1.) The meeting of the Department of Youth Development was called to order by Chair, Denise Retzleff at 2:05 P.M. in Room 235 of the Pyle Center and by WisLine connection.

2.) Chair Retzleff certified the meeting to be in compliance with the Wisconsin Open Meetings Law.

3.) Bob Matysik was appointed and served as Parliamentarian until 2:30 P.M.; Melanie Miller was appointed and served as Parliamentarian from 2:30 P.M. through adjournment of the meeting.

4.) Gloria Fauerbach was appointed recording secretary.


6.) Melanie Miller moved to approve minutes from 5-1-08 meeting posted at: http://www.uwex.edu/ces/4h/department/index.cfm; support by Kinzel. Motion carried.

7.) University Committee report by Prissel reviewed proceedings of University committee including proposed changes related to Article 4, Faculty Articles of Governance and attendance at November 6 Board of Regents meeting. He also passed along information that Chancellor Wilson is involved in national discussion on the economy and the role of Land Grant Universities in dealing with the national economic downturn.

8.) Faculty Senate report by Barker, Forsythe and Mehlberg summarized meetings in June and September. Faculty Senate approved changes about tenure document content in Chapter 3, Appendices I.B and I.I.B. The changes are currently before Provost Quinn for review. The Chancellor and Board of Regents must approve before the changes are final. The Faculty Tenure workshop held on August 26 received favorable reviews. Two workshops are planned for 2009. Chancellor Wilson reported about Integrated Board of Visitors, IT infrastructure overhaul and Board of Regent members, Judy Crain and Michael Falbo assigned as liaisons to UW-Extension.

9.) Systemwide Extension Council report– Hobson report stated that new council members received an orientation at the September meeting. The Chancellor and Provost/Vice Chancellor gave updates. Cooperative Extension Self Directed Teams were highlighted by Larry Jones and Robin Shepard with focus on how leadership is provided for the teams. Discussion about how Cooperative Extension and Continuing Education could work better together.
10.) Standards, Rank & Promotion Committee report by Chair Berger: Talen joined committee and will represent the Quad Counties 2009-2010. All committee positions are filled. A department tenure orientation will be January 30 in Wausau.

11.) Professional Development Advisory Committee by Ginther. Youth emphasis sessions noted and all staff youth development conference planned for April 29-30, 2009 in Mosinee.

Kinzel moved; support from Barker to accept committee reports. Motion carried.

12.) Emeritus Status for Kathi Vos: Moved by O’Neil; support by Bjorklund to recommend Kathi Vos for emeritus status in the Department of Youth Development. Motion carried.

13.) Upcoming Department Election is coordinated by Vice Chairs, Kennedy and Matysik. Nominations due by December 30 with elections in 2009.

14.) Programs of Distinction Peer Reviewers are being recruited by National 4-H headquarters. Those interested may apply. Application and information about POD are available in National 4-H News at [http://www.national4-hheadquarters.gov/](http://www.national4-hheadquarters.gov/)

15.) Department of Youth Development Strategic Plan posted at [http://www.uwex.edu/ces/4h/department/StrategicPlan.cfm](http://www.uwex.edu/ces/4h/department/StrategicPlan.cfm), was reviewed and priorities set by Vice Chairs 10/30/08 meeting. Chair Retzleff requested Committee of Professors to develop a concise message for external stakeholders per action plan for strategic issue 1a: How can the Department better communicate faculty rights, responsibilities, mission and department purpose to external stakeholders? Chair Retzleff announced that the SRP committee agreed to address action plans for strategic Issue 1b: How can the Department contribute to the success of probationary faculty? Probationary members Jorgensen, Kuelz, Roberts and Stuessel volunteered to join SRP committee members for this work.

16.) Update by Department Chair was posted prior to this meeting and summarized work with Cooperative Extension Administrative Council, Academic Department Chairs, Academic Leadership Standing Committee, Tenured Faculty Review Committee, Vice Chair, Leadership Forum, and Legal Issues Forum. Also announced: Potterton represents the Department on Employee Recognition Committee, the Academic Department Chairs clarified the 4-year tenure application rule intending that four full years of work are available for review by the respective SRP committees, and reports due to the Department Chair.

17.) Spring Department Meeting by formats were discussed. Discussion points were no joint meeting possible for ride sharing, face2face allows more scholarship presentations, face2face networking is valuable, there is program area face2face conference so WisLine would be ok, WisLine presented technological difficulties during today’s meeting, cost analysis of face2face should include staff time, regional face2face settings with WisLine hook up to other regions.

18.) Faculty Concerns: Vos asked if there was a record of Emeritus Professors and if so, could a list be posted to the Department website. She also suggested that the role of Emeritus Professors be posted.

19.) Winkler moved to adjourn support by Fauerbach. Motion carried.

Respectfully submitted, Gloria Fauerbach