



New Committee Officers and Key Contacts
September 1, 2010 – August 31, 2011
(See submission instructions at end of document)

Committee Name	Middle Management	Submission Contact Name:	Connie Heiskell
Chair	Connie Heiskell	Submission Contact E-mail	cheiskell@utk.edu
Vice-Chair	Greg Price	Submission Contact Phone	731-425-4729
Secretary	Shelvy Campbell	Date of Submission	Aug. 26, 2010
PLC Representative 1862	Martha Sartor	PLC Representative 1890	Jewel Hairston
1862 Advisor	Tim Cross	1890 Advisor	Celvia Stovall

Annual Plan of Work
September 1, 2011 – August 31, 2012

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)
Submit 2010-11 Plan of Work	Connie Heiskell	Connie Heiskell	August 25, 2010	
Continue to update information on staffing models	Joe Schaefer	Joe Schaefer	All year	
Post resources on PLN/MM website	Connie Heiskell	Connie Heiskell	All year	
Work with PSD and Communications Committee on Impact reporting	Bobby Fletcher Sharon Reynolds	Sharon Reynolds	November, 2010 Ongoing	

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)
Middle Management Conference	Joe Schaefer, Connie Heiskell, Claude Bess, Shelvy Campbell, Louise, Greg Price, Darrell Dromgoole	Greg Price	April 5-8, 2011	
Urban PLN Pre-Conference	Charlie Vavrina	Charlie Vavrina	August, 2011	
Contact NCS to determine status of MM Conf. account, request a report of account and availability of these funds	Connie Heiskell	Connie Heiskell	April 2011	
Quarterly conference calls/meetings	Connie Heiskell	Connie Heiskell	Dec,2010;Feb,2011; June2011;July 2011	
Urban task force meetings and trainings	Charlie Vavrina Joan Jacobson	Charlie Vavrina	All year	
MM representation at the NC Region Urban Conference	Joan Jacobson	Greg Price	May, 2011	
Work with national Extension associations to get a MM meeting on agenda	Ken Lewis (NACAA), Claude Bess (4-H), Alberta James (FCS)		January 1, 2010	On-going
Forward Minutes to SRDC Office	Greg Price	Greg Price	September 15, 2009	December 3, 2009

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

These will be CENTRA meetings

October 5, 2010

December 2, 2010

February 9, 2011

No meeting due to Biannual Middle Managers Meeting

June 8, 2011

July 13, 2011