

CALIFORNIA DEPARTMENT OF EDUCATION
Bureau of Agricultural Education
Staff Meeting Minutes

September 26-29, 1966
State Education Bldg.
Sacramento

Present

S. L. Barrett	R. E. Matthews
J. E. Becket	W. J. Maynard
H. H. Burlingham	R. H. Pedersen
K. B. Cutler	L. H. Ruth
E. D. Graf	W. D. Reed
G. A. Hutchings	O. E. Thompson
E. M. Juergenson	J. E. Walker
E. J. LaSalle	D. E. Wilson

The meeting was called to order at 1:15 PM on September 26th by Donald E. Wilson, Chief of the Bureau.

New State Fair

Mr. Wilson reported that a special meeting of the State Fair Sub-committee and a Legislative Sub-committee had been held on September 21. Nothing was settled. They are scheduled to meet again on November 21.

We need to go back and solicit letters supporting our position. They should be mailed to the California Exposition and Fair Executive Committee, 1108 "O" Street, Room 205, Sacramento 95814.

The Livestock Advisory Committee of the new fair voted to support our position at their September 14 meeting. The Grange is also now actively opposing the fair management's position.

Farm Foreman
Training

Mr. Wilson remarked that the Farm Foreman Training program is part of our total program of activity and that Mr. Becket will be included in future staff meetings.

Mr. Becket indicated that he would like to attend as many section meetings as possible this fall to familiarize teachers with the training program. He reported that he would like to put out a teaching guide which would adapt material from the Farm Foreman Training Manual for high school use.

An advanced course familiarizing growers with laws in the area of labor relations is in the planning stages. This is at the request of the growers.

Reports On
Meetings
Attended by
Staff Members

Mr. Matthews reported on his Cobleskill trip. He stated that this was a meeting called by the U.S. Office of Education on post high school education and that it was a 4C project funded under VEA.

He observed that their food processing training program has many problems. There are not enough students and the wages for graduates are low. He reported that they had \$800,000.00 invested in a fifty student program. Mr. Matthews suggested that in California it might be best to work out a cooperative program with our canneries to carry out this type of training.

The extension of FFA to post high school was a major issue for discussion at the conference. Due to the efforts of Ernie Tarone and Ralph Bander the proposal was defeated. Their final recommendation was to encourage post high school youth organizations as long as they do not interfere with FFA.

Mr. Walker reported on the Fort Collins 4C program. This was a week long workshop, Monday to Friday. There were eight to ten people in attendance from each of the eleven western states. Most of the people were vo-ag teachers. The group worked on setting up programs for training youths for off-farm occupations. The minutes are expected soon.

Mr. LaSalle, commenting on the same program, said that the California teacher trainers gave the program the push it needed to get started.

Dr. Juergenson and Mr. Burlingham indicated that other states have separated Agricultural Off-Farm Occupations out as a separate unit and have thus been able to give the off-farm occupations more attention. The general opinion was that this program was an excellent background for our own conference in California.

Dr. Juergenson reporting on the Fresno Workshop indicated that it was a chance for our people to get together and see what each other was doing in the area of Cadet Teacher Supervision. Two-thirds of those attending were experienced teachers. The other third were people that were considered potential Critic Teachers. The group looked at the selection of teachers, selection of centers, and the development of curriculum. A committee was assigned to revise the Student Teaching Manual.

Mr. Burlingham commented that it was an excellent type of professional give-and-take activity. He added that the

Reports On
Meetings
Attended by
Staff Members

Mr. Matthews reported on his Cobleskill trip. He stated that this was a meeting called by the U.S. Office of Education on post high school education and that it was a 4C project funded under VEA.

He observed that their food processing training program has many problems. There are not enough students and the wages for graduates are low. He reported that they had \$800,000.00 invested in a fifty student program. Mr. Matthews suggested that in California it might be best to work out a cooperative program with our canneries to carry out this type of training.

The extension of FFA to post high school was a major issue for discussion at the conference. Due to the efforts of Ernie Tarone and Ralph Bender the proposal was defeated. Their final recommendation was to encourage post high school youth organizations as long as they do not interfere with FFA.

Mr. Walker reported on the Fort Collins 4C program. This was a week long workshop, Monday to Friday. There were eight to ten people in attendance from each of the eleven western states. Most of the people were vo-ag teachers. The group worked on setting up programs for training youths for off-farm occupations. The minutes are expected soon.

Mr. LaSalle, commenting on the same program, said that the California teacher trainers gave the program the push it needed to get started.

Dr. Juergenson and Mr. Burlingham indicated that other states have separated Agricultural Off-Farm Occupations out as a separate unit and have thus been able to give the off-farm occupations more attention. The general opinion was that this program was an excellent background for our own conference in California.

Dr. Juergenson reporting on the Fresno Workshop indicated that it was a chance for our people to get together and see what each other was doing in the area of Cadet Teacher Supervision. Two-thirds of those attending were experienced teachers. The other third were people that were considered potential Critic Teachers. The group looked at the selection of teachers, selection of centers, and the development of curriculum. A committee was assigned to revise the Student Teaching Manual.

Mr. Burlingham commented that it was an excellent type of professional give-and-take activity. He added that the

participation of the Bureau staff did a great deal to contribute to the success of the meeting.

Mr. Wilson said that preference should be given to those schools as critic centers whose people are willing to cooperate and attend this type of session. He noted that we should use the results of the teacher training session in future planning.

Mr. Graf stated that we must become familiar with the report and do something about the suggestions made by the group. Also, that the next meeting should be based upon ways of improving the supervision of student teachers.

Mr. Ruth reported on the Salt Lake City assignment. He pointed out that the purpose of the meeting was to judge the Pacific Region Farm Proficiency Awards and to make the selection of National Emblem Chapters. He commented that our applications, in general, lacked polish and that some were not complete. He suggested that we adopt the use of the national form for all proficiency awards in California. Action was deferred until the November meeting. Mr. Ruth is to correspond with the national office to find out when and what supply of forms would be available.

Mr. Barrett reported on the Tahoe Leadership Conference. His evaluation of the entire affair was that in general it was a poor demonstration of leadership on the part of the people from the U.S. Office of Education. The real value of the conference was in meeting people from out-of-state and talking about their problems and programs.

Junior College
Program Development

Mr. Wilson stated that we need to study where the emphasis should be placed in our junior college agricultural programs. We have a definite role to play in the total picture.

Mr. Matthews stated that the law specifies that VEA funds cannot be used to support classes that are not vocational in nature. He presented a chart showing the problem exists in many of our junior colleges. (See attachment A). He said that he will contact personally those colleges that seem in violation. He also displayed a chart (attachment B) which presented a random sampling of our junior college agricultural curricula. The chart was made as a result of a request made at the 1966 CATA Summer Conference. Another chart (attachment C) showed the number of general education courses added to the regular major by various junior colleges.

Mr. Matthews then discussed the location of junior colleges in the state and their need for an agricultural program. He suggested that in most cases a three man department was the smallest feasible. He suggested that twelve are geographically

well suited and have three or more staff members. Those needed geographically include Allen Hancock, Antelope Valley, Butte County, Santa Rosa, Solano County (Fairfield-Vacaville area), West Valley (Campbell). A summary of projected status shows within ten years thirty departments with 3 or more staff members and four departments with less than three members.

He then presented a "suggested guideline" to use when evaluating the need to establish a vo-ag department in a junior college (attachment D).

Mr. Wilson ended the discussion by saying we need a plan for our total education program in the junior colleges. He asked the staff to carefully review the material passed out.

Arthur D. Little Study

Mr. Graf reported that a preliminary report has been made to Dr. Rafferty. The primary emphasis at this time is with the junior college section. Legislation may be introduced to establish a separate Board for junior colleges.

Supervision of Solano and Santa Barbara Counties

Mr. Wilson reported that Mr. LaSalle will continue working with the schools north of Santa Barbara, and that Solano County, Brentwood (Liberty Union High School) will be located in the North Coast Region.

Bureau Directory

Mr. Wilson commented that we need more information for the directory and that the staff's assistance is needed. Once we get the information, we should find the directory much more useful.

The staff suggested that we also need a directory of Bureau personnel, present and past, including home addresses, telephone, and lease line numbers.

Sears Foundation Budget Proposal

After considerable staff discussion of the proposal, Mr. Barrett moved that the staff accept the report. This was seconded by Mr. Maynard and the motion passed by unanimous vote.

FFA Membership Report

Mr. Ruth discussed the new reporting procedure for FFA membership. After reviewing the new form, he indicated that a supply of guides and applications would be mailed to each regional supervisor within a week.

Permit Teachers

The staff agreed that the approval of permit teachers should be the responsibility of the Regional Supervisor. He is to determine whether or not the candidate meets the qualifications.

Mr. Hutchings moved that the proposed permit form be adopted. This was seconded by Mr. Barrett and passed unanimously.

The staff agreed that the form should be submitted in triplicate to the regional office and that all three copies then be forwarded to the Bureau. When approved, the Bureau will return one copy to the school and one copy to the regional supervisor. The original copy stays in the Bureau file.

Mr. Walker moved that the permit form be submitted by November 1. This was seconded by Mr. Maynard and passed unanimously. Mr. Walker also moved that we defer consideration on the giving of permits in fields other than farm mechanics to the November meeting. There were no objections and it was so ordered by the chairman.

A general agreement was reached that we would use the new form for all new applicants for permits in agricultural mechanics this fall.

Dr. Juergenson requested that we give consideration to the setting up of "special courses" for new teachers. The idea is to be assigned to the Teacher Training Committee for further study.

VEA 1966-1967
Second Go-Around

November 14 is the deadline for submitting project applications to the regional offices. The applications are due in the Sacramento office December 5. The VEA review team will meet January 4, 5, and 6. The week of January 9 -13 is to be set aside for staff approval. The State Board will give its consideration January 23. Funding letters are to go out on January 24.

Top priority will be given to all projects for those students with special needs. These should be budgeted under 3.4, rather than 3.1. This is following the policy set by the State Board.

A very low priority will be given to construction projects (3.5). We should not encourage any more work study projects (3.7) as we are already \$800,000.00 over expended.

There will be at least as much money as last year. It could go to \$4,000,000.00 if all legislation is approved.

FFA National
Convention Trip

Mr. Ruth reported that the planning for the convention trip is in its final stages. The 3 pullman cars are full and there are a number of people on the waiting list. All other arrangements have been made.

He asked the staff to give consideration to, in future years, establishing a penalty fee for those people that fail to follow through during the week prior to the departure date. Discussion followed.

FFA Executive
Committee Meeting

The staff was informed that the State Association Executive Committee meeting would be held on Saturday, October 1, at Cal Poly. The proposed agenda was reviewed and suggestions for additional items were solicited from the group.

Co-op Quiz

The staff reviewed the policy on whether or not to include girl vo-ag students' scores when computing the local chapter average. After a brief discussion, the decision was made to include them. They also decided that no general policy statement was necessary.

Staff Members
Judging At Fairs

Mr. Wilson clarified the policy concerning staff members serving as judges at fairs and shows within their own regions. The Division of Fairs and Expositions is in agreement. Those interested in judging should let the fair managers know of the policy clarification.

Regional Holstein
Breeder Award

Regional Supervisors were requested to get their applications in as soon as possible. The State Farmer list should be referred to first. The student must have a purebred herd. Mail the applications to Leland H. Ruth, Sacramento Office.

Bureau Staff
Itinerary

Mr. Wilson announced that the staff itineraries must come into the Bureau office before the Monday that you go into the field.

Insurance for
Regional and
State FFA Officers

Mr. LaSalle asked for a policy clarification on travel of FFA officers. After a brief discussion, it was decided more information was needed. Mr. Ruth was assigned to work with Mr. Barrett to gather material. This item should go on the November agenda.

Bureau Illnes Fund

Mr. Graf announced that the fund was broke. The staff agreed to contribute \$5.00 each.

Program of Work

Mr. Wilson reviewed the Program of Work and suggested that special attention be given to our various assignments.

Committee
Assignments

Mr. Wilson reviewed the committee assignments and listed expansion of committees. He called attention to new and temporary committees and the relative assignments.

Mr. Cutler asked for a clarification of the New Program Committee's duties. After some discussion, Mr. Cutler was asked to review all back minutes and be prepared to report at the November staff meeting. Who shall be responsible for reviewing new materials is a question all staff should be prepared to discuss.

California
Equipment Dealers
& Manufacturers

Mr. Wilson and Mr. Graf met with these people to determine how they could be of help in our educational program. They are interested in helping and we should make use of them. They asked us to identify schools which would be willing to cooperate and go into a work-experience program.

We will make a list available to their association and they will in turn go to those areas that indicate interest and check with their dealers to find out whether they are willing to cooperate.

B-3 Report
Non-Reimbursed
Classes

Mr. Wilson asked that the supervisors do what they can to get the information requested on the B-3 form and to send it in. The supervisors were asked to be careful on the breakdown. There are some programs that are not being reported.

List of substitute
Teachers who
Could be Available

Larry Banks - Modesto
J. Hiles Booth - Santa Maria
Al Cleveland - Sherman Oaks
Herman Diekman - Lodi
Bob Gallion - Novato
Ray Gieberger - Santa Barbara
Paul Grace - Leisure World - Laguna Hills
Harold Hillman - Redding
Irv Kettlesun - Santa Rosa
Bill Norton - Petaluma
Wayne Sawyer - Esparto area only
Dan Simpson - Rio Vista
Lloyd Swerengen - Yuba City
Neldon Taylor - Redding

The staff was requested to send in additional names as they hear of them. The Sacramento office will maintain a current file of available substitutes.

Landscape
Maintenance
Curriculum Guide

A Landscape Maintenance Curriculum Guide is in the planning stages. On November 14, the Advisory Committee will meet to review it. There are special funds for consultants to assist in developing curriculum.

JC Project On
Occupational
Training For Jr.
College
Instructors

This project is to provide junior college agricultural teachers with on-the-job occupational training in Landscape Maintenance, Agricultural Sales, Inspection, or Agricultural Mechanics. The deadline for project submission is November 1. There must be 15 participants to carry out this program.

Cal Poly
Specialist
Program

The budget request for Ornamental Horticulture Specialist is in process and will be approved. It will probably be available at the first of next semester.

The staff was asked to give thought to specific areas of instruction in various regions and to bring them to the next staff meeting.

November Program
On Junior College

A discussion on how to better articulate junior college and high school programs will be conducted.

Adjournment

The meeting was adjourned at 4:45 on Thursday, September 29.

Respectfully Submitted

Leland H. Ruth

ATTACHMENT A

SUMMARY OF AGRICULTURE COURSES DESIGNATED IN CATALOG COURSE DESCRIPTION AS TRANSFER OR TERMINAL

COLLEGE	VEA PROJECTS	TOTAL COURSES	NUMBER TRANSFER	NUMBER TERMINAL
1. American River	x	10		10
2. Bakersfield	x	33	17	16
3. Coalinga	x	18	17	1
4. College of the Desert	x	24	22	2
5. Fullerton		27	22	5
6. Hartnell	x	39	22	17
7. Imperial	x	20	20	
8. Lassen	x	13	13	
Forestry		16	1	15
9. Los Angeles Pierce	x	81	81	31
10. Merced		33	33	
11. Merritt	x	9	9	
12. Modesto	x	74	9	65
13. Mt. San Antonio	x	54 (46 Dual System)	46	54
14. Orange Coast	x	35	35	
15. Palo Verde	x	9	4	5
16. Porterville		9	7	2
17. College of the Redwoods		11		11
Forestry		11	4	7
18. Reedley	x	40	37	3
19. San Bernardino Valley	x	14	13	1
20. San Diego Mesa	x	14	9	5
21. City College of San Francisco		23		23
22. San Joaquin Delta	x	43		43
23. San Mateo	x	11		11
24. College of the Sequoias		37	5	32
25. Shasta	x	16	16	
26. Sierra	x	22	19	3
Forestry	x	15	13	2
27. College of the Siskiyous (Forestry)		4	4	
28. Ventura	x	14	14	
29. Yuba		15		15
TOTALS		794	492	348

433

407

ATTACHMENT B

RANDOM SAMPLE OF JUNIOR COLLEGE AGRICULTURE CURRICULA COMPARISONS
AS REQUESTED AT THE 1966 CATA SUMMER CONFERENCE

COLLEGE	A	B	C	F	H	I	O	P	R	S	Y
Agri-Business	+		X		+	+	X	+	+	+	+
Ag. Econ.	+									+	
Ag. Industry	+				+	+					+
Ag. Sales	+		X				X	+	+	+	+
Intro. to Ag-Bus.	+		X		+	+	X	+	+		
Ag. Marketing	+							+	+	+	
Ag. Math	+		X				X	+	+	+	+
Truck Crops						+					
Ag. Mech.			X			+			+		
Records			X					+	+	+	+
Feeds & Feeding			X					+			
Soils & Fert.								+	+	+	
Farm Tractors			X					+			
Entomology								+		+	
Farm Mgmt.										+	
Irrigation										+	
Weeds										+	
Fertilizers										+	
Typing											+
Intro. to A.H.			X								
Beef			X								
Marketing							X				
Farm Mech.	+		X		+	+	X	+	+	+	+
Farm Mech.	+		X			+	X	+	+	+	+
Farm Tractors	+				+	+	X	+	+	+	+
Farm Mach.	+				+	+	X	+		+	+
Farm Structures					+			+		+	
Projects										+	
Welding	+				+	+				+	+
Farm Acc.									+	+	+
An. Hus.			X								
Farm Power			X			+	X				
Farm Elect											
Surveying	+					+					
Irrigation	+		X			+					
Bldg. & Equip.											
Records											
Intro. to Ag-Bus.	+					+					
Drawing						+					
Soils	+		X		+						
Truck Crops					+						
Ag. Math	+										
Ag. Sci.	+										
Sales	+										
Ag. Mech.	+										
Weeds	+										
Pest Control	+										
Citrus								+	+	+	
Viticulture			X						+	+	

COLLEGE	A	B	C	F	H	I	O	P	R	S	Y
Farm Mech. - continued											
Sales											
Records											
Farm Mgmt.							X			+	
Plant Science	+		X	+	+	+	X	+	+	+	+
Ag. Math	+									+	
Ag. Sci.	+			+							
Ag. Mech.	+		X	+		+				+	
Soils	+		X	+	+	+	X	+	+	+	+
Irrigation	+					+				+	
Plant Diseases	+			+			X		+		
Weeds	+					+				+	
Tractors	+				+		X				
Intro. to Ag-Bus.	+			+		+			+		+
Pest Control	+			+		+			+	+	
Intro. to Agro.			X			+		+			
Fertilizers				+		+		+		+	
Veg. Crops				+	+	+	X	+			
Forage Crops			X	+		+	X	+			
Field Crops			X	+	+	+	X				+
Pec. Fruit							X		+		
Ag. Lab				+				+	+		+
Welding						+					
Carpentry						+					
Machine Shop						+					
Nursery Prac.											
Farm Mach.					+	+	X			+	
Farm Power						+	X				
Surveying			X				X				
Ornamental Horticulture	+	+		+	+		X	+	+		
Soils	+				+			+	+		
Landscape Princ.	+				+			+	+		
Plant I. D.		+		+	+		X	+	+		
Nursery Prac.	+	+		+	+		X	+	+		
L. S. Constr.								+	+		
Plant Prop.	+	+		+			X		+		
Ecology					+				+		
Turf Man.				+			X	+	+		
Entomology	+			+				+	+		
Native Pl.								+			
Floriculture		+					X	+			
Botany	+			+							
Land. Main.		+		+							
Weeds				+							
Sales				+							
Pl. Disease				+			X				
Fert.				+							
Tractors	+						X				
Farm Mech.							X				
Farm Power							X				

GRADUATION REQUIREMENTS IN CALIFORNIA JUNIOR COLLEGES PROVIDING AGRICULTURE. THIS TABLE DOES NOT INCLUDE 20 UNITS IN THE MAJOR OR REQUIRED ORIENTATION CLASSES. IT SHOULD BE NOTED THAT SOME JUNIOR COLLEGES ADVISE THAT CERTAIN DEPARTMENTMENTS MAY HAVE FURTHER RECOMMENDATIONS.

ATTACHMENT C

	Out-of-Major Field	Physical Education	Health	Political Science	History	Communications	Psychology	Math	Science	Art & Humanities	Social Science	Residence Requirements	TOTAL
1		2	2	3	6	6						15	19
2		2	2	3	3	6	3	3*				12	22
3		2	2	3	3	3	3					15	13
4		2	2		3	6	3	3	6	2		15	27
5		2	2		3	6				6	3	20	22
6		2	2	3	3	6		3*	3		3	15	25
7		2	3	3	3	6		3*				12	20
8		2	2	2	2	6						12	14
9		2	2	3	3	6						15	19
10		2	2	3	3	6		3*				15	15
11		2	2	3	3	6	2	3*				8	15
12		2	2	3	3	6		3*				15	19
13		2	2	3	3	6						12	16
14		2	2	3	3	6						15	28
15	12	2	2	3	3	6						15	19
16		2	2	2	2	6			6			12	14
17		2	2	3	3	6						12	16
18		2	2	3	3	6		3*				12	19
19		2	2	3	3	6					3	15	19
20		2	2	3	3	6						12	14
21		2	2	3	3	6						12	40
22		2	2	3	3	6						12	31
23		2	2	3	3	6	3*					12	41
24	6	2	2	2	2	6						12	16
25		2	2	2	2	6						12	11
26		2	2	3	3	6						12	22
27		2	3	2	2	6	3	1½*	3			12	20½
28		2	2	3	3	6			6			15	29
29		2	2	2	2	6			3			12	20
		2	3	3	3	6			3			12	16
		2	2	2	2	6						12	15
		2	2	3	3	6						12	16
		2	2	3	3	6						12	16

*If Entrance Test Shows a Need

A. State requirements for A.A. Degree (13* units other than major of 20 units)

1. 60 total units

- 3 units of Constitution and American History
- 2 Units of Hygiene
- 2 Units of Physical Education
- 6* units of English as established by the local district
(6 is most common)

B. Summary of 29 junior colleges' graduation requirements (these all have an agricultural program)

Graduation Requirements (Semester Units)	Number of Junior Colleges
11 - 19	16
20 - 24	6
25 - 29	4
30 - 39	1
40 and over	2

SUGGESTED GUIDELINES TO CONSIDER WHEN EVALUATING THE
NEED TO ESTABLISH A VO-AG. DEPARTMENT IN A JUNIOR COLLEGE

A. GENERAL CONSIDERATIONS

The President's Panel recently reported that "Of every 10 pupils now in elementary school, three will not graduate from high school; three will graduate and go to work; four will continue with their education. Of the four only two will finish 4 years of college-----8 out of 10 students now in the elementary school will not graduate from college."

Dr. Chester Swanson, Chairman of the President's Panel recently stated "Only 15 of every 100 students who start school go on to win a 4-year college diploma. Yet virtually all teaching aims at the academic needs of this minority."

The two statements above clearly point out the immediate need to strongly emphasize occupational training in the junior college. Vocational programs must be developed:

1. To provide job entry training for the 30% that do not graduate from high school.
2. To provide occupational training and re-training for the 30% that are high school graduates to enhance their future occupational advancement.
3. To provide occupational training for the 20% that will not complete the bachelor degree program.

To adequately accomplish this tremendous task, several levels of quality vocational education need to be utilized.

1. An A. A. Degree Program.
2. A Technical Certificate Program.
3. A Vocational Certificate Program.
4. A Less Than Certificate Program.

Although the college transfer program will be an integral part of a successful junior college agriculture program, the major emphasis must be placed upon the vocational programs in order to meet the needs of the majority of students that are or should be enrolled.

B. VOCATIONAL AGRICULTURE TRENDS IN CALIFORNIA

Presently 100 staff members are conducting agriculture programs in 32 of the 77 California junior colleges. These are distributed rather uniformly throughout the state. Junior college districts with a limited potential of agriculture students should consider utilizing nearby junior college agriculture departments to provide this training.

Those junior college districts that identify the need for developing a vocational agriculture program should plan on an eventual minimum staff of three instructors to provide several occupational curriculums.

It would not be economically advisable for every junior college in the state to develop an extensive agriculture program. Those junior colleges with present and future needs of an agriculture program should develop the program with the following considerations:

1. 90% or more of the students will be employed in non-productive agriculture jobs.
2. 35% of all people presently employed are in related agriculture jobs.
3. The greatest job opportunities are in the following field (not in order)
 - a. Agriculture Inspection
 - b. Landscape Maintenance (city, county, state, private)
 - c. Agriculture Sales
 - d. Agriculture Services
 - 1.) Farm Machinery Repair
 - 2.) Food Processing
 - e. Vocational Forestry (in certain areas)

C. INITIAL STEPS IN DEVELOPING THE VOCATIONAL AGRICULTURE PROGRAM

1. Support evidenced by the administration and the agriculture advisory committee.
2. A determination should be made as to which curriculums to develop
 - a.) The curriculums should parallel the job opportunities as well as meeting the local agriculture needs
3. Selection of initial staff members.
 - a.) With the vast reservoir of junior college instructors, it would be advisable for the head of a new junior college agriculture department to be one with junior college experience.
 - b.) Supportive staff could consist of outstanding high school agriculture instructors that meet the credential requirements.
 - c.) Both the junior college agriculture education consultant and the regional supervisor for the Bureau of Agriculture Education can assist in locating qualified staff members.
4. The staff should then develop those curriculums previously selected and recommend courses needed to adequately conduct the program.