

Department of Youth Development

Report from Chair, Tom Schmitz

January 19, 2006

The last two and half months included the following activities:

- ❑ Vice Chairs Meeting – November 21
- ❑ Academic Department Chairs Meetings - November 30 and December 1
- ❑ Academic Leadership Standing Committee Meeting - December 1
- ❑ Department of Youth Development Wisline – December 1
- ❑ Responsibility Based Culture Training – January 11 and 12
- ❑ Handbook Revisions
- ❑ Day-To-Day Department Chair Responsibilities

November 21 – Vice Chairs Meeting. The vice-chairs met via Wisline. Agenda and minutes for the meeting are on the Department Website at <http://www.uwex.edu/ces/4h/department/>. Click on the link for committees and then go to the vice chairs page.

November 30 and December 1 - Academic Department Chairs Meeting. The chairs from all five Departments (Youth Development, Family Development, Ag/Ag Business, Community Resource Development and Environmental Sciences) meet on regular basis to discuss issues related to faculty governance and of interest to all departments. The December 1 meeting also included the Dean and Associate Dean. The following topics were discussed.

- Role of faculty in county department head selection
- Support letters from District Directors with regard to tenure promotion
- The Department Chair's role for people in transition
- Role of FTAC
- UPG 12 – how Tenured Faculty Review ties into merit increases
- Timing of promotions with regard to July 1, 2007 salary increases for promotions

December 1 – Academic Leadership Standing Committee Meeting. This group's mission is to be an advisory body to the Dean on matters that relate to scholarship and the academic affairs of the division. The committee provides a forum for the discussion of issues and action options relating to faculty and academic staff in Cooperative Extension. Discussion items included:

- Dean's update
- Presentation on e-learning and non-traditional students
- Department Head Balloting
- The scholarship of CPAG's

December 9 – Department of Youth Development Meeting. The department met via teleconference. Agenda and minutes for the meeting are on the Department Website at <http://www.uwex.edu/ces/4h/department/>. Follow the link for agenda and minutes.

Handbook Revisions – a sub-group of the vice chairs has been working on the handbook update and review process. The changes were presented at the December 9th Department meeting and the majority of them were approved. Subsequent to this meeting, the approved changes were sent to the Secretary of the Faculty for the Dean's review. A few minor adjustments need to be made and these will hopefully be acted on at the April 6th Department of Youth Development Meeting. The issue of what Executive Committee duties should be delegated, to whom they should be delegated and the process for this is still up in the air. In addition, the section on the committee of professors has been sent to the professors for guidance.

January 11 and 12 – Responsibility Based Culture (RBC) Training. Program Leaders, Team Leaders, District Directors, Department Heads and others in leadership roles are currently undergoing RBC training. These same folks will be working with the groups they lead to enhance their understanding, commitment and ability to use RBC concepts. More updates on this will be forth coming.

Day-To-Day Tasks. I have been working on a variety of issues related to department meetings. These include

- Preparations for tenured faculty reviews (getting performance reviews, answering candidate's questions)
- Filing plans and reports
- Questions from Department members and committee chairs
- Website updates.

Upcoming Department Meetings –

Thursday, April 6th – Face to Face with Family Living – UW Stevens Point
Meetings of Department Committees can be found on the Department website

Respectfully Submitted:

Tom Schmitz

Chair, Department of Youth Development

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