompson), seconded by Matt Lohr (Mr. McClimon) and carried that a transition budget for such items as dual interim salaries, training and office furniture be authorized from the operating reserves, and that the actual budget be presented to the Governing Committee for approval by April 1, 1991.

MOTION - It was moved by Ben Nessmith (Dr. Coffey), seconded by Lesa Ann King (Dr. Vaughn) and carried that the Governing Committee by February 15, 1991, pending approval of the Foundation Board of Trustees, be asked to approve the compensation package to transfer Bernie Staller from Executive Director of the Foundation to the newly formed position of Chief Operating Officer, effective March 15, 1991.

MOTION - It was moved by Matt Lohr (Dr. Vaughn) and seconded by Lesa Ann King (Dr. Coffey) that the National Advisor be authorized to contract with an independent firm or agency to conduct a study of the Supply Service location, reporting to the Board in January, 1992, and that the Governing Committee act on the proposed contract.

MOTION - It was further moved by Dr. Vaughn and seconded by Dr. Coffey to withdraw the above motion.

MOTION - It was further moved by Matt Lohr and seconded by Danny Grellner to reconsider the above motion

MOTION - It was further moved by Matt Lohr and seconded by Danny Grellner and carried to refer this motion back to the Finance Committee for further discussion.

MOTION - It was moved by Danny Grellner (Mr. Muller), seconded by Lesa Ann King (Mr. McClimon) and carried that the position of Administrative Director of the National FFA Center be eliminated at a time mutually agreed upon by the Chief Operating Officer and the FFA Administrative Director.

MOTION - It was moved by Julie Classen (Dr. Vaughn), seconded by Danny Grellner (Mr. McClimon) and carried that the National FFA Advisor, National FFA Executive Secretary, Chief Operating Officer and staff be directed to move in a timely manner to implement the balance of the recommendations of the Structure Task Force Report utilizing the Structure Committee as a sounding board. (Appendix G)

Discussion took place regarding Recommendation II, Item (5) of the Structure Task Force Committee Report. NVATA expressed concern that passage of this motion could mean that their agreement with FFA could change. They are happy with the present agreement and do not want to see it change. The Board discussion focused on concern for the word "uniform" in the motion. It was suggested that it was not the intent to change the relationship, however, circumstances over time could influence the content of the agreement. Dr. Case stated that current discussion reflects that the word "uniform" means written agreement.

MOTION - It was moved by Matt Lohr (Dr. Vaughn), seconded by Lesa Ann King (Mr. Thompson) and carried that the National FFA Advisor be authorized to develop a plan and budget for studying the philosophy and operation of the Supply Service. The plan and budget shall be approved by the governing committee prior to implementation.

MOTION - It was moved by Julie Classen (Mr. Thompson), seconded by Ben Nessmith (Dr. Coffey) and carried that the National Board of Directors officially approve the transfer of Bernie Staller to the position of Chief Operating Officer, at a date satisfactory to the National FFA Advisor.

MOTION - It was moved by Danny Grellner (Dr. Heiman), seconded by Julie Classen (Dr. Coffey) and carried to accept the Finance Committee Report.

Dr. Case and the Board commended Rosco Vaughn and the Restructuring Committee for their tremendous efforts.

25. FINAL REVIEW OF PRELIMINARY BUDGET - Mr. Charles Keels, Treasurer, National FFA Foundation.

MOTION - It was moved by Danny Grellner (Mr. McClimon), seconded by Lesa Ann King (Mr. Michael) and carried to accept the report.

26. GOVERNING COMMITTEE REPORT - presented by Dr. David Coffey.

MOTION - It was moved by Danny Grellner (Dr. Heiman) and seconded by Ben Nessmith (Dr. Vaughn) and carried to appoint Bobby Muller on the Governing Committee to replace David Coffey on July 1, 1991

MOTION - It was moved by Lesa Ann King (Mr. McClimon), seconded by Ben Nessmith (Mr. Michael) moved to accept the report.

27. UNFINISHED BUSINESS -

Coleman Harris informed the Board that a team of four consisting of Coleman Harris, Robert Seefeldt, Marshall Stewart, and Kip Godwin will be in Kansas City during February to visit 40 of the 65 hotels for site inspection visits and negotiations.

28. REMARKS OF CONSULTANTS AND BOARD MEMBERS - Chairman Case called on the consultants and retiring Board members for their remarks and then thanked them for their dedication and service.

Danny Grellner also thanked the group and said that he appreciated all the time and effort they had put in. Some concerns that the national officer team has are: The entire contest and awards situation should be looked at to evaluate each contest position. Membership equity should be reviewed to make sure the issues are brought to the surface. Amidst all of the changes in agriculture they believe a study or taskforce should be established to study where our membership is coming from and where it is heading. There should be an increase of international perspective as it relates to membership. They completely embrace the results of the structure committee and appreciate the openness with which their ideas have been received. President, Mark Timm, also expressed appreciation for the openness of the board.

Wilson Carnes commented on the structures committee. He looks forward to working during the transition period and expressed his thanks for being allowed to work at the FFA.

29. ANNOUNCEMENTS -

The July Board of Directors meeting will start at 8:30 a.m. on Monday, July 15. Board members were advised they should plan to arrive on Sunday and be prepared to begin on Monday morning.

MOTION - It was moved by Danny Grellner (Mr. Munter), seconded by Matt Lohr (Mr. McClimon) and carried to commend Dr. Coffey, Mr. Michael and Dr. Heiman for three years of outstanding dedicated service to the National FFA and that a letter of commendation be send to their administrators.

The meeting was closed by the national officers conducting the closing ceremony.

With no further business to come before the Board, the meeting was adjourned at 11:05 a.m.



C. Coleman Harris, Secretary



Larry D. Case, Chairman

**NVATA REPORT
TO THE
NATIONAL FFA BOARD OF DIRECTORS
JANUARY 1991**

First of all, I want to thank the National FFA Organization for allowing us to meet with you and have input into many of the decisions affecting our student and FFA members. This opportunity is greatly appreciated.

I would like to take a minute, if I may, and bring you up to date on some of the activities of NVATA. This past Thursday, Friday and Saturday the NVATA Board met here in Washington, D.C. to conduct Board activities as they relate to our organizational goals.

Some of the highlights were:

I. Transition: Exciting yet sad time.

Sad - Sam will be turning the reins of Executive Director over to Mr. Bob Graham upon his retirement on July 1st.

Exciting - Bob will be joining us fulltime to help our organization move forward in Agricultural education in which we are facing many changes and challenges in our profession.

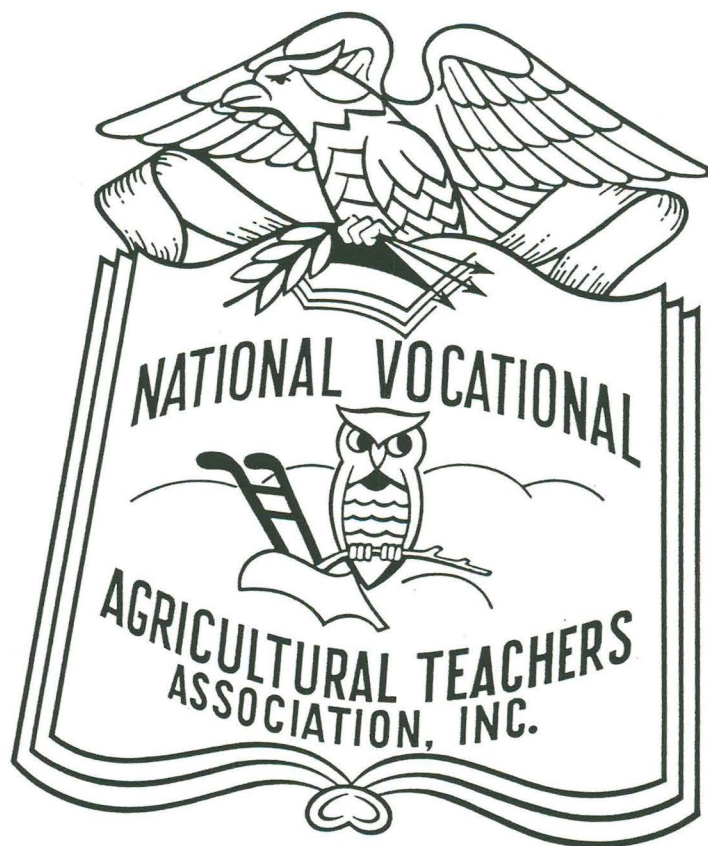
Transition is going very well and is right on schedule with what we are wanting to accomplish

- II. Last Thursday we started our Board meeting by meeting with Dr. Charlie Bussel at the AVA office for some up to date briefings on the reauthorization of the Carl Perkins bill. The rest of the day was spent meeting with our members of Congress on Capitol Hill.
- III. We took our first steps in implementing the NVATA Strategic Plan by revising our program of activities and one and five year plan so that they will reflect the goals and initiatives that were adopted by our membership at our National Convention in Cincinnati this past December.
- IV. The NVATA Board accepted three proposals that will be presented to the FFA Foundation Board of Trustees on Friday for their consideration.
- V. We have set in motion some initiatives for our forward planning sessions to complete the next six months and carry on through the remainder of the 1991 year. We will be spending one full day at our July Board meeting working on forward planning, setting goals and directions for organization, and further implementing and carrying out our tactical plan.
- VI. Through the help of the National FFA Foundation the NVATA will be sponsoring eight professional improvement workshops for our members in 1991.
- VII. We will be sending out the first of our all member newsletter beginning February 4th. This news letter will reach approximately 7,000 members.

Again, Chairman and members of the Board, I want to thank you on behalf of the NVATA for allowing us to be a part of this process.

Respectfully submitted,

Tom Parker
President, NVATA



NATIONAL PROFESSIONAL DEVELOPMENT WORKSHOPS FOR
STATE VOCATIONAL AGRICULTURAL TEACHERS'
ASSOCIATION PRESIDENTS

It is vital to communications and program implementation that newly elected SVATA officers be knowledgeable about professional programs, professional development, professional services available to members, the latest teaching methods for infusion on new curriculum, and be given an opportunity to identify future needs and thrusts in Agricultural Education.

This can only be accomplished through orientation of and formal training of state officer leadership in methods of coordinating state, regional, and national programs and services of the national agricultural education organizations.

The annual training seminars would be located in Alexandria VA near the NVATA national headquarters and the National FFA Center. The seminar will be scheduled during the summer months of June, July or August when most convenient for the participants.

Participants to include following:

- (a) SVATA presidents elected for ensuing year or those to be designated president (ex. president-elect, vice president, etc.) for the ensuing year.
- (b) NVATA president-elect
- (c) NVATA executive director & staff

Responsibilities

Responsibilities to include NVATA staff organizing, coordinating and facilitating a program to include all facets of the agricultural education community with its interrelated programs, curriculum and services (ex. Agricultural Education family, Agricultural Production & Industry, and agricultural education sponsorships).

Budget

Participants will arrive on Wednesday and depart for home after Saturday evening. The main program will begin Thursday and go through Saturday noon (3 days & 4 nights). Advantage-- where feasible speakers and presenters of program segments from the program agendas of other meetings being conducted at the same time (ex. Alumni Leaders Conference & National FFA State Presidents Conference) will be utilized.

(1)	Travel to and from the PDS (Professional Development Seminar)	
	55 @ \$450	\$24,750
(2)	Lodging based on 2 persons per room	
	\$75/night x 4 nights x 28	8,400
(3)	Meals and/or per diem	
	\$25/day x 4 x 55	5,500
(4)	Local transportation during the workshop	500
(5)	Cost of materials/supplies/incidentals	1,500
(6)	Cost of meeting room 3 days @ \$85	255
	TOTAL	\$49,905

(Cost sharing between sponsor(s) and participants; 75% sponsor/25% participant, local or state support)

Results

- (a) SVATA presidents will meet and exchange ideas and discuss state and national programs, procedures, and needed thrusts. This will be accomplished by means of a professional development program including methods involving group dynamics and team building training.
- (b) Requirement of participants to write a report and give a presentation to their state agricultural education association leadership.
- (c) Requirement of participants to write and mail to local and state newspapers, as well as state education, agricultural and vocational magazines and journals, an article about the program before leaving seminar.
- (d) Dissemination of materials, supplies, and guidance to provide effective SVATA leadership in coordinating the facilitation of the National Agricultural Education profession.
- (e) Extend audience target/50 state presidents x 5 state officers equals 250 x 5 area coordinators equals 1250 x 5 local officers equals 6250 x 40 members equals 250,000 students.
- (f) Sponsor will be invited to have representatives participate in each conference, display materials and discuss services for agricultural education programs, as well as having the continuity of program presentation.
- (g) Visibility to agriculture educators throughout the 50 state associations.
- (h) Annual acknowledgement in the newsletter, News & Views of NVATA, and in the "NVATA Professional Highlights" fact sheet to members and non-members at state meeting/conferences.
- (i) Goodwill of the "NVATA Organization Membership."
- (j) News articles in state association newsletters, local papers, and professional journals at the state levels.

**REMARKS BY THE
AGRICULTURAL EDUCATORS AS CONSULTANTS
TO THE NATIONAL FFA BOARD OF DIRECTORS**

It has indeed been a pleasure to have the opportunity to serve as consultant to the National FFA Board of Directors. As teacher educators, we look forward to providing input into dealings of the operations of the National FFA Organization.

As most of you are aware, the teacher education organization AATEA (American Association of Teacher Educators in Agriculture) at their December meeting, held during the American Vocational Association Convention voted unanimously to change it's name to AAAE (American Association of Agricultural Educators). This change represents a shift at many universities from being strictly teacher education to include agricultural communication, extension education, and international programs.

We feel this to be a very positive move as we work towards meeting the goals and objectives of the Strategic Plan. Again, we thank you for allowing us to represent the four regions of AAAE and serve as consultants to the Board.

We look forward to the business proceedings.

Thank you,

Reported by Dr. Jerry Peters
AAAE Central Region
Consultant

MINUTES
GOVERNING COMMITTEE
OF THE
NATIONAL FFA BOARD OF DIRECTORS

December 17, 1990

The meeting of the FFA Governing Committee was conducted by conference call on December 17, 1990. Those participating in the call included: Mr. C. Coleman Harris, National FFA Executive Secretary, Mr. Les Thompson and Dr. David Coffey, members of the committee.

Motion 1 - It was moved by David Coffey, seconded by Les Thompson and carried to authorize \$4,000 from the operating reserve to fund a special task force to study and develop recommendations regarding the national FFA officer system, and report to the July 1991 Board meeting. Task force members to be selected and appointed by the National FFA Advisor.

Motion 2 - It was moved by Les Thompson, seconded by David Coffey and carried to amend the Sentinel's part in the opening ceremonies by changing the word "equipment" to "paraphernalia" as recommended by the delegates to the 63rd National FFA Convention. (Change to be placed in the 1991 Manual.)

Motion 3 - It was moved by Les Thompson, seconded by David Coffey and carried to sustain the actions of the official delegates to the 63rd National FFA Convention regarding the changes in the FFA Creed.

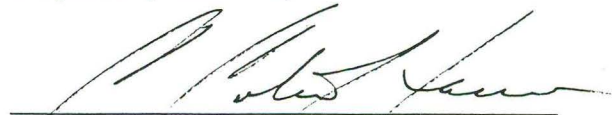
1) in paragraph 1, sentence 1, change farming to agriculture;

2) in paragraph 2, sentence 1, change pursuit to pursuits;

3) in paragraph 5, sentence 12, change rural America to American Agriculture. (Changes to be placed in the 1991 Manual.)

Motion 4 - It was moved by Les Thompson, seconded by David Coffey and carried that the three-year contract for printing the FFA's national magazine, *FFA New Horizons*, be awarded to Quad/Graphics, Inc. the present printer. The magazine staff made this recommendation after a review of eleven (11) proposals. The magazine will be printed in Quad's Thomaston, Georgia, plant.

Respectfully submitted,


C. Coleman Harris, Secretary

MINUTES
GOVERNING COMMITTEE
OF THE
NATIONAL FFA BOARD OF DIRECTORS

December 2, 1990

The meeting of the FFA Governing Committee was conducted by conference call on December 2, 1990. Those participating in the call included: Dr. Larry Case, Chairman; Mr. Les Thompson, Dr. David Coffey, members of the Governing Committee, and Wilson Carnes, Administrative Director.

It was moved by Les Thompson, seconded by David Coffey and carried to move Diane Crow to a Program Coordinator position in the International Department at Grade 7, Step 2.

It was moved by David Coffey, seconded by Les Thompson and carried to authorize payment in the amount of \$27,600 for replacing the roof on the third building.

Respectfully submitted,


C. Coleman Harris, Secretary

MINUTES
GOVERNING COMMITTEE
OF THE
NATIONAL FFA BOARD OF DIRECTORS

September 24, 1990

The meeting of the FFA Governing Committee was conducted by telephone on September 24, 1990. Those participating in the call included: Dr. Larry Case, Chairman, Mr. Les Thompson, Dr. David Coffey, members of the committee, and Mr. Wilson Carnes, Administrative Director.

After discussion it was moved by Dr. Coffey, seconded by Mr. Les Thompson to approve the following personnel actions effective on the respective anniversary dates:

Curtis Cave, Senior Data Processing Coordinator, Supply Service, from Grade 5, Step 6, to Grade 7, Step 2.

Mary K. Devers, Assistant Manager of Accounting, from Grade 8, Step 7, to Grade 9, Step 5.

Timothy Perdue, Assistant Production Manager, Supply Service, from Grade 8, Step 5, to Grade 8, Step 6.

Mark Cavell, Programmer/Analysis in Computer Services, from Grade 11, Step 6, to Grade 11, Step 8.

Joyce Berryman, Advertising Assistant in the Publications Division from Grade 6, Step 5, to Grade 7, Step 3.

Gerald Devers, Supervisor, Warehousing, Supply Service, from Grade 8, Step 8 to Grade 8, Step 9.

There being no further business the committee adjourned.

Respectfully submitted,



C. Coleman Harris, Secretary

REQUEST FOR PROPOSAL TO DO RESEARCH FOR THE NATIONAL FFA ORGANIZATION

Topic: A National Effectiveness Study of the *FFA New Horizons* Magazine.

Due: Six copies of the proposal are due in the National FFA Center by June 30, 1991 with notification by July 20, 1990.

Background:

Because of the changing population in FFA membership, the magazine staff needs a clearer definition of its readers and how the magazine might serve them better. The staff is also interested in how the magazine is and could be used by the student and teacher.

Information Sought:

Investigators should develop in their proposals appropriate objectives addressing the topic. Some suggested questions for study should or may address the following:

1. Provide editors a demographic profile of FFA magazine readers.
2. Identify reader's use of the magazine.
3. Determine the value of the magazine to the readers.
4. Determine the kind and quantity of information readers receive in competition with the FFA magazine.
5. Determine the reader's image of their magazine.
6. Explore with readers their preferences and support of editions of each magazine more closely targeted to their career interest.

Requirements:

1. Investigators will prepare a written report of at the findings and provide 25 copies of this report to the Research Committee of the National FFA Board of Directors.
2. A progress report shall be submitted to Mr. C. Coleman Harris by January 3, 1992.
3. Project activities and reports shall be completed by May 31, 1992 and submitted to C. Coleman Harris at the National FFA Center.
4. The investigators will present an oral report of the findings at the July 1992 National FFA Board of Directors meeting.
5. A camera-ready copy of instrumentation, if developed, shall be included with the report.

Budget:

An amount of up to \$5000.00 (on a reimbursement basis has been allocated relative to this RFP. Appropriate expenditures may include: personnel assistance (hourly), project supplies, postage, data analysis, communications, printing and travel to the National FFA Center for the July 1992 National FFA Board of Directors meeting. Equipment purchases and indirect costs are not eligible expenses.

Format of Proposal:

The proposal should not exceed six pages which include:

- I. Introduction
- II. Purpose and Objectives
- III. Research Procedures
- IV. Timetable
- V. Qualifications of Project Director(s)
- VI. Specific Budget

Please submit six copies of your proposal to:

Mr. C. Coleman Harris
National FFA Executive Secretary
National FFA Center
5632 Mt. Vernon Memorial Highway
P.O. Box 15160
Alexandria, Virginia 22309-0160

Note: Proposals must be postmarked by June 30, 1991.



National FFA Foundation

Executive Council

Robert W. Reynolds, Chairman 1991
Vice President and General Manager,
Crop Protection Products Division
Monsanto Agricultural Company

Neil O. Christenson (1992)
Vice President, Farm Equipment &
Consumer Products Marketing,
USA & Canada
Deere & Company

Dale A. Miller (1993)
President and Chief Executive Officer
Sandoz Crop Protection Corporation

Thomas J. Hennesy (1990)
Chairman & Chief Executive Officer
TSC Stores

Sponsors' Board

Olin N. Andrews, Jr.
Farmers Hybrid Companies, Inc.

Mark W. Atwood
American Cyanamid Company

Kenneth L. Bader
American Soybean Association

Frank C. "Buza" Baker
CMF&Z

Terry A. Blanks
Alfa-Laval Agri, Inc.

Henry D. Bobe
Permetha Animal Health

Joseph R. Carpenter
Campbell-Mithun-Esty

H. D. Cleberg
Farmland Industries, Inc.

George S. Dahlman
Piper, Jaffray & Hopwood Incorporated

Ron Davis
William R. Biggs/Gilmore Associates

J. C. Dromgoole
Fort Bend Services, Inc.

Gary L. Duncan
NC+ Hybrids, Inc.

Edgar E. Fehnel
Elanco Animal Health, A Division
of Eli Lilly and Company

Nick Hein
DowElanco

James H. Hellmich
Kraft General Foods

Philip J. James
United Agri Products

Kenneth W. Kemp
CIBA-GEIGY Corporation

Albert D. Kern
Mycogen Corporation

Edward L. McMillan
Purina Mills, Inc.

Butch L. Mercer
SmithKline Beecham

Joshiah Phelps
National FFA Alumni

Robert W. Pritchard
DEKALB Plant Genetics

Leo T. Rasmussen
Metropolitan Life Insurance Company

Victoria L. Rickey
JI Case Company

Jack D. Satterwhite
ConAgra Fertilizer Company

Kent Schulze
Northrup King Co.

James E. Wissmiller
ICI Americas Inc.

January 21, 1991

TO: Board of Directors
Board of Trustees

FROM: Bernie L. Staller

RE: JANUARY 1991 REPORT ON 1990 CAMPAIGN

1. 1990 Financial Year

1990 was a record breaking year! The total of \$4,214,261.33 is the largest ever invested in FFA and is a 12.53% gain. The gain of \$469,184.48 is also a record.

	1990	1989	1980
General Fund	\$342,542.69	\$448,590.37	\$252,437.00
Executive Sponsors	41,520.07	48,495.92	24,900.00
Special Projects	<u>3,830,198.57</u>	<u>3,247,990.56</u>	<u>734,958.00</u>
	\$4,214,261.33	\$3,745,076.85	\$1,012,295.00
Other	<u>15,762.19</u>	<u>\$92,441.34</u>	<u>\$46,559.00</u>
GRAND TOTAL	\$4,230,023.52	\$3,837,518.19	\$1,058,854.00

Three major grants: Kellogg Foundation \$746,000 (1990-92)
Kellogg Foundation \$1,028,000 (1991-93)
Cargill Foundation \$209,000

2. 1990 Development & Endowment

- a. Received bequest establishing an \$811,000 trust from Mrs. Georgia Helberg.
- b. Have received a bequest from C. Dana Bennett \$16,540.58

**NATIONAL FFA
OFFICER SYSTEM TASK FORCE**

FINAL REPORT

to the

National FFA Board of Directors

**submitted via the
Leadership Committee**

presented by

**Tom Munter
January 1991**

REPORT of the

NATIONAL FFA OFFICER SYSTEM TASK FORCE

Background:

On December 17, 1990, the Governing Committee of the National FFA Board of Directors authorized the establishment of "a special task force to study and develop recommendations regarding the national FFA officer system." This action was, at least in part, an effort to provide for an appropriate response to issues, questions, and concerns which were aired at the 1990 National FFA Convention.

The individuals appointed to the committee by the National FFA Advisor were:

Mr. Tom Munter, California (Chair)
Dr. Terry Heiman, Missouri
Mr. James Scott, Ohio
Mr. John Pope, Virginia
Mr. Donnell Brown, Texas

Considerations:

1. Inasmuch as the National FFA Officer system is currently a very volatile issue, several of the task force members received significant, and often times unsolicited, input from the field prior to its first meeting.
2. There is no apparent evidence that any type of planned "system" for leadership development currently exists for National FFA Officers. The National FFA Officer handbook is overdue for revision and has not been utilized in recent years. The task force finds it difficult to study and review a system when one does not appear to be in place to study.
3. In the absence of a definitive "system" to study, it is the opinion of the task force that it has, in essence, been asked to develop a system for the management, training, direction, and utilization of National FFA Officers. This is work which should justifiably be assigned to the national organization's Leadership Specialist.
4. Since the national organization already has in place a Leadership Committee as a standing committee of the National FFA Board of Directors, it occurs to this task force that the Leadership Committee holds the basic responsibility for reviewing aspects of the organization's leadership program, and then carrying recommendations regarding the leadership program to the Board of Directors. In light of that, it appears that this task force is essentially a duplication of effort and therefore a cost which the national organization -- especially during a time of "tight" budgetary considerations -- need not incur.

Recommendations:

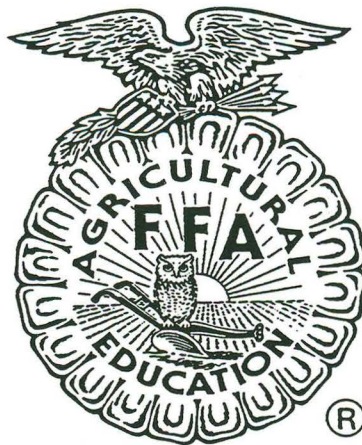
After careful, lengthy, and deliberate evaluation of these, and other considerations, this task force makes the following recommendations to the National FFA Board of Directors, via the Leadership Committee:

1. The in-line supervisor of the National Program Specialist for Leadership, direct that Specialist to develop and draft a "system" for the management, conduct, training and utilization of National FFA Officers. Since the Leadership Program Specialist has expertise in this area and has the responsibility for managing the national officers, it is further recommended that the direction for executing this recommendation shall include the understanding that the task of developing this system will be completed by the Leadership Program Specialist and shall not be assigned to other employees and/or interns nor shall it be delegated to outside individuals, groups, committees or task forces.
2. The development of the system described above shall be completed not later than March 15, 1991.
3. Upon completion of the task of developing a system, the Leadership Specialist shall mail copies of the draft proposal to all members of the Leadership Committee for their study and review. The Leadership Specialist shall follow-up with a conference call with the Leadership Committee at which time it will adopt or make recommendations for changes in the proposed system. The Leadership Specialist shall follow this procedure until a system is developed which the Leadership Committee chooses to approve, at which time the plan will be submitted to the in-line supervisor of the Leadership Specialist. It is further recommended that the first conference call take place on or about April 1, 1991, and that the final draft be approved not later than June 1, 1991.
4. The Leadership Specialist shall include (but not be limited to) the following in the development of a "National FFA Officer System":
 - a. The updating/revision/rewrite of a National FFA Officer Handbook.
 - b. Review and consideration of past National FFA Officer team reports and exit interview documents.
 - c. A one-year personal growth development plan for each officer and the team of officers which includes:
 - assessment of officer strengths and relative levels of capabilities upon election to office.
 - periodic and selected on-site monitoring of officers' performance.
 - charting each officer's progress.
 - providing regular critique, follow-up and suggestions to officers.
 - feedback from officers regarding the growth development plan.
 - d. Training for the preparation and presentation of speeches, workshops, seminars, etc., to include both presentation and content training.
 - e. A National FFA Officer "job description."
 - f. Specific policies regarding budgeting, expense vouchers, appropriate and inappropriate items to be claimed for reimbursement, etc.

- g. A plan for regular communication between officers and with the Leadership Specialist.
- h. Computer software application training to enable officers to maximize the benefits of utilizing the computers assigned to them.
- i. Training in the preparation of business and personal correspondence.
- j. Training in media relations to include TV, radio and newsprint interviewing techniques.
- k. A plan to provide officers with regular updates on current agricultural and FFA issues.
- l. The centralization at the FFA center of all air travel scheduling and ticketing for National Officers.
- m. A prioritized list of all potential officer activities which is to be utilized in scheduling of officers.
- n. A tracking system for follow-up on recommendations made by outgoing national officer teams such that the appropriate Board committee hears and has opportunity to respond to those recommendations.
- o. Use of national officers to plan and run State Presidents' Conference.
- p. Strategies to provide a national officer for every state association convention, every year, at the national organization's expense.
- q. Training on grooming, etiquette and dress.
- r. The conduction of an orientation and information meeting for national officers one or two days prior to each Board meeting.
- s. Public relations from Kindergarten to Congress.
- t. Training and information on FFA programs and procedures to include time for one-on-one training/discussions with various staff people.
- u. Scheduling of national officers to be a function of the Leadership Program Specialist who shall always insure the following in scheduling officers:
 - ample time set aside for the planning, development and rehearsal of programs and activities prior to events.
 - ample time set aside at the start of the officer year to conduct the in-depth training being recommended in this report.
 - that activities are scheduled according to their prioritized status on the approved list established in item "m" above.
 - periodic "down time" set aside in each officer's schedule.
 - more "team time."
- v. Training and information on Agricultural Education philosophy, the Strategic Plan and the agricultural education family.
- w. Training in time management techniques.

5. The monthly allowance for incidentals currently disbursed to national officers be rescinded and subsequently ALL reimbursable expenditures be claimed by the voucher system.
6. The direct line supervisor of the Leadership Specialist shall monitor the development of the "National FFA Officer System" and insure its completion in accordance with all recommendations brought forward in this report.
7. After the newly developed "National FFA Officer System" is implemented, the direct line supervisor of the Leadership Specialist shall periodically review, evaluate and provide guidance for the progress and operation of the system and shall report his findings and recommendations to the Leadership Committee each January and July.
8. The National FFA Board of Directors fully embrace and implement all recommendations made by the task force on National FFA Structures.
9. The National FFA Officer System Task Force be discharged.

NATIONAL FFA STRUCTURE TASK FORCE
REPORT TO THE
NATIONAL FFA BOARD OF DIRECTORS



PRESENTED BY
ROSCO VAUGHN
JANUARY 1991

Background Information

The National FFA Organization Structure Task Force was established by Board action during the January 1990 Board Meeting. The task force was instructed to make recommendations regarding the operating structure of the National Center. It was also asked to review administrative policies and procedures of the Center, staff job descriptions, and other areas they deemed appropriate.

The members of the task force are:

Mr. Bill Henricksen, Past National FFA Officer, Iowa
Mr. Wilson Carnes, National FFA Administrative Director
Dr. Terry Heiman, State Director, Agricultural Education, Missouri
Dr. Barbara Kirby, Teacher Educator, North Carolina State University
Mr. Dana Soukup, Past National FFA President, Nebraska
Mr. Jay Eudy, State Director, Agricultural Education, Texas
Mr. Richard Katt, FFA Executive Secretary, Nebraska
Dr. Jasper Lee, Teacher Educator, Mississippi State University
Mr. Doug Spike, Past President, NVATA, Michigan
Mr. C. Coleman Harris, National FFA Executive Secretary, Ex-officio
Dr. Larry Case, National FFA Advisor, Ex-officio
Dr. Rosco Vaughn, Chairman, New Mexico

While the original board motion requested that a consulting firm conduct a review of Center operations, the task force chose to first conduct its own onsite review of all center operations. June 25-27, 1990 was the date of the first task force meeting. On August 27 and 28 a second meeting was conducted at the National Center. During this meeting the task force received recommendations verbally and in writing from various Center employees. The task force members also conducted individual interviews with all employees who were present at the Center during these two days.

The recommendations contained in this report are the result of this on-site review and a review of various recommendations made by other groups and individuals to members of the task force. At this time, the task force does not recommend obtaining the services of an outside consulting firm. The task force believes that the recommendations contained in this report can be carried out by the National FFA Advisor, National FFA Executive Secretary, the Chief Operating Officer, other Center administrators, Center staff, and the structure task force, as deemed appropriate by the National FFA Board of Directors. The task force is willing to assist in writing new policies, procedures and job descriptions for Board consideration, if the Board wishes to keep the task force in existence to assist with these recommendations.

RECOMMENDATION I: Consolidate The Operation and Administration Of The National FFA Center And National FFA Foundation Through A Joint FFA And Foundation Chief Operating Officer Position.

Procedures:

- (1) The National FFA Board of Directors and the National FFA Foundation Board of Trustees take action to consolidate the operation and administration of the National Center and the National Foundation.
- (2) The National FFA Board of Directors take action to establish a Chief Operating Officer position. The Chief Operating Officer will report directly to the National FFA Advisor in carrying out policies and procedures established by the National FFA Board of Directors and National FFA Officers. The Chief Operating Officer will have autonomous administrative responsibility for operation of the National Center except for duties as prescribed in the National FFA Constitution for the National FFA Advisor, National FFA Executive Secretary and National FFA Treasurer. All matters in the management of the Center will be the responsibility of the Chief Operating Officer.
- (3) The National FFA Foundation Board of Trustees take action to establish a Chief Operating Officer position. The Chief Operating Officer will report directly to the President of the Board of Trustees in carrying out the policies and procedures established by the National FFA Foundation except for duties as prescribed in the National FFA Foundation Constitution for the President of the Board, the Secretary of the Board and The National FFA Foundation Treasurer. The Chief Operating Officer will report to the Executive Council of the National FFA Foundation Sponsors' Board in all matters relating to fund raising and those duties designated in the Foundation Constitution and/or bylaws.
- (4) The National FFA Foundation Board of Trustees eliminate the position of Executive Director.
- (5) The National FFA Board of Directors and National FFA Foundation Board of Trustees take all action necessary to reassign Mr. Bernie Staller to the position of Chief Operating Officer, for Foundation and FFA Operations. Approximately 25 percent of the Chief Operating Officer's time be devoted to managing the Foundation and approximately 75 percent be allotted to managing the National Center.
- (6) The National FFA Board of Directors and National FFA Foundation Board of Trustees jointly provide funding for the

Chief Operating Officer's position based on the percent of time agreed upon for administration of the Center and the Foundation Office.

- (7) The National FFA Board of Directors set the annual salary for the initial employment year for the Chief Operating Officer between \$85,000.00 and \$95,000.00 based on a full year equivalent.
- (8) The National FFA Board of Directors eliminate the position of Administrative Director of the National FFA Center at a time mutually agreed upon by the Chief Operating Officer and the FFA Administrative Director.
- (9) The Executive Council of The National FFA Foundation Sponsors' Board review the option of moving their National FFA Foundation Office to the National Center and recommend their location preference to the National FFA Foundation Board of Trustees by the July 1991 meeting.
- (10) The Assistant to the National FFA Treasurer report directly to the Chief Operating Officer.
- (11) The National FFA Board of Directors and National FFA Foundation Board of Trustees jointly establish procedures providing for a regular review of the organizational structure which provides for the joint appointment of a Chief Operating Officer.
- (12) The National FFA Board of Directors and National FFA Foundation Board of Trustees jointly establish procedures providing for an annual performance evaluation of the Chief Operating Officer.
- (13) The Chief Operating Officer will be located at the National Center in Alexandria, Virginia.

RECOMMENDATION II: Expand, Update And Improve National FFA Board Policies.

Procedures:

- (1) The National FFA Board of Directors and Center administrators place a priority on developing a staff accountability system that is clearly written in policies and regulations and is consistently applied to all employees at the Center.
- (2) The Center administration take all steps necessary to ensure uniform application of all written policies, procedures and regulations throughout the Center.
- (3) The policy committee of the National Board of Directors and National FFA Staff review all policies for bias relating to sex, race, creed, color and national origin and make recommendations to the Board to eliminate statements which might discriminate against any group or population.
- (4) The policy committee of the National FFA Board of Directors consider adopting policies which are clearly written concerning the following:
 - a. Nepotism
 - b. Flex time
 - c. Leave swapping
 - d. Maternity leave (separate from sick leave)
 - e. Early retirement
 - f. Salary schedules
 - g. Professional and educational leave
 - h. Leave for death in the immediate family
 - i. Hiring new employees
 - j. Annual written performance evaluations for all employees
 - k. Merit or performance based salary increases based on written evaluations
 - l. Termination of employment based on written evaluations
 - m. Overhead costs on government grants
- (5) The National FFA Board of Directors establish policies requiring uniform written agreements for housing related organizations at the National Center. Policies to provide for agreements to be reviewed and renewed periodically.
- (6) The National FFA Board of Directors and the National FFA Foundation Board of Trustees review all policies established by both boards to provide uniform and consistent policies as deemed appropriate by mutual agreement of both boards.

RECOMMENDATION III: Improve Employee Morale And Communications At The Center.

Procedures:

- (1) Center administrators place a priority on internal communications at the Center. Possibilities to consider are:
 - a. Regular staff meetings
 - b. Newsletter
 - c. Bulletin board
- (2) Center administrators implement procedures to encourage more team work and cooperation among employees and divisions. Possibilities to consider are:
 - a. Committees that cross division lines
 - b. Cross-disciplinary management teams
 - c. Other activities designed to secure employee input
- (3) Center administration (with employee input) provide regular inservice activities for employees to provide for personal and professional growth and development.
- (4) Center administration review all job descriptions and work loads for the following:
 - a. Equity
 - b. Bias in job descriptions
 - c. Accuracy
 - d. Uniformity
 - e. Appropriateness and consistency with the Strategic Plan for Agricultural Education and The National FFA Tactical Plan
- (5) Center administration and employees review employee benefits and make recommendations to The National FFA Board of Directors for changes. The following should be considered in the review:
 - a. Fewer and better benefit options
 - b. Maintaining accurate leave records
- (6) Center administration and staff develop an employee handbook.

RECOMMENDATION IV: Improve The Efficiency And Effectiveness Of
Selected FFA Operations.

Procedures:

- (1) The National FFA Board of Directors and Center administration continue to place a high priority on improving the management of National FFA Officer Teams.
- (2) The National Board of Directors study the feasibility (including cost benefits) of moving the supply service to a more centralized location (for example, Kansas City). The location of the supply service be determined at the July 1991 Board meeting.
- (3) The National FFA Board of Directors and Center administration continue to place a priority on updating information processing systems to improve both internal and external communications of the National FFA.
- (4) The National FFA Board of Directors consider filling the full time position of Editor-in-Chief for the FFA magazine, with 100 percent time devoted to the magazine.
- (5) Center administrators, with input from the assistant to the National Treasurer, review the administration of the Foundation Budget (Currently assigned to Contests and Awards Program Area) and make recommendations for updating and improving this system by the July 1991 Board meeting.
- (6) Center administrators exercise utmost care to follow all existing policies for hiring and promoting personnel.
- (7) Center administrators develop an orientation process for all new employees.

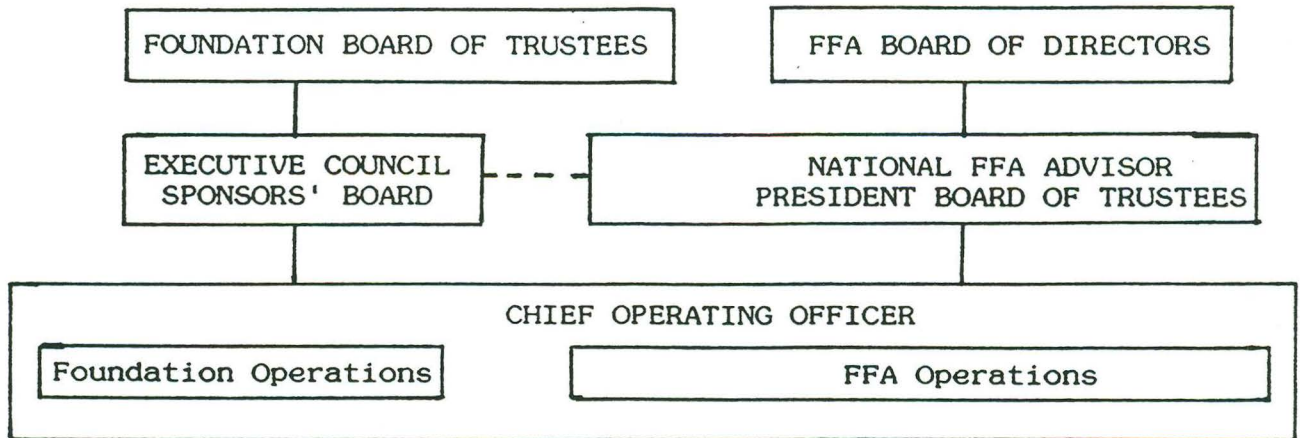
RECOMMENDATION V: Long Range Planning To Be The Driving Force For All National FFA Operations.

Procedures:

- (1) The National FFA Board of Directors, The National Council and other agricultural education policy makers establish and define the relationship of FFA to other agricultural education groups. The National FFA Advisor and the National FFA Executive Secretary take the lead roles in this effort.
- (2) Each division and program area of FFA develop their respective activities in accordance with the Agricultural Education Strategic Plan and National FFA's Tactical Plan.

RECOMMENDATION VI: Update the Organizational Structure Of The National Center To Reflect Its Current Mission And Goals As Outlined In The Strategic Plan For Agricultural Education And The National FFA Tactical Plan.

Proposed Organizational Chart:



NOTE: The current relationships of the National Executive Secretary and the National Treasurer with the National FFA Board and National Advisor are not affected by this proposal. Certain duties of the Executive Secretary not required by the Constitution will, however, become the the responsibility of the Chief Operating Officer.

Should this structure be adopted by the National FFA Board of Directors, the FFA Chief Operating Officer should develop recommendations for establishing the remaining structure of the National Center in consultation with the National FFA Advisor, the National Executive Secretary, other Center staff, and the National FFA Structure Task Force. A recommended organizational structure should be presented to the National FFA Board of Directors by July 1991.