

**Program and Staff Development Committee Conference Call
January 25, 2010**

PRESENT: AL – Virginia Morgan, AR – Lisa Ferris and Rich Poling, FL – Cheri Brodeur, GA – Mary Ellen Blackburn and Marcie Simpson, KY – Gae Broadwater, LA – Debra Davis, MS – Julie Sexton and Ronnie White, NC – none, OK – Joyce Martin and Vernon Jones, PR – none, SC – Della Baker and Demier Richardson, TN – Herb Byrd and Joseph Donaldson, TX – Scott Cummings, VA – Nancy Franz, and WV - none.

AGENDA APPROVAL: Agenda was approved by the group.

OFFICER REPORTS: Della attended two virtual professional development sessions. They were very professionally presented and relevant.

COMMITTEE REPORTS:

Management Skills Training

Mary Ellen -Four modules are being reviewed by Feb. 15th. They will be sent to the directors after that. The coaching module is still being developed. She will send more information on the next steps for the modules after a meeting later this week.

Della – Financial management training. The module has been reviewed and will be finalized today. It is the responsibility of presenters to cover policies for their own institutions.

Cheri – Managing conflict. Lots of great material has come in and the module is being reviewed.

Debra – Leading the total program module has been reviewed. They continue to refine the definition of “leading the total program.” There may end up being two models – one for regional directors and one for county directors.

Mary Ellen – Managing people for performance. This module has been reviewed and edits are being made.

Virtual Conference

Participants thought the conference went very well. Debra says there has been a high interest in the archived sessions and materials. There was a request to track potential and actual participation in the sessions to help instructors prepare for instruction and report impact. We’d also like to know to what degree and in what depth people check out the archives (collaborate.extension.org has links to sessions). It was discussed that the virtual conference may need to continue annually due to budget reductions. Scott felt the week went pretty well. It reached about as many people as we usually would have in a face-to-face venue, about 20 participants per session. There was a lot of good discussion and feedback about the sessions. A survey could be sent out to the list serve to see what people thought about the event and instructors to find out level of hits on archives. Send any questions you’d like on the survey to Scott.

National Professional Development Association

Debra reported that good discussion on the Association took place during the virtual conference. Next steps and a proposed time line have been posted and will be adjusted due to budget situations. By the end of February the goal is to have the bylaws revised and sent to the list serve for voting. The group recommends steering committee members or volunteers serve as the initial officers or serve on the board. Cheri volunteered. Please let Debra know if you'd like to serve as an officer. The group is working on gaining non profit status. They hope to call for dues and membership by July 2010. The steering committee includes representatives from all five regions. Gae will help with information on 501c3 status. It was suggested the new association look at hosting a publication, working with JOE, and/or proceedings from a conference.

Report from Advisors

Vernon – he greatly enjoyed the virtual conference sessions. Holding the sessions during final exam week may have been a problem for some people. Vernon complimented Scott on all his good work with the virtual conference.

Cross Committee Issues

Benchmarking Program Impacts – Nancy reported she has been involved with NIFA to set up a national planning conference to develop national program impact indicators for the five NIFA initiative areas. The results of the conference would guide development of regional logic models or other tools for benchmarking and measuring impact. Nancy will keep everyone informed on the next steps for the conference.

Nancy also announced that she will be leaving the Southern Region for an Extension position in Iowa.

Human Capital – there was no report

OTHER BUSINESS

Southern Region PSD Committee Roles and Guidelines

Della indicated that someone will need to be appointed as secretary when Nancy leaves after the April PSD meeting to serve until the PLN meeting in August.

PLN Meeting Update

August 23-23 in Memphis

Schedule Conference Calls for the Year

April 12 and July 12 10:00 am EST

The meeting closed at 11:02 am.