

Program and Staff Development Committee

Agenda

August 20-22, 2023

Yorkmont A

Attendance:

Ayanara Majumdar, Bethany Cleveland, Cindy Canfield, Julie Robinson, Steve Siegelin, Jeantyl Norze, Matt Benge, Celeste Allgood, Kristi Carpenter, Kisha Faulk, Lola Adedokun, Kenneth Jones, Meggan Franks, Tia Gregory, Nesma Osman, Eleanor Baker, Dave Herpy, Meredith Weinstein, Cheryl Newberry, Joan York, Robinson Rodriguez-Perez, Darryl Johnson, Brandi Berven, Karen Franck, Cynthia Pierfax, Tearney Woodruff, Brian Faries, Sarah Baughman, Bethany Eigel, Diann Simmons, Rick Avery

Tuesday, August 20

10:00 – 12:00 p.m.

*Administrative advisors present

- Call to order (10:01 a.m.) & introductions (Name, Institution, Role, and please complete the statement: “You can call on me for...”)
- Review of agenda
- Review and approval of past minutes (Julie, Meredith)
- Review of membership list
- Officer reports
- Reports from Administrative Advisors – Rick Avery and Obadiah Njue
 - Ron Brown, executive director of ASRED, retiring after 20 years. Rich Bonnano serving as new executive director starting September 1. New Mississippi State, Arkansas, and interim at Tennessee. Retirement of UGA director, national search right now. Laura Stevenson ASRED chair. Damona Joy — vice chair. She is current chair ECOP. Asking for significantly more in capacity funding from formula funding. Work with research to maximize effort. Extension directors meeting next month nationally in Kentucky. Sep 17-19.
- Reports from PLC Representatives – Cheryl Newberry and Cynthia Pierfax
 - Pre-virtual event. Great feedback. Summary of topics on back of trifold. Work group meeting over past year. Place to house materials. Going to use Microsoft Teams. Pilot test with Middle Managers this year. Next year 25-26 bring other committees on other channels so can see what others are doing. Agendas, minutes, etc to house. Less content on PLN website. 1862 PLC representative up for replacement for three year term. Still need a location for 2025.

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- Icebreaker

1:30 – 3:00 p.m.

- Final reports of the 2023-2024 Plan of Work Items
- Discuss 2023-2024 Action and Accomplishment slides
- Reminder about Committee Night Out
 - 6:00 | The Olde Mecklenburg Brewery & Biergarten (4150 Yancey Road)

Break

3:30 – 5:00 p.m.

- Review AI generated summary of topics for challenges/heavy lift projects/needs
- Brainstorm 2024-2025 Plan of Work items

Wednesday, August 21

8:00 a.m. – 10:00 a.m.

- Discuss and narrow 2024-2025 Plan of Work items
- Elections for PSD Committee Officers and 1862 PLC Representative
 - Chair/Vice Chair Switch Discussion
 - Julie Robinson motioned, Darryl Johnson seconded
 - Motion passed
 - Nominations for Secretary
 - Julie Robinson nominated Jeantyl Norze
 - Motion Passed
 - Nominations for PLC Representative
 - Cheryl Newberry nominated Lola Adedokun
 - Lola Adedokun accepted
 - Julie Robinson moved to close the nominations, Cheryl Newberry seconded
 - Nominations closed
 - Motion Passed
- Both PLC representatives need to attend meeting at 7:00 a.m. on Thursday.

Break

10:30 a.m. – 12:00 p.m.

- State Report Discussion
 - Staff Development (and Online Learning)
 - Program Development
 - Evaluation
 - Accountability/HR



1:30 p.m. – 3:00 p.m.

**Administrative Advisors Present*

- 2024-2025 Plan of Work – Finalize
- Final review of accomplishment slide
- Establish meeting dates for upcoming year

Break

3:45 – 5:00 p.m.

- Discussion of other items of interest/new business
- Plan of Work – Work Time

Files to be e-mailed to Roseanne Scammahorn by 3:00 p.m., August 21

- 2023-2024 Decision and Accomplishment Slides
- List of newly elected officers
- List of meeting dates for upcoming year
- Updated membership list – HARDCOPY due to registration desk on Wednesday.

Files to be e-mailed to Roseanne Scammahorn by noon on Thursday, August 22

- New 2024-2025 Plan of Work (by noon on Thursday)
- Updated 2023-2024 Plan of Work (by noon on Thursday)

Thursday, August 22

8:00 a.m. – 10:00 a.m.

- Plan of Work – Work Time
- *Carryover (if necessary) of agenda items 8/21*
- *Finalize any outstanding items*