



UNIVERSITY OF WISCONSIN-EXTENSION
DEPARTMENT OF FAMILY DEVELOPMENT
Vice Chair Committee WisLine Meeting
Friday, September 28, 2007

Minutes

1. Call to order – Jane Jensen called the meeting to order. Members present: Jane Jensen, Cynthia Muhar, Linda Bruce, Bev Doll. Absent: Brenda Janke, Joan Sprain. Also Present: Donna Doll-Yogerst.
2. Certification of compliance with Open Meeting Law confirmed.
3. No additions were made to the agenda.
4. Adoption of agenda – Motion by Bruce, second by Muhar. Motion passed.
5. Review role of the chairperson – Brief overview and discussion led by Jensen.
6. Election of chair and recorder – Motion by Bruce, second by Doll to elect Jensen as Chair. Motion passed. Motion by Muhar, second by Doll to elect Bruce as recorder. Motion passed.
7. Update on mentoring teams – Lists are out of date. Additions and corrections must be made by each district vice chair and submitted via e-mail to Muhar. Doll-Yogerst will then post on department website.
8. Review Department of Family Development By-Laws and Appendices – Time was allowed for discussing these three items and raising concerns or questions.
By-Laws Section 2.08 Vice Chair Committee – Jensen will check with the Ad Hoc Mentoring Committee for additional input on this.
Appendix A Rotation for Elections – Jensen will review and update this.
Appendix H Roles and Responsibilities of Faculty Mentoring Teams – More discussion on this needs to occur at our October WisLine. A joint meeting with the AdHoc Mentoring Committee is also needed to discuss Appendix H.
9. Next meeting date – This will be set for some time in October 2007. Jensen will contact the Ad Hoc Mentoring Committee to try to arrange a joint meeting with them.
10. Meeting adjourned by Jensen with thanks from the committee for her taking on the role of committee chair.