

**Southern Region Program Leadership Committee Meeting  
July 20, 2017**

**Minutes**

Participants:

- ANR –no representatives
- COM – Elizabeth Gregory-North and ChaNae Bradley
- CRD - Dave Shideler
- FCS – Laura Stephenson
- 4-H Youth Dev –Pam Ardern
- IT –Rhonda Conlon
- MM –Lonnie Johnson
- PSD –no representation

AEA: No representation

ASRED: Ed Jones; Paul Brown

SRDC/MSU: Vicki Vaughn, Rachel Welborn, Chance McDavid

1. Elizabeth welcomed the members and led the roll call. The June minutes were accepted as presented.
2. Update from AEA – No representative
3. Update from ASRED - Ed Jones
  - Dr. L. Washington Lyons retired July 1 and a search is beginning for a new AEA Executive Director
  - Jim Trapp, Extension Director for OK State, is retiring at the end of this calendar year.
  - During the ECOP meeting, a decision was made to work on curriculum development for civil dialogue on race relations.
  - 4H is currently engaged in an active effort to reevaluate the policy on 4H name and emblem use on a national scale. The evaluation process will continue over about a six month period.
  - National 4H Council is restructuring the composition of its Board of Trustees to reduce the number of institutional members (Extension Directors/Administrators and State Program Leaders) to focus on the priority of raising funds to support 4-H.

4. Conference Planning – updates and confirmations

- Conference theme: **Engaging Communities: Worth Doing Together**
- Our priorities:
  - Promote multi-state cooperation
  - Anticipate emerging issues
  - Implement actions to address these issues
  - Promoting cross committee work
- Pre-Conference Session:
  - Jeannette Johnson, Organizational Development Officer  
Tarrant County, Texas  
General topic: Leadership development and succession planning  
Pam Ardern volunteered to introduce the speaker and facilitate the session. Jeannette’s bio and session description are on the website, but Elizabeth will also send Pam the presenter’s contact information so they can connect prior to the session.
- General session agenda:

**Opening General Session**

8:00 Introductions and Welcome –

Elizabeth will contact Doug Steele (TAMU) and Carolyn Williams (PVAMU) to ask them to either provide a welcome or select someone for that role for their respective universities.

8:15 Charge: Carolyn Williams, related to theme, keynote, and PLN

8:30 Keynote Presentation & Interaction

Paul Brown will introduce Rich Harwood.

10:00 Break

11:45 Lunch

- Keynote speaker: Rich Harwood, The Harwood Institute
  - Follow-up Questions: The CRD Committee volunteered to assist in helping other committees think through the questions that will be posed to the group following the Keynote. After some discussion, a small group was named to explore the options for bringing the questions into focus for the various committees. Elizabeth will set up a call with the group:

Laura, Paul, Dave, Elizabeth, and Rachel. Part of that discussion will be how to integrate CRD Committee's offer to assist other communities.

- Newcomer Orientation (Iris, ChaNae, Dave, Rich, Elizabeth) – Dave is working on the PowerPoint and plans to have it ready next week. In addition to hosting the newcomer session, the PowerPoint will get emailed to everyone in PLN as a refresher. The subcommittee will host a session at 5:30 to 6:00 as a welcome, but the PowerPoint will be sent to newcomers ahead of time. A suggestion was made to ask Directors/Administrators to encourage their new program leaders to attend the newcomer orientation. Ed will follow up with Ron and Carolyn. The Newcomer team will also follow up with a Q&A session after hours one evening.
- Program Committee Chair Training (Laura, Celeste, Elizabeth, Rachel) – A tentative date of August 3<sup>rd</sup> is set, but is contingent on the discussion on how best to integrate the discussion of Keynote questions noted above.
- Ignite Sessions (Rachel, Iris, Celeste, Tom, Rhonda) – With only three Ignite sessions selected, plans are to hold them all on the same day over lunch. This could be on Tuesday or Wednesday. Logistically, it would be better to have them on Tuesday as the AV would already be set up from the morning session. However, we are currently planning to have the AEA/ASRED awards on Wednesday lunch, which would also require a microphone set-up. Elizabeth will check with AEA (Carolyn) and Vicki will check with ASRED (Brown) to see if they are o.k. with having the awards on Tuesday lunch. If so, awards and Ignites will be moved to that day. If not, awards and Ignites will be on Wednesday lunch.

5. Future Joint Meeting Site Plans – Vicki Vaughn

- 2018: Orlando
- 2019: New Orleans

6. Other Details:

- Action and Accomplishment items will be submitted for review by the Directors and Administrators on Thursday morning (no Info Items). The Directors/Administrators will also be reviewing the 2017-18 Plans of Work once submitted. – This is pending approval from AEA (ASRED has already approved.) Elizabeth will check with Carolyn Williams.
- Remind committee chairs that committees are responsible for their own projectors and computers. Screens and electric carts will be provided.
- Committee night out is moved to Tuesday and State night out to Wednesday (This is reversed from previous years.)
- Evaluation tool: Elizabeth will reach out to Scott Cummings to see if he will manage the evaluation again.



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## 7. Program Committee Reports

- ANR –no representatives
- COM – Elizabeth Gregory-North and ChaNae Bradley – On yesterday’s call, the committee discussed core competencies in communications curriculum efforts. Materials are nearly complete and the group is finalizing the format.
- CRD –Dave Shideler – On the call last week, Brent Elrod (NIFA Program Leader) pointed the committee to the President’s Executive Order dated April 25, 2017 that outlines some direction for agriculture and rural areas.  
<https://www.whitehouse.gov/the-press-office/2017/04/25/presidential-executive-order-promoting-agriculture-and-rural-prosperity>. Additionally, the committee discussed ways to support the Keynote session at PLN.
- FCS – Laura Stephenson: Marketing FCS project is continuing and Elizabeth Gregory North will be assisting during the PLN meeting. The EFNEP conversation held last month was very helpful in looking at ways the program can continue to thrive in the future. Further discussions are continuing and Gina Eubanks will be leading a conversation at PLN. A multi-state CDC diabetes prevention grant has been submitted.
- 4-H Youth Dev –Pam Ardern: The committee had its call last week and are continuing to work on last year’s goals as well as plan for the upcoming PLN meeting in August.
- IT –Rhonda Conlon: The IT committee met last week. The most discussion on the call was around an effort to work with the EdTech Learning Network to help disseminate some of their materials to the region. The team will be working to connect with EdTech to look for those opportunities. They also worked on the plan for the August meeting.
- MM –Lonnie Johnson: Final call in preparation for the August meeting was held last week. Plans are to do some cross-committee work and meet with eXtension. The MM’s have distributed a new newsletter.
- PSD –no representation

## 8. Other Business

## 9. Adjourn

### REMINDER:

#### PLC Meetings during PLN:

- **Monday, August 21, 1:00** - followed by Executive Committee Meeting
- **Thursday, August 24, 7:00** – Breakfast line open at 6:30. Feel free to bring breakfast to the 7:00 a.m. meeting.