

**Program and Staff Development Committee  
Conference Call Minutes  
July 17, 2012 • 1:00-2:00 PM (CST)**

**Call to Order**

**Adoption of the Agenda** - Marcie Simpson, Vice Chair

**Roll Call** - Celeste Allgood

**Attending:** Marcie Simpson (Georgia), Della Baker (Clemson), Rich Polling (Arkansas), Alyne Rothberg (Arkansas), Herb Byrd (Tennessee), Scott Cummings (Texas A&M), Nikki Davidson (Arkansas), Virginia Morgan (Alabama), Joyce Martin (Oklahoma), Julie Sexton (Mississippi, Chris McClendon (Alabama), Joseph Donaldson (Tennessee), Karen Ramage (Kentucky), Vernon Jones (Langston), Ken Jones (Kentucky), Celeste Allgood (Fort Valley)

**Minutes Review &** Approval of minutes from April 17, 2012 – Marcie Simpson. Marcie asked for changes to the minutes and put forth a motion. The minutes were approved and accepted unanimously.

**Officer Reports**

**Attendance & representation at social media & cross committee sessions**

Discussed representation on cross committees. PSD must have representation for all areas. It was noted that some areas have over representation and some may need to volunteer to move to other areas.

**Update address list**

Reminded group to continue to send updates to Karen or forward directly to Rachel Welborn.

Vice Chair, Marcie Simpson had no reporting.

**POW Updates: Committee Reports**

**1. Social Media Strategies & Best Practices** by Della Baker

Della stated that she sent out emails requesting information regarding policies and guidelines and training on social media from the group. She send a survey link as well and asked for feedback regarding using choices to select from a list or giving respondents the ability to enter their own text. Rich asked if the list could be narrowed down and placed in a matrix so respondents could check boxes. Della requested some assistance and Marcie stated she would work with her.

**2. PSD Directory** by Marcie Simpson for Debra Davis

Marcie will have a strong draft for review by the August meeting where final changes can take place. She believes allowing people to submit information is working at this point but the process may need to be reviewed later.

### **3. eXtension Solutions to Training Needs by Julie Sexton**

Julie asked that this issue be discussed further at the August meeting. She discussed some of the issues she has encountered such as tracking users by state and the need to offer certificates of completion for the southern region. Rich stated that in his research eXtension has offered certificates since last fall but not for all courses. There was discussion regarding why some courses are recognized for professional development credit and others are not. There was additional discussion that some checks and balances need to be in place to insure courses are appropriate for professional development credit and how eXtension should be approached to request this. There was agreement to discuss this further in Orlando.

### **4. Southern Region PSD Survey & Management Benchmarks by Herb Byrd**

Herb and Johnnie met and created a draft survey. Herb and Johnnie will bring the draft for review in August.

### **Other Business**

#### **National Professional Development Association Conference by Scott Cummings**

The dates for Denver are set. The downtown Comfort Inn Denver is the hotel. There is a convention center near that is attached to the hotel by a walkway. Scott encouraged the group to submit more proposals and he has extended the deadline for proposal submission. There will be a reduction in registration fees for those attendees whose proposals and share fairs are selected. Registration fees will not increase this year and registration will open soon.

### **Report from Advisors**

#### **Advisors:**

Karen Ramage-1862 (KY)

- Karen stated that half of the directors have completed the survey.
- A special report is under development regarding how to market research and extension and regarding the value.
- For the grantsmanship workshop, all teams have been selected and topics identified. This will create a think tank on how to write grants for NIFA funds and expand southern region work.
- UK has hired a new evaluation specialist.

Vernon Jones-1890 (Langston)

The AEA conference in Memphis was a valuable experience. Seven or more members from the group served as facilitators at the conference. There were excellent networking and cooperative opportunities.

## **Information and Action Items**

### **1. PLC Report by Scott Cummings**

The conference is all set for August. Early bird registration ended this weekend. Scott reminded the Vice Chair regarding attending the Monday meeting. The deadline for action items will be a little tighter this year. The conference evaluation will be sent by email on Thursday morning to the attendees. The electronic evaluation will provide a better method to help measure impacts of the conference.

Marcie asked who will not be attending the conference. Nikki Davidson, Alyne Rothberg and Chris McClendon stated they will not attend PLN in Orlando.

### **2. Emerging Issues for Plan of Work and Special Topics for August Meeting?**

- Sharing of training resources and e-training resources. How can we work out a process for doing that? Sharing intellectual property and products, ones that would lend sharing across institutions and states.
- Scott asked to discuss mentoring or creating a core mentoring program. The group was asked to bring any materials that have on the topic to Orlando.

Marcie asked members how in previous years the committee field study and night were planned. Typically the chair sets that as part of creating the agenda. Marcie will discuss it with Karen. Members suggested Disney for the field study. Marcie asked the group to forward other ideas to her or Karen.

Marcie adjourned the meeting at 2:49 p.m.

Respectfully submitted by Celeste Allgood, Fort Valley State University