



Committee Officers and Key Contacts

Please provide the names of the officers, representatives & advisors that will be serving during the 2009-2010 year.

September 1, 2009 – August 31, 2010

Committee Name	Professional & Staff Development	Submission Contact Name:	Della Baker
Chair	Della Baker	Submission Contact E-mail	dbaker@clermson.edu
Vice-Chair	Virginia Morgan	Submission Contact Phone	864-650-1955
Secretary	Nancy Franz (replaced by Karen Ballard)	Date of Submission	8-27-09
PLC Representative 1862	Mitch Owen (replaced by Scott Cummings)	PLC Representative 1890	Demier Richardson
1862 Advisor	Paul Warner	1890 Advisor	Vernon Jones

Annual Plan of Work

September 1, 2009 – August 31, 2010

Cross Committee Issue Addressed, if applicable*	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 (fill in when completed)
	Develop management skills/leadership development modules	1 st draft: Financial management (Della Baker-PSD and Joe Schaefer-MM)	Joe Schaefer	12/01/09	02/15/10
		Managing conflict (Cheri Brodeur-PSD and Tony Tyson-MM)	Cheri Brodeur	12/01/09	02/15/10
		Leading the total program (Debra Davis-PSD and Claude Bess-MM)	Claude Bess	12/01/09	02/15/10
		Managing people for performance	Mary Ellen	12/01/09	02/15/10

*Cross Committee Issues:

INTERNAL: 1. Human Capital, 2. Organizational Relevance, 3. Physical Resources, 4. Technology

EXTERNAL: 5. Wholesome & Safe Food Supply, 6. Benchmarking Impacts, 7. Energy, 8. Health Education, 9. Leadership Development, 10. Natural Resource Base

Cross Committee Issue Addressed, if applicable*	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 (fill in when completed)
		(Alberta James-MM and Herb Byrd) Coaching (Mitch Owen-PSD and Barbara Board-MM) Leading the Total Extension Program Overview	Mitch Owen Debra Davis	12/01/09	(embedded in another module) 02/15/10 02/15/10
Benchmarking Program Impacts	Establish criteria for a common set of measures. Collect logic models for posting to a common website for use by states. Development of a common language for benchmarking.	Scott Cummings, Nancy Franz, Cheri Brodeur, Steve Lilly, Glenn Israel, Karen Ballard	Nancy Franz/Scott Cummings	August, 2010	ongoing
Human Capital	Develop regional statement on foundations of human capital development, including the following: definition of human capital development; aspects of hcd that are relevant to extension; characteristics of effective performance in those identified aspects; obtain PLN-wide acceptance.	Mitch Owen, Rich Poling, Karen Ballard, Marc Thomas, Atheal Pierce	Mitch Owen	August, 2010	Consensus to withdraw
	Program and Staff Development Virtual Conference	Scott Cummings	Scott Cummings	December 7-11, 2009	12/21/09
	Professional development association	Debra Davis, Julie Sexton, Allisenn Penn, Mitch Owen, Scott Cummings	Debra Davis	August 2010	Officially established 08/2010

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 the SRDC to Rachel Welborn at rachelw@srdc.msstate.edu
- If you have problems, call Rachel at 662-325-3207. Rachel will verify receipt of each Plan of Work as it is received.

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