

**COOPERATIVE EXTENSION CLASSIFIED STAFF ORGANIZATION (CSO)
HUMAN RESOURCES DEVELOPMENT COMMITTEE
AGENDA**

**Wednesday, November 5th 2:00-3:30 p.m.
Lowell Hall, RM. ?**

- 1. Good News Sharing / Updates - All**
- 2. Review Meeting Agenda - add any topics - All**
- 3. Committee Updates**
 - CSAC (2 min) – Kathie Bennett, Chad McClure
 - “Classified” Communications (2 min) – Chris Whalen
- 4. Discuss CSO Conference – All**
- 5. Ideas to strengthen our connection/communication between sub-committees & CSAC**
 - email’s from Lisa Lake?
- 6. Ongoing “Old Business”**
 - Completing FAQ’s and submit to Chad McClure (attached)
 - Angie needs to set up a “General Contact e-mail from our web site”
- 7. Work in Progress**
 - HR Task List – prioritize and volunteer (attached)
- 8. Other**
 - System Administration HR Office Site Visit (attached)
any ideas, changes, suggestions
 - Recruit volunteers to join our team
- 9. New Topics / Ideas**
- 10. Future Meeting Dates/Times (2009):**