



**New Committee Officers and Key Contacts**  
**September 1, 2017 – August 31, 2018**  
*(See submission instructions at end of document)*

Committee Name	Program and Staff Development	Submission Contact Name:	Donna Peterson
Chair	Donna Peterson	Submission Contact E-mail	donna.peterson@msstate.edu
Vice-Chair	Julie Robinson	Submission Contact Phone	(662) 325-9121
Secretary	Nancy Calix (KY)	Date of Submission	August 24, 2017
PLC Representative 1862	Meredith Weinstein (NC)	PLC Representative 1890	Celeste Allgood (GA)
1862 Advisor	Nick Place (FL)	1890 Advisor	Vernon Jones (OK)

**Annual Plan of Work**  
**September 1, 2017 – August 31, 2018**

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, Nancy Calix, Diane Mashburn	Julie Robinson	July 2018	July 27, 2018

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)
Conduct needs assessment with CRD, FCS, 4-H, and ANR Committees to identify a high priority evaluation need within each group. PSD Committee will choose one of the identified needs and design an evaluation for discussion with the relevant Committee at August 2018 annual meeting. Evaluation will be implemented across the southern region in 2018-2019.	Melissa Cater, Donna Peterson, Celeste Allgood	Melissa Cater	August 2018	August 2018
Explore adding a second webinar series similar to Virtual Summer School in the winter. Begin discussing partnering with ANR committee of SR-PLN as pilot.	Karen Vines, Scott Cummings, Julie Robinson, Todd Hurt, Meredith Weinstein	Julie Robinson	August 2018	August 2018
Refine southern region core competencies and definitions for committees that have existing documents to create a guiding document for other committees.	Todd Hurt, Diane Mashburn, Kristi Farner, Amy Harder	Todd Hurt	August 2018	August 2018
Restructure committee agenda to provide more time to work together at face-to-face meeting. Provide time during meetings throughout the year to discuss needs and issues	Donna Peterson	Donna Peterson	August 2018	August 2018

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

January 17, 2018 – 1:00 p.m. (CST)/2:00 p.m. (EST)

April 18, 2018 – 1:00 p.m. (CST)/2:00 p.m. (EST)

July 18, 2018 – 1:00 p.m. (CST)/2:00 p.m. (EST)

Zoom meeting link (recurring): <https://uaex.zoom.us/j/570476907>

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 [rachel.welborn@msstate.edu](mailto:rachel.welborn@msstate.edu)
- If you have problems, contact Rachel Welborn at 662-325-5885 or [rachel.welborn@msstate.edu](mailto:rachel.welborn@msstate.edu).