



2010 Joint Meeting

August 23-27, 2010 - Memphis, Tennessee

Committee Chair Events & Deadlines at a Glance

Monday, August 23:

- 1:30 – Urban Task Force Pre-Conference Roundtable – Each committee is asked to send at least one representative.
- 3:30 Program Leadership Committee (PLC) meeting – All current PLC Representatives, Chairs and Vice-Chairs are asked to attend.
- 5:00 Newcomer Orientation – All Chairs and Vice-Chairs are encouraged to participate to welcome newcomers to their respective committees.

Tuesday, August 24:

- 10:15 – Committees meet with Administrative Advisors – discuss responses to the keynote presentation and prepare the *PLN Committee Keynote Response Document* in response.
- 1:30 – Committees meet with Administrative Advisors

Wednesday, August 25:

- 8:00 – Committees meet without Administrative Advisors
- 1:30 - Cross Committee Work – Each committee will meet with one or more other committees according to the chart below.
- 3:30 – Committees meet with Administrative Advisors – discuss ways to incorporate cross committee actions into the 2010-2011 Plan of Work.
- 3:00 - *Information & Action Items* (PowerPoint) emailed to plnconference@gmail.com.

Thursday, August 26:

- 6:45 a.m. – PLC Meeting – Current *and new* PLC Representatives asked to attend.
- Noon - Updated *membership list*, return hard copy to registration desk OR email Word document to plnconference@gmail.com. Send subsequent updates throughout the year to Rachel Welborn, rachelw@srdc.msstate.edu.
- Noon - *2010-11 Plan of Work* including a list of *newly elected* officers and PLC representatives emailed to plnconference@gmail.com.
- Noon - Updated *2009-10 Plan of Work* emailed to plnconference@gmail.com.
- Noon - Committee *Accomplishment Reports* completed on Wiki (http://collaborate.extension.org/wiki/Southern_Region_Program_Leaders_Network).
- Noon – Committee responses to keynote presentation due – Email the *PLN Committee Keynote Response Document* to plnconference@gmail.com.

Questions?

Contact SRDC at 662-325-3207

or email Rachel Welborn

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