

## DISTRICT UWEX/WTCS COMMUNICATION MEETINGS

Annually, in each WTCS District, a UWEX/WTCS communication meeting is to be held in late spring. A second meeting is optional that could be held in early fall.

### Purpose:

- To enhance effective working relationships between UWEX/WTCS in planning, developing, and implementing agricultural education programs of both agencies.
- To build and capitalize on the strengths of each agency and their respective roles.
- To develop productive working relationships and prevent or minimize duplication through communication, coordination, and cooperation.
- To develop a two-way communication link between the district planning committees and state guideline team.

### Participants:

#### WTCS

Instructional Services Administrators  
Adult and Continuing Education Coordinators  
Agriculture/Agribusiness Instructors

#### UWEX

Agriculture Agents  
Program Leaders  
District Directors

#### OTHER

High School Instructors of Agriculture  
Ag Research Station Supervisors

### Agenda

The following agenda is suggested as a guide. Agriculture District Representatives will establish the agenda and send an invitation to identified participants at least one month in advance of the meeting. Suggested agenda items include:

- 1) Review and discuss the agriculture situation in the district, i.e., crops, weather, economics and other pertinent concerns.

- 2) WTCS to give a progress report on current and ongoing full-time agriculture programs.
- 3) UW-Extension agents to give a progress report on current and ongoing Extension programs.
- 4) Identify professional development educational needs that could be met through joint efforts.
- 5) Provide feedback or discussion on concerns raised by State administration.
- 6) Discuss issues relevant to both agencies and how each might contribute resources to provide the best programming effort toward the specific issues.
- 7) Exchange information on dates for meetings and other program-related activities. (May be an item for discussion at a second fall meeting.)

The district representatives are to compile their notes, develop a set of minutes, and forward copies to the WTCS Agriculture Consultant and the Agriculture and Natural Resources program leaders. It is also urged that a copy be sent to all of the identified participants whether or not they were at the meeting.

UWEX = UW-Extension

WTCS = Wisconsin Technical College System

G:/coop/ag/Policy Guidelines/District UWEX-WTCS Meetings.doc