

Department of Youth Development
Report from Chair, Tom Schmitz
April 19, 2007

The last few months have included the following activities:

- ❑ Academic Chairs Meeting – March 8
- ❑ Vice Chairs Wisline – March 12
- ❑ Leadership Forum – March 15
- ❑ Tenured Faculty Reviews – March 20, 22 and April 4
- ❑ Cooperative Extension Administrative Committee Wisline – March 23
- ❑ Cooperative Extension Administrative Committee meetings – April 17 and 18
- ❑ Day-To-Day Department Chair Responsibilities

Academic Chairs Meeting – March 8 and 9. The chairs met face-to-face and with the Associate Dean. Agenda items included Faculty role in expressing preference for unit head, Assigning Rank, Role of academic departments in county faculty interviews, Tenured Faculty Reviews and the meritorious rating.

Vice Chairs Wisline – January 12. The vice chairs met via wisline. Agendas and minutes for the meeting is 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.

Leadership Forum Wisline – March 15. This meeting involves Association, Department and Program Area as it relates to 4-H Youth Development. It gives leadership from these areas a chance to update each other and talk about issues of mutual importance.

Tenured Faculty Reviews – March 20, 22 and April 4. Eight reviews of tenured faculty were conducted and summarized during these meetings. As Department Chair, I have the responsibility for chairing this committee. A report on the TFR committee is available on the department website in the handout materials for the April 26 Department meeting.

Cooperative Extension Administrative Committee (CEAC) meetings – A CEAC wisline was held on March 23 and face-to-face meetings were held April 17 and 18. Items of business included ranged from budget updates, to county needs assessment expectations. We also received updates on the strategic planning process and workforce diversity efforts. Minutes of these meetings can be found on the Dean's web site at <http://www.uwex.edu/ces/admin/committees/committee.cfm?committeeid=2>.

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

- Questions from Department members and committee chairs
- Assigning rank to perspective candidates
- Forwarding election results to the Dean
- Sending promotion requests to the Dean's office
- Organizing Department Plan updates
- Working on Faculty Status protocol
- Preparing for Department Meetings
- Website updates

Facilitating and Supporting Equal Opportunities in Employment and Programming – I am now serving on a CEAC committee which is looking into how to retain faculty and staff who are not from the dominant culture. This committee has developed a document that lays out the business case for developing and retaining a diverse workforce. They will also be doing some interview work with staff of color. I continue to encourage everyone I know to attend the Multi-cultural Awareness Training. This training really help me greatly.

Upcoming Department Meetings –

April 26 - Department Meeting in Wausau

May 21 – Vice Chairs' Wisline

Respectfully Submitted:

Tom Schmitz

Chair, Department of Youth Development

April 19, 2007