

## **Department of Youth Development Chair Update**

**Denise Retzleff**

**December 2009 to March 2010**

### **Cooperative Extension Administrative Council**

December, January, February, March

- Branding UWEX Cooperative Extension
- Social Media and Web technologies – how to choose and use
- Council for Strategic Change update – CE Purpose (mission), Vision & Values
- Use of UWEX promotional materials drafted in Western District
- Department Head Conference update – Department head and one other person from county are encouraged to attend
- Political Effectiveness
- Inclusive Excellence – fostering greater diversity, equity, inclusion, and accountability
- 2010 Conference update
- NIFA update
- Implications of Engaging with People of Different Generations
- Review of Conflict of Interest Policy (as it relates to employment & activities outside of UWEX)
- Meet Stephan Gilchrist, Chief Diversity Officer & Director of Workforce Equity, Diversity and Inclusion UW-EX & UWC
- Budget planning for 2011-13

CEAC members, minutes, and schedule are located at

<http://www.uwex.edu/ces/admin/committees/committee.cfm?committeeid=2>

### **Academic Department Chairs**

February

- Collective Bargaining update from Chris Kniep, Chair of University Committee
- Implementation of Article 4 regarding Faculty Governance Unit Chairs
- Chancellor Search & Screen update
- Tenure Orientation workshops organized by University Committee/ Faculty Senate will be May 10 & Sept 14 in Stevens Point
- Tenure Timeline letter sent out by Mary Detra – will add a line indicating last date to obtain positive recommendation from SRP in order to have portfolio submitted to the Dean on time. The letter currently gives the last date for FTAC review. (This information will remain in the letter)
- Department meetings at JCEP in April in Green Bay, and at All Colleague Conference in October in Madison
- Procedure for designating rank at the time of hire

- Merit pay for years when funds are not available – discussion on whether a pool of funds might be maintained to give merit pay each year when colleagues are recommended for it
- Types of expenses covered and amount of funds available for department expenses
- Mentoring Teams – number of people, selection, training, length of term, responsibilities
- Affect of reduced county support staff
- How department chairs share information from meetings with department members
- Fostering collaboration among academic departments
- How are departments helping faculty transition from use of Appendix IB/IIB to IC/IIC
- Department of Ag/Ag Bus shared a tenure portfolio submitted via CD to their department

### **Academic Leadership Standing Committee**

February

- Strategic Planning Dialogue
- Faculty Governance Unit Chairs
- County Web presence

ALSC mission, members and minutes are at

<http://www.uwex.edu/ces/admin/committees/committee.cfm?committeeid=3>

### **Tenured Faculty Review Committee**

- Review of four colleagues

### **Vice Chair Teleconferences**

January, March

- Updates from districts on positions and concerns
- Addressing issues identified in the strategic plan and prioritized at the December department meeting
- Discussion of feedback received from December department meeting on how we can celebrate, motivate and thank colleagues for their work, initiative, creativity and spirit
- Nominations for department positions for 2010-11
- Planning for April department meeting
- Department expenses
- Suggestions for Department representatives on Chancellor Search and Screen

Agendas and minutes are located at

<http://www.uwex.edu/ces/4h/department/committees/listallcommittees.cfm>

### **Leadership Forum**

Discussion and updates among Association, Department, Program, and Academic Staff.

### **Budget**

The amount budgeted for our department from the Dean from July 1, 2009 to June 30, 2010 is \$9,375.00

As of March 29, 2010 we have spent \$10,041.91 in the following categories:

Mentoring	\$ 36.86
SRP	\$ 4,474.71
Professors	\$ 597.82
December Department Meeting	\$ 3,355.07
Chair/Vice Chair	\$ 992.29
2 & 3 year reviews	\$ 546.76
WisLine	\$ 38.40

### **Other**

- Website updates
- Addressing questions from department members
- Preparing for Department meeting
- Communicating to committee chairs
- Requesting letters from District Director's for professor promotion and TFR
- Write letter requesting Emeritus status for Jeanne Baum
- Sending promotion requests for associate professor, assistant professor and professor to the Dean's office
- Reading vitas and ranking job candidates for acceptance into the department
- Filing plans of work, annual accomplishment reports, and mentor/mentee records
- Send welcome letters to new hires in the department
- Suggestions for department members to participate in faculty college
- Suggested examples of scholarly work from department members to be included in the 2010 all colleague conference capnote speaker highlights