



New Committee Officers and Key Contacts
September 1, 2024 – August 31, 2025
(See submission instructions at end of document)

Committee Name	Program and Staff Development	Submission Contact Name:	Tearney Woodruff
Chair	Tearney Woodruff	Submission Contact E-mail	Tearney.woodruff@ag.tamu.edu
Vice-Chair	Cynthia Pierfax	Submission Contact Phone	979.479.5179
Secretary	Jeantyl Norze	Date of Submission	August 21, 2024
PLC Representative 1862	Lola Adedokun	PLC Representative 1890	Cynthia Pierfax
1862 Advisor	Rick Avery	1890 Advisor	Obadiah Njue

Annual Plan of Work
September 1, 2024 – August 31, 2025

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)
Host a virtual summer school in collaboration with NAEPSDP with the topic to be determined via needs assessment. Continue promotion efforts through committee and organization leadership.	Julie Robinson, Armenta Lockhart, Cheryl Newberry	Matt Benge	August 2025	August 2025
Host a Leadership Lunch and Learn webinar series.	Dave Herpy, Kristi Carpenter, Brandi Berven, Steve Siegelin, Eleanor Baker, Cheryl Newberry, Bethany Cleveland	Julie Robinson	August 2025	August 2025

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)
Promote Resource Database and partner with NAEPSDP.	Cheryl Newberry	Matt Benge & Tia Gregory	August 2025	August 2025
Host a monthly Extension reporting system showcase.	Meredith Weinstein, Sarah Baughman, Tia Gregory, Karen Franck, Jeantyl Norze, Lola Adedokun	Meggan Franks & Brian Faries	August 2025	August 2025
Update inventory of reporting through the southern region.	Nesma Osman, Karen Franck, Sarah Baughman, Meggan Franks, Brian Faries, Lola Adedokun, Jeantyl Norze, Lola Adedokun	Meredith Weinstein & Tia Gregory	August 2025	August 2025
Conduct an inventory of online resources for Extension program development.	Kisha Faulk, Matt Benge, Joan York, Diann Simmons, Armenta Lockhart, Cynthia Pierfax	Sarah Baughman	August 2025	August 2025
Conduct an inventory of online resources for Extension staff development.	Darryl Johnson, Brandi Berven, Armenta Lockhart	Bethany Cleveland & Steve Siegelin	August 2025	Ongoing
Craft guidelines and strategies for effective recruitment of targeted audiences for Extension positions.	Dave Herpy, Cindy Canfield, Brandi Berven, Steve Siegelin	Eleanor Baker & Bethany Eigel	August 2025	Ongoing

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

October 15 at 11am CT / 12pm ET

January 22 at 11am CT / 12pm ET

April 22 at 11am CT / 12pm ET

July 22 at 11am CT / 12pm ET

August in TBD

To add more lines, if needed: Place curser in last box of the last row. Hit “tab.” Another row should appear.

Submission instructions:

- Rename the document with your committee name initials (ANR, CRD, COM, FCS, 4H, ITS, MM, PSD, PLC) such as: ANRplanofwork.doc
- Email document to r.scammahorn@msstate.edu
- If you have problems, contact Roseanne Scammahorn at r.scammahorn@msstate.edu