

COM Plan of Work 2003 – 2004

2003-2004 Annual Work Plan
September 1, 2003 - August 31, 2004

Chair: Princess Gordon-Patton

Submission Contact (name and email): Carla Craycraft, (carla.craycraft@uky.edu)

Develop and post a description of the roles and guidelines of the committee including roles of the officers and representatives and operational guidelines.

Responsibility: Princess Patton, Gloria Mosby and Carla Craycraft

Goal Date: February 2004

Completion Date:

Convene quarterly conference call to discuss business of the committee.

Responsibility: Princess Patton

Goal Date: Quarterly

Completion Date: August 2004

Update the e-mail addresses and phone numbers of committee members for the SR-PLN webmaster.

Responsibility: Princess Patton

Goal Date: At annual meeting (August 2003)

Completion Date: August 26, 2003

Complete the split of the CIT committee; elect new officers, elect PLC members.

Responsibility: Princess Patton

Goal Date: November 2003

Completion Date: November 2003

Complete revision of the POW reflecting split of the CIT Committee

Responsibility: Carla Craycraft

Goal Date: February 2004

Completion Date: December 2003

Complete the revision of the list of core competencies reflecting the split of the CIT committee.

Responsibility: Tom Knecht
Goal Date: December 2003
Completion Date: December 2003

Produce a CECP module on writing and production of effective newsletters.

Responsibility: Ashley Wood
Goal Date: August 2004
Completion Date: May 2004

Produce a CECP module on marketing Your Extension Programs.

Responsibility: Ellen Ritter, Carol Whaley and Carla Craycraft
Goal Date: August 2004
Completion Date:

Work with the Southern Region Extension Video Producers group to identify potential CECP modules to be developed by SREVP members.

Responsibility: Carla Craycraft
Goal Date: June 2004
Completion Date: May 2004

Work with Radio Source members to identify potential CECP modules to be written by members of Radio Source.

Responsibility: Ashley Wood
Goal Date: June 2004
Completion Date:

Develop a work plan for marketing CECP throughout the Southern Region for state faculty and staff.

Responsibility: Ellen Ritter and Frankie Gould
Goal Date: August 2004
Completion Date:

Develop a work plan for marketing CECP throughout the Southern Region for county staff.

Responsibility: Ellen Ritter and Frankie Gould
Goal Date: August 2004
Completion Date: