



Committee Officers and Key Contacts September 1, 2009 – August 31, 2010

Committee Name	Middle Management	Submission Contact Name:	Joe Schaefer
Chair	Joe Schaefer	Submission Contact E-mail	natres@ufl.edu
Vice-Chair	Connie Heiskell	Submission Contact Phone	561-248-4427
Secretary	Greg Price	Date of Submission	8/27/09
PLC Representative 1862	Ray Rice	PLC Representative 1890	Jewel Hairston
1862 Advisor	Tim Cross	1890 Advisor	Celvia Stovall

Annual Plan of Work September 1, 2009 – August 31, 2010

Cross Committee Issue Addressed, if applicable*	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 (fill in when completed)
	Submit Updates to 2008-09 Plan of Work	Joe Schaefer	Joe Schaefer	August 27, 2009	August 27, 2009
	Submit 2009-10 Plan of Work	Joe Schaefer	Joe Schaefer	August 27, 2009	August 27, 2009
	Update MM list-serve and include reps from all Southern Region institutions	Joe Schaefer	Joe Schaefer	September 15, 2009	
	Work with national Extension associations to get a MM meeting on agenda	Ken Lewis (NACAA), Claude Bess (4-H), Alberta James (FCS)	Joe Schaefer	January 1, 2010	

*Cross Committee Issues:

INTERNAL: 1. Human Capital, 2. Organizational Relevance, 3. Physical Resources, 4. Technology

EXTERNAL: 5. Wholesome & Safe Food Supply, 6. Benchmarking Impacts, 7. Energy, 8. Health Education, 9. Leadership Development, 10. Natural Resource Base

Cross Committee Issue Addressed, if applicable*	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 (fill in when completed)
	Conduct Quarterly/Bi-monthly Conference Calls	Joe Schaefer	Joe Schaefer		
	Conduct 2010 MM Committee Meeting	Joe Schaefer	Joe Schaefer	August, 2010	
	Forward Minutes to SRDC Office	Connie Heiskell	Connie Heiskell	September 15, 2009	
	Appoint planning committee for bi-annual MM Conference	Joe Schaefer	Joe Schaefer	February, 2010	
	Plan and implement Urban In-service 2010 for pre-PLN Conference	Charlie Vavrina and Steve Mullins	Charlie Vavrina and Steve Mullins		
	Contact NCS to determine status of MM Conf. account, request an annual report of account and availability of these funds	Joe Schaefer	Joe Schaefer	September, 2009	
Human Capital	Work with PSD to establish a clearing house of resources across state lines for training modules	Joe Schaefer	Joe Schaefer	February, 2010	
Human Capital	Serve on Joint Committee (PSD & MM) to further develop components of a manager training plan	Joe Schaefer, Tony Tyson, Barbara Board, Alberta James, Claude Bess	Joe Schaefer, Tony Tyson, Barbara Board, Alberta James, Claude Bess	December 1, 2009	
Organizational Relevance	Encourage state Extension directors/administrators to emphasize the importance of creating and maintaining effective advisory systems	All	All	October, 2009	
Technology	Establish a site on eXtension for MM use	Connie Heiskell	Connie Heiskell	October, 2009	

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