

Southern District Resource Management Team Minutes of December 7, 2007

Present: Peggy Compton, Deb Ivey, Dick Pederson, Mindy Habecker, Angela Flickinger, Peg Reedy, Allissa Grenawalt, and Lesly Scott

Meeting Called to Order: Scott called the meeting to order at 9:35 a.m.

Minutes of October 17, 2007: Ivey made a motion, Grenawalt seconded to accept the minutes of October 17, 2007. Motion was unanimously approved.

Welcome and Good News Sharing: Pederson shared the following news. Dan Malacara will be later joining us for a budget update. Deb Jones has been selected to become the new District Director for the Western District on January 1, 2008. Sue Buck is leaving as of January 1, 2008 and Tom Schmitz will be the new Interim District Director for the Central District and will be 50% time as of January 1, 2008. John Shutske will be the new CALS Associate Dean for Extension and Outreach and Cooperative Extension ARNE Program Director. He comes from University of Minnesota and will begin here July 15, 2008. We currently have posted the Walworth Co 4-H Youth position as an associate position, so we can take a bachelors degree, but will look at masters level candidates first. This budget cycle we have built back several positions. In Columbia County the Family Living and CNRED positions have been increased in time. Dane County was able to build back one position, secure another position on steady funding and funds two other new positions. In Iowa, Richland, and Sauk Counties the WHEP programs expanded and Dodge County is also planning to expand its program; however, but also lost a couple of positions in this area too. As future opportunities and challenges, will continue to be tight for county and state budgets as we move into the future.

February 21, 2008 Southern District All Staff Meeting: A planning subcommittee will meet Monday, December 10, 2007 to plan this meeting that will be at the Sheraton. Part of our time will be spent meeting with our new legislative liaison in the morning. We will also be having the civil rights redesign team in the afternoon. So really don't have that much time to plan for the day. We may want the innovative grant recipients to report back to the group. Pederson also suggested that faculty and academic staff give presentations on their success stories at one of our all-faculty/state Inservices.

Conflict Management Team: Jeff Hoffman, Kathy Metz joined us from the Conflict Management Team. The team has 4 different professional development offerings for the District, which are described in an electronic handout from Boyd Rossing. The Conflict team can pay for lodging, meals and materials. The District would pay for the travel costs. Pederson is pleased that these are coming to the District, as it would be good to build a stronger capacity to deal with conflict. He thinks that there might be a resounding response to these trainings. The evaluations have been very good from the other Districts. These trainings are not just for faculty, but could also be for support staff in offices. There is also some prework that may be on a D2L site for the workshops.

Pederson would like to see this and the team agreed with him. The Conflict team is tentatively looking at making them available for these dates (would be narrowed down to 1 date per workshop) February 13,14 –A, 15-B, February 26, 28-A and February 27, 29-B, March 13-A, March 14-B. The February dates were favored by the SDRMT. The team will move forward with planning for these.

Budget Update: Dan Malacara joined us for an update on the budget. The pay plan 2% retroactive to July 1, 2007, and 2% for 2008 beginning later in 2008, and 1% at April 1, 2009. There may be an additional play plan, but details aren't known at this time. The 2007 increase will be seen in your February 1, 2008 paycheck and the retroactive pay will be about the same time. The 2% will be given across the board. Next fiscal year, may skim for merit and market, but not sure as must include for a cost-of-living index. Fringe benefit rates as of July 1, 2008 will be about 39% (projection). Cooperative Extension budget overall is pretty solid as this point at both the state and federal levels. Ninety percent of the county budgets are also doing ok. The department head increases have taken affect.

Discussion of the May 2005 WEB Survey Results and Emerging Issues: When the survey questions were asked in 2005, it was to help give focus to the charge of the SDRMT. The team was meant to be advisory to the District Director in managing resources of the District. **In May 2005 a mission was developed for the team that states:**

SDRMT Mission

“The Southern District Resource Management Team is to support innovative funding, programs, and professional development to address the needs and concerns identified by our Southern District colleagues.”

The 6 questions in their ranking of their importance to colleague in the very important or important categories included in order of their ranking most to least important

- Finding and funding professional development opportunities (43 votes)
- Exploring creative ways to develop and deliver programs, including multi-cultural models (40 votes)
- Disbursement of district one-time funds for special district projects (35 votes)
- Building and strengthening relationships with partners (WACEC and others) (29 votes)
- Leadership in a responsibility-based culture (exploring leadership roles in our jobs and offices) (26 votes)
- Investigating what keeps us working at a high level (24 votes)

Perhaps we need a focused meeting to look at the focus of our current team and also to look at the emerging issues along with our new programming issues for 2007? This will be a core piece of our next team meeting agenda.

Update on base and one-time funds in the District: We have a little more than \$30,398 as of November 1, 2008 in funds due to the vacancies. So we may wish to have \$25,000 for the innovative grant program and leave \$5,000 as a cushion for the District. The District has also accrued some base funds totaling \$10,699. These can be used to build back or create positions.

2008 Innovative Grant Program and Other Funding Proposals: The Team discussed how funds might be used for this and other issues perhaps professional development that would relate back to programming and an individual's professional development plan. We would need to set a specific amount and create requirements and criteria. We may wish to have a subcommittee to refine and develop this. The innovative grant information needs to go out this month. **Ivey made a motion "that we designate \$17,000 for innovative grants and \$8,000 for professional development"**. Habecker seconded this. Discussion occurred as to whether we want this to go into Pederson's professional development account to increase the request amount for each person. However, keeping it separate helps highlight the benefits of the resource management team although it would be more work for the team to administer the program. Pederson's office rarely runs out of money for professional development, but individuals are limited to a total of \$500. Adding our money to this could possibly give a larger cap so that an international experience or a more expensive conference could be attended. The team could put professional development money in issue areas where there are emerging needs to focus resources that could assist the entire district. The motion was voted on: Scott-yes, Habecker-yes, Reedy-yes, Grenawalt-yes, Compton-no. Compton wished for more money to be given to the professional development such as \$15,000 for grants and \$10,000 for professional development. Formed a subcommittee to work on the professional development consisting of: Pederson, Ivey and Grenawalt. Formed a subcommittee to work on the innovative grant consisting of: Scott, Habecker, Reedy and Compton to set the guidelines and update the website with this information. The proposal for Incorporating Horticulture into the Rock County Education and Criminal Addictions Program may wish to apply for some of these 2008 innovative funds.

Review 2007 Innovative Grant Recipients' Plans to Report Back to the District: We funded 4 grant proposals in 2007 for a total of \$9713. This could be part of the February 21, 2008 All Faculty inservice where we have about 1.5 hours of time in the morning. We could also have the reporting done over Wisline, but would be more difficult to share materials. There would be more recognition in a face-to-face and it also gives people a chance to give a professional presentation. The team agreed that the district meeting is the most appropriate place for this to occur with about 15-20 minutes per grant. This will also assist with marketing for the 2008 innovative grant program. The four recipients will also need to turn in a one-page summary that highlights the outcomes of their projects. This reminder will be done when the project groups are asked to present at the February inservice.

Update of Southern District Website: We will review the site and look at other district websites. We need to also think about all that we want on the site for resources. This discussion will be deferred until another meeting.

Other Business: At sometime we need to look at optimum staffing for each county in the District. We currently have some gaps in the District that need to be addressed. We need to consider how do we encourage optimum access to the University resources especially in counties that don't have full staffing?

Next Meeting: The next SDRMT meeting is scheduled for Monday, February 25, 2008 for a 10:30-3:00 pm meeting at the Dane County UW-Extension Office.

Adjourn: The meeting adjourned at 12:20 a.m.

Minutes submitted by Mindy Habecker