

**Minutes of the Program and Staff Development Committee Conference Call
February 17, 2009**

Chairwoman Joyce Martin (Oklahoma) welcomed everyone to the call at 1:30 p.m. Central Time. Present were: Alabama—Virginia Morgan, Secretary; Arkansas—Lisa Ferris; Florida—Cheri Brodeur, Diane Craig; Georgia—Mary Ellen Blackburn; Louisiana—Melissa Cater; North Carolina—Mitch Owen; Puerto Rico—Maria Rodriguez; South Carolina—Della Baker, Vice-Chair; Texas—Scott Cummings; Virginia—Heather Boyd.

Minutes

The minutes from the meeting in Greensboro were reviewed and approved as presented.

Writing Impacts

Scott reported that the group had been working to move CECP modules to MOODLE. Several people have volunteered to help. It is about 60% complete—all of the content has been migrated, but now the modules need to be enhanced. The project should be complete by end of semester and ready for final approval in August.

Program Evaluation Module

Heather has been in contact with Michael Lambur about developing the module. They are not sure whether they should create a new module or use modules already in existence. Scott noted there is nothing on pdc.extension.org on program evaluation. Heather will contact Michael and report back at our next meeting.

Presentation Skills Module

Lisa reported that the presentation skills module is available and being used through <http://pdc.extension.org> but it has not gone through the PLN/CECP approval process.

Program and Staff Development Conference

Scott reported that a contractual agreement with a hotel has not yet been made. There is concern that people will not be able to attend another conference given the current economic difficulties most states are experiencing. Joyce noted the same concerns about the August PLN meeting were voiced at the recent PLC conference call.

The SEAL conference (Charlotte, NC May 19-21) may also be affected but this one has already been contracted. A quick survey of participants on the call revealed: Louisiana is committed to send two people and maybe two more. Texas is under a state travel freeze and may not be able to send as many as they have in the past. Travel for Georgia is currently frozen. Oklahoma will send four or five people. Florida and Alabama are not sure.

Three alternatives to hosting the PSD Conference this year were suggested.

- Offer the conference in alternating years with SEAL.
- Alternate a virtual conference with a face-to-face conference. The virtual conference would occur during the year(s) in which SEAL is offered.
- Host the conference in conjunction with PLN in Orlando.

A final decision will be made regarding a separate meeting in October after Scott surveys the committee via e-mail.

Creation of a Professional Development Association

Scott reported that Debra has taken a lot of leadership, but has not had a lot of time to move forward on this. There may be a working group to create the association. Melissa asked if this association would be a place to integrate program and staff development. Consensus was yes, this is the power of the association: connect and create more opportunities to build across state lines. Mitch said he'd be willing to be part of a small group planning meeting to think how we grow the conference and the association.

Reports

National Community Development Training Curriculum Committee

Mary Ellen participated in a meeting with several Community Development representatives. The group was developing a community of practice document that included a list of training modules. Their approach was to create a series of modules on community development for new agents and another series for more advanced agents. Many topics they talked about are related to staff development areas. Mary Ellen told the community development group about our collaborations with the Middle Managers group. The community development group is looking for resources that can be used and is interested in collaborating with us. Bo may meet with us in August to talk about the project. Mary Ellen asked us to talk with community development people in our states.

PLN Meeting

Mitch reported that the PLC met February 12 to discuss the August meeting general agenda. The committee agreed that the meeting must engage the audience. Two ways to accomplish better engagement: reduce the number of keynote speakers and expect committees to do something with what they hear. A [tentative agenda](#) is available for review. Mitch encouraged the group to provide feedback. He also encouraged us to complete the evaluation this year so that the PLC committee can determine what is working or is better.

Note that from 1 until 3 on Wednesday, participants will be in cross committee issue groups. Some members of the PSD committee may be asked to help facilitate the sessions. We must have our work plan, information and action items completed by 1:00 on Tuesday. Cheri will explore dinner options for the committee night out and tour options for our committee. Next PLC meeting is April 9.

Announcements

- Vernon Jones (Langston University, OK) is our official 1890 Administrative Advisor.
- Paul Warner will be retiring so we will be getting a new 1864 advisor. We need to honor him in Orlando.
- The Texas e-learning group is moving from the Information Technology unit to the Organizational Development unit.
- Grace Kirkman is retiring.

Next Conference Call

April 23 10:15-11:45 Central Time