



**New Committee Officers and Key Contacts
 September 1, 2010 – August 31, 2011**

Committee Name	Information Technology	Submission Contact Name:	Karen W. Craig
Chair	Steven Garner	Submission Contact E-mail	craig@tuskegee.edu
Vice-Chair	Terrence Wolfork	Submission Contact Phone	(334) 724-4856
Secretary	Sam Boyster	Date of Submission	August 26, 2010
PLC Representative 1862	Jim Segers	PLC Representative 1890	Lalit Rainey
1862 Advisor	Jimmy Henning	1890 Advisor	

**Annual Plan of Work
 September 1, 2010 – August 31, 2011**

Item to Accomplish	Responsibility (Names of people assigned to item)	Key Contact (Person who will serve as a key contact for item)	Goal Date (Anticipated completion date)	Completion Date (to be filled in when completed)
Work with committee advisor to continue to identify PLN IT representatives from states which have not been represented recently and to encourage their participation. Participation would include conference calls, virtual meetings, etc.	All IT Committee Members	Sam Boyster	July 2011	
Continue communicating and promoting eXtension activities and eXtension professional development opportunities to our state constituents	All IT Committee Members	Individual Efforts	July 2011	

Item to Accomplish	Responsibility (Names of people assigned to item)	Key Contact (Person who will serve as a key contact for item)	Goal Date (Anticipated completion date)	Completion Date (to be filled in when completed)
Compare Plan of Work items with 4-H Youth Development and Community Development committees to determine potential next steps.	All IT Committee Members	Steve Garner	July 2011	
Partner with eXtension to develop basic webinar trainings. (Hardware, Techniques, Applications, etc.)	All IT Committee Members	Jonell Hinsey	July 2011	
Establish and promote better working (more dialogue) relationship between IT staff and other Extension personnel.	All IT Committee Members	Lalit Rainey	July 2011	
Best Practices and Processes for Americans with Disabilities Act compliance; including a training module	All IT Committee Members	Chris Adcock	July 2011	
Investigate effective ways to measure metrics for institutional electronic presence and program delivery	All IT Committee Members	Steve Garner	July 2011	

Quarterly Conference Call Schedule: (Dates/Times – Please indicate time zone)

All calls will be at 10AM Central time/11AM Eastern time, the second Thursday of the month.

October 14th, 2010
February 10th, 2011

April 14th, 2011
July 14th, 2011