

**Department of Youth Development Chair Update**  
**Denise Retzleff**  
**May - November 2009**

**Cooperative Extension Administrative Council**

May (*attended by Donna Duerst*), July, August, September (*attended by Jill Jorgensen*)  
October, November

- Discussed employee recognition to celebrate, motivate, recognize and thank colleagues for their work, initiative, creativity, and spirit
- County & State Budget updates – cutting support staff is a concern
- Strategic Planning Implementation and Council for Strategic Change updates
- Mission, Vision, Values discussion
- Western District UWEX Branding Concept
- Furlough
- Filling Open Positions
- Program Planning
- October 2010 All Colleague Conference
- 2012 Yearlong Centennial celebration of Cooperative Extension
- Presentation on Poverty in Wisconsin
- Highlights from various Extension departments - Professional Development and Evaluation, Technology Services, Human Resources, Public Information, Districts & Quad, Leadership Wisconsin, Wisconsin Geological and Natural History Survey, Diversity and Inclusion, Program Areas (Family Living, 4-H Youth Development, CNRED, Agriculture & Natural Resources Extension)
- Multiculturalism in Cooperative Extension
- Urban programming – what steps are needed to ensure success
- Changing Demographics in Wisconsin
- Engaging all Generations
- Political Effectiveness

CEAC members, minutes, and schedule are located at

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

**Academic Department Chairs**

June, October

- Extension Associate salary, educational plan and movement to the department
- Electronic submission of documents – Ag has done this with SRP. It was also in paper form. There was both a web based and CD submittal. It worked well. Keep bringing this to departments for discussion
- TFR review dates, merit recommendations
- Faculty Senate is discussing collective bargaining units.
- Emeritus is an honorary status that does not affect your rank upon retirement.
- Discussion of the earliest you can apply for tenure
- Teleconference with Rick & Yvonne to discuss flexibility with open positions during tough economic times

- Moving from Instructor to Associate
- Tenure Orientation Workshops
- Appendix IB & IIB changed to IC and IIC
- Adoption of Article 5 (FTAC procedures)
- 2010 All Colleague Conference
- Performance Improvement Plans
- Position Description Signatures

### **Academic Leadership Standing Committee**

June, October

- Update on Extension Networks (Information System)
- Discuss CE Mission, Vision, Values, & Guiding Principles
- Update on Employee Recognition
- Update on Central/Eastern District Scholarship Forum
- Review of new position description format
- Feedback on furlough

*ALSC mission, members and minutes are at*

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

### **Tenured Faculty Review Committee**

Complete reports for five reviews; file reports with Dean's office  
Held teleconference to plan for 2009-2010

### **Vice Chair Teleconferences**

*Agendas and minutes are located at*

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

### **Other**

- Website updates
- Leadership Forum Teleconference
- Addressing questions from department members
- Sending promotion requests to the Dean's office
- Sending congratulations to newly promoted or elected faculty
- Gathering information about the Emeritus process
- Gathering information regarding the earliest a person may apply for professor after receiving tenure. In YD they can make a request by July 1, five years after tenure is earned, and would go through the process, thus earning professor rank six years after tenure. CRD and Ag are one year earlier.
- Review of funds used in 2008-09
- Discussions with committee chairs
- Planning for department meeting