

Department of Youth Development Meeting

December 4, 2009

1:00-3:00 p.m.

Minutes

All items with (*) have reports available on the department website
<http://www.uwex.edu/ces/4h/department/index.cfm>

1. Call to order by Chair Retzleff
2. Certification of Wisconsin Public Meeting Law through Mary Detra
3. Parliamentarian – Matysik appointed
4. Recording Secretary – Duerst appointed
5. Introductions/Roll Call by Jorgensen
Department members present: Abert, Andrews, Barker, Berger, Bjorklund, Calvert, Creighton, Doperalski, Duerst, Fauerbach, Ginther, Grimm, Gronski, Habib, Hobson, Ivey, Johnson, Jorgensen, Kennedy, Kinzel, Kraus, Kuelz, Laberee, Lobenstein, Matysik, Mehlberg, Miller, Moellendorf, Nelson, Pardee, Pleskac, Prissel, Pulvermacher, Retzleff, Schleif, Strother, Stuessel, Talen, Tarjeson, Van Treeck, Viau, Wimme, Witzel, Wolniakowski. Quorum verified. Others present: Brown, Dusek, Menart, Swensen, Vos.
6. * Approval of Minutes from 5-12-09 – motion by Miller, second by Barker. Motion passed.
7. * Department of Youth Development Strategic Plan – Jorgensen, Doperalski – Reviewed background of strategic plan; distributed handouts for feedback to be collected at end of meeting; introduced dot activity for each issue as posted along the meeting room walls.
8. How can the Department celebrate, motivate, recognize and thank colleagues for their work, initiative, creativity and spirit – Duerst – Issue is based on employee recognition survey through CEAC. Completed index cards returned to Duerst for tabulation and review by Vice Chairs.
24. * Academic staff report – Brown – Academic staff have developed their definition of scholarship.

9. * Department paper – Fall Youth Forum: A Model for Youth Leadership Training - Kennedy- Gave background and brief review.
10. * University Committee – Prissel – report combined with Faculty Senate report. Collective bargaining powerpoint is on Department website.
11. * Faculty Senate – Mehlberg, Barker, Wimme – report combined with University Committee report. Discussed furloughs and impacts of furloughs.
12. Systemwide Extension Council – Barker – Gave history and background, described purpose and function of SEC.
13. * Standards, Rank and Promotion Committee - Talen – report combined with agenda item 23. Committee reviewed documents and passed tenure document by Kuelz.
23. * Supporting Probationary Faculty – Schleif – Concerns: our department only has one mentor and not teams; not enough opportunities to share progress and growth; high turnover of liaisons; what is/isn't funded by the department; need for more support/training for mentors; use of technology and finding important information. Suggestions for the department: continue to support the establishment of a mentor team; record tenure orientation; clarify what the department funds; have a wisline for mentors to share. Vice Chairs will discuss the suggestions.
14. * Professional Development Advisory Committee – Pardee – Committee is sponsoring the volunteer management series and is involved in planning the 2010 All Colleague Conference. Committee needs input on professional development needs.
15. * Committee of Professors – Matysik – Most recent promotions are Barker and Ginther. Electronic submission is now an option. Committee proposes a Professor Promotion Committee of 7 people. Appendices G and J have updated language and are posted on the website; to be voted on at next department meeting.
16. Faculty Tenure Advisory Committee – Miller, Ivey – Described purpose and activities of committee. Committee passed document by Calvert.
17. * Research and Publications Committee – Pulvermacher – Committee reviewed and approved three papers by Kennedy, Pulvermacher, and Huff/Kuelz. Department members should let committee members know why they do or don't submit papers.

18. * Emeritus – Vos – Status is available to staff of any academic rank who have retired and completed the process as outlined in UPG #4. The history of the department is posted on the website.
19. * Nominations – Matysik, Strother – Reviewed positions that are open for election.
20. * Planning and Reporting – Fauerbach, Duerst - Appendix H and I have been revised to reflect changes to Articles of Faculty Governance, Appendices I.C. and II.C. Suggested motions will be discussed at next department meeting. Discussion regarding the effect on probationary faculty submitting tenure documents prior to our department approving changes to our appendices. Need to find department minutes that make submission of plans and reports required for faculty.
21. * Appendix B – Strother – Reviewed background and what was updated.
22. * Tenure in DYD Overview – Jorgensen - motion by Talen to approve the document “Tenure within the Department of Youth Development: An overview” with changes noted, second by Kinzel. Motion passed.
25. * Tenured Faculty Review – Retzleff – Review form has been updated with all criteria. No objections to changing the timeline so documents are due in January starting in 2011 to be in line with the merit consideration timeline.
26. Emeritus status for Jeanne Baum – Jeanne retired July 2009 after 33 years. Motion by Miller to grant Emeritus status to Baum, second by Pleskac. Motion passed.
27. * Update by Chair – Retzleff was thanked for her service.
28. Spring and Fall 2010 Department meetings – Pros and cons of holding the spring department meeting during JCEP Conference were discussed. JCEP Board will discuss. Suggestion for all departments to meet the same morning during the 2010 All Colleague Conference. Conference Planning Committee will discuss.
29. Faculty concerns – Completed strategic issues handouts and completed colleague recognition cards were collected. Retzleff reviewed concerns brought up during the meeting. Department members should forward other concerns to Vice Chairs.
30. Roll Call double check – Berger and Creighton added.
31. Adjourn - Motion by Stuessel, second by Schleif. Motion passed.