

PLC Conference Call
April 9, 2009
Minutes

Program Leadership Committee Members in Attendance:

ANR	Joan Dusky	
COM	Debbie Archer	
CD	Jenny Fertig	Joe Sumner
FCS	Shirley Hastings	
4-HYD	Kellye Rembert	Dorothy Wilson
IT	Lalit Rainey	Nina Boston
MM	Ellen Smoak	Ray Rice
PSD	Mitch Owen	
Association Rep	Gaines Smith (ASRED)	
Admin Advisor	Ivory Lyles (ASRED)	Gina Eubanks (AEA)

Ex-officio

ASRED	Ron Brown
SRDC	Alan Barefield
	Vicki Vaughn
	Rachel Welborn

Welcome and Roll Call

February minutes were approved as written.

Update from AEA – No AEA report was provided.

Update from ASRED - Brown, Lyles, and Smith

- Next week ASRED will have its joint meeting with the Experiment Directors
- ASRED has submitted comments to the National Telecommunications Information Agency and the Rural Utilities Service on a new broadband initiative. Several people have been instrumental in helping with this potential new direction.
- ASRED has been preparing comments on the Extension IPM program. Funds have been distributed. The Southern Region likely received less funds this year than last year.
- ASRED is preparing comments on six questions posted in the Federal Register by USDA/REE concerning establishment of the REEO Division, which is to include six offices.
- There may be ARRA recovery funds available for Extension through REE for educational programming.
- ECOP has begun working on staffing transitions in which the national staff reduces by one, with each of the regional Extension Directors taking on a 25% national role.
- Several other personnel changes were also noted, including:
 - Dr. McCann (Virginia Tech) has taken a faculty role and Dr. Arrington (Florida) has been named Interim Executive Vice-President
 - Ivory Lyles - Appointed to serve on the ECOP Legislative and Budget Committee
 - Gaines Smith – Appointed to the National 4-H Council appointment representing ASRED

- Jim Trapp – Appointed as Administrative Advisor for ANR to replace Dr. McCann
- Tim Cross – Appointed as Administrative Advisor for Middle Management to replace Dr. Arrington
- Proposals for the Specialty Crops Research Initiative RFP are due April 15. eXtension proposals are accepted as one avenue for this opportunity. These will be reviewed by the eXtension review panel, which may increase the likelihood of funding since the reviewers will be more familiar with the work being described.
- Gaines Smith – Work is beginning on the 2010 Federal Budget. This will be the new administration's first budget. We will be watching that progress.
- Gaines Smith – Dr. Brown has been working with Deborah Sheeley to get more Extension representation on review panels. It is a good opportunity for Extension faculty to learn about the expectations of the grants.

[PLN Structuring Report and 2008 Accomplishment Report for Directors and Administrators](#) – Alan Barefield reported that both the PLN Structuring Report and the 2008 PLN Accomplishment Report have gone to Dr. Lyons and Dr. Brown for distribution to AEA and ASRED respectively. Dr. Brown reported that both of these reports would be on the agenda for ASRED's meeting next week.

Update on [PLN Conference](#)

- [Registration is open](#)
 - Attendance concerns were discussed. Mitch Owen mentioned the value of PLN as reported in the studies completed this year. These studies may be good tools to demonstrate the value of PLN to administrators and directors.
- [Agenda](#)
 - All members of PLC are asked to assist in reviewing the agenda for errors. Please note any changes to Alan Barefield as soon as possible.
 - [2009 New Member Orientation](#) – The PowerPoint used last year has been updated and posted to the web. Please review and offer suggestions to Mitch Owen on content.
 - Greeters: Alan Barefield talked to Millie Ferrer about providing a welcome for the conference. She said she would be willing to do so, if available, and would provide someone in her place if unavailable. Sandra Thompson was to check with Ray Mobley to see if he would also greet. Joan Dusky will follow up.
 - The lunch speaker planned previously was cancelled due to cost. However, after some discussion, interest surfaced in having Dr. Lyles speak about the summit he is coordinating (Managing in Tough Times). Gina Eubanks added that committees should be asked to give feedback to the presentation to engage them in the discussion.
 - [Report out PowerPoints](#) (following Lyons/Brown talk) – The committee was asked to review these and submit any changes to Mitch within two weeks. The person giving the charge to the committees needs to make it clear that this is a committee response not a state response.
 - Issue identification process & cross-committee work. Mitch will draft some potential questions for PLC's review. These guided questions will be used to identify the overarching issues for PLN work before the June PLC call.
 - Committees need to note when the Administrative Advisors will be with the committees and save state reports for another time. Use Administrative Advisor's

time on planning and decision-making, not merely reporting. Alan suggested to generate some guidelines for committee agendas and send out now so committees can begin preparing.

- Information and Action Items “pre-work” – This year’s Action and Information Item Templates are posted to the PLN website.
 - [Information Items template](#) and [examples PowerPoints](#)
 - [Action Items template](#) and [examples PowerPoints](#)
- [Committee Chairs/Vice-Chair/Secretary Training](#) – Nelson Daniels will be responsible for this. Nina will assist since she did the training last year. Last year’s training archive is on the PLN website
- 2009 Reports -
 - 2009 Accomplishment Report will be set up on the Wiki again this year like last year’s ([2008 Wiki for review](#))
 - 2009 State Reports
 - Each committee needs to decide if they want to use the Wiki for state reports or not. Rhonda needs at least two weeks to set up the sites. Committee representatives need to get with their chairs and find out about the use of the Wiki by the end of May and report to Nina.
 - If a committee wants to use the Wiki, they will also need to submit the questions they want answered.
- Conference materials – Going green
 - Nametags and agendas will be printed
 - Participation lists will not be printed. Committees need to print and pass around a list for updates.
 - All forms will be on-line on committee pages by June:
 - 2009-10 Plan of Work Template
 - 2009-10 Action & Info Item Templates

[SEAL Conference](#) – Mitch noted that the SEAL Conference registration information was now available.

Logic Models: Subject committees reported on progress toward the completion of the logic models. These will be posted to the PLN website before the conference.