

**Middle Managers
Plan of Work
2007-2008
Updated: August, 2008**

<p>Chair during Plan Year: William A. (Tony) Roberts Contact: tonyrob@uga.edu</p>	<p>2007-2008 Annual Work Plan September 1, 2007 -- August 31, 2008</p>
<p>Submit Annual Plan of Work</p> <p>Responsibility: Tony Roberts Goal Date: October Completion Date: October 15 and August 28, 2008</p>	
<p>Update MM Listserv</p> <p>Responsibility: Tony Roberts/Kathy Ibendahl Goal Date: September Completion Date: September 2007</p>	
<p>Appoint Joint Committee (PSD/MM) to Formulate Succession Training Agenda</p> <p>Responsibility: Tony Roberts/PSD Program Chair/Committee members Goal Date: November Completion Date: July 2008</p>	
<p>Complete Mutual Agenda (Southern MM and North Central MM) for Galaxy in 2008</p> <p>Responsibility: Joe Schaefer/Officers Goal Date: April 2008 Completion Date: August 2008</p>	
<p>Appoint Urban Task Force</p> <p>Responsibility: Joe Schaefer/Tony Roberts/Officers Goal Date: January Completion Date: April 2008</p>	
<p>Prepare Generic/Composite MM Position Description</p> <p>Responsibility: Tony Roberts/PSD-MM Committee Goal Date: December Completion Date: Continued into 2008-09</p>	
<p>Plan 08 Urban Pre-Conference Meeting/Tour</p> <p>Responsibility: MM Urban Pre-Conference Committee Goal Date: Annually Completion Date: July/August</p>	

Conduct Quarterly/Bi-monthly Conference Calls**Responsibility:** Tony Roberts/Officers**Goal Date:** Quarterly**Completion Date:** August 2008**Conduct 08 MM Committee Meeting****Responsibility:** Tony Roberts/Officers/Committee**Goal Date:** August 2008**Completion Date:** August 2008**Forward Minutes to SRDC Office****Responsibility:** Barbara Board/Officers**Goal Date:** October**Completion Date:** November 2007