

Professor's Committee Meeting

January 28, 2011

Holiday Inn Express, Stevens Point, WI

Called to order at 10:00 AM

Those attending: Mary Meehan Strub, Marilyn Herman, Chris Kniep, Faye Malek, Karen Dickrell. Joining via teleconference was: Joan LeFebrve, Marma McIntee.

Guests: Donna Doll-Yogerst, Laurie Boyce, Ann Keim, Lori Zierl and Mary Novak. Joining via teleconference were Judy Knudsen and Tedi Winnett.

Chris Kniep moved to approve the minutes of the last meeting, Malek seconded. Minutes approved to place on file.

Chair Mary Meehan-Strub challenged us with a question to consider as we began our discussions: **"How will Extension be better tomorrow because of this meeting today?"**

Mary challenged us to think about what we would hear as we discussed our roles and responsibilities. Laurie Boyce welcomed the opportunity to share dialogue. She suggested that this be an annual opportunity to discuss issues. We have a core common interest of program, people, capacity building, wisdom and dedication. It was noted that we have representation at the table with Lori Zierl as President of WEAFCFS and Donna Doll Yogerst as Department Chair. A variety of our Professors in the department are chairs and coaches in leadership roles in a variety of aspects for the department of family development and family living program area.

Evolution of budget/ strategic change/academic department head

We preserve and/or grow our resources. We may need to make adjustments over time. Federal Smith Lever Grants are looking at a 10-20% reduction. It is anticipated there will be decisions made by mid-March. State cuts are unknown at the time of this meeting but the range could be 8-12%. Feb. 27th Governor Walker will be sharing state budget. State CEAC will be meeting the day after the budget is announced. Salaries are in different aspects of the budget management system. County positions reside with the district director. Specialist positions are long term, integrated positions.

Flexibility of funding was questioned. There are limitations of how money can be moved around. Base funding is different for one term. There has not been discussion of changing the structure of funding i.e.: district/program area. The state Specialists had an opportunity to discuss future with Rick as he was doing his discussions last fall. State Specialist also met together at the State Conference last fall. Both the home campus and Cooperative Extension are looking at possible cuts. There are no line items for Family Living in the budget part of UW System. It was noted that UW System is asking for ability to manage the cut to Chancellors.

Update on positions:

*Iron County is at 80% and is now a tenure track position.

*Langlade County is at 80%

*Barron County is at 80%

Concerted effort to look at other positions:

*Waukesha is open/ once the Administrative position is filled then they will move on with Family Living position.

* Fond du Lac position has a 1.0 position approved

*Dane County has worked with Deb on leadership development. The new director has 25% program in Family Living as an academic staff person.

Interim positions were discussed and the positions are being reviewed by the Program Area, District Directors and Department chair. Concern about program coverage and an interim may not be hired to do the complete job, yet may apply for the position when it opens and can create some concerns. We were assured that the program area is aware of this issue and working to be sure people hired on interim basis have the qualifications to do the job.

Entrance into the department – we discussed entrance into the department and what is required. We discussed the minimum degree and academic preparation. A small work group worked on a definition from the department to look at the criteria. It was suggested the Department Chair Donna “re-charge” the group to look at this in more detail with Ann Keim.

Extension Associate positions are opened when a position is posted once or more. A MS within five years is expected. The Extension Associate plan was shared. The staff person and program area meet on an annual basis to review the plan. We currently have three Extension Associates.

Department Liaisons were discussed. Ann Keim is in leadership of the district liaisons. They participate in the 1, 2 and 3 year reviews. It is a collaborative effort. We discussed if there could be a closer connection between program area and department. The assignment of early mentor team has helped support new colleagues. We have made some strides to strengthen this. Donna links first year mentor as soon as possible. The liaison and mentor should meet together with the new colleague initially to support and understand one another. There is a checklist that should be shared. The first and second year annual review should include both the Department and Program Area. Face-to-face meetings are important. County based liaison working with county based faculty is helpful. Joint meetings take care of mixed messages.

Team Themes/Purpose

We are stretched in multiple ways. We are determining our niche, what we can harvest and next steps. There will be a restructure of leadership. The concepts are vague right now, it is a difficult process. We are looking for direction for program area.

Joan LeFebvre shared themes and issues and recommended to see the power point for more details. We are looking at the function of teams, roles and this will be shared at the upcoming Coaches/ Co-Chairs meeting. There have been questions about the specialist model, emerging needs, alternative models so we can be more responsive. We are striving to make connections on campus.

Scholarship/Leadership of Professors

Four Professors serve as chair/co-chair of teams; have served as coaches. There is the possibility of working with other program areas and shared specialists in core competency. We are working to bring teams together. Attention has been given to make sure the titles flow to other program areas.

Update on Specialist positions:

Mary Gruenewald position open

Housing Specialist open

Consumer/Linda Boelter/Gutter?

Reduced Nutrition Science position 4.5

Short term specialist for Childhood Obesity/Physical Activity

Boyd Rossing Open

The Family Living theme is to grow resources.

Evaluation Specialist through PD and E is now be recruited. Laurie Bakken will work with specialist on evaluation projects. Kadi Row has been hired to work on special projects such as Rent Smart.

Amber Canto will start next week with a two year project on Poverty.

Impact and Communicating Value:

A handout was shared. "The Public Value of Extension – Are of Value at Community Level." We need help in sharing the value we bring to communities. We need to explore growth agenda link, "Growing

People, Jobs and Communities.” Stronger families will bring stronger communities with an economic impact.

Marketing Issues: re: Monroe County. What does Family Living do? We need to help District Directors understand the work we do. It was shared there are CRD rumblings of the importance of program area, ranking systems; county survey process does rank issues. Where does family development work fit in? We need to be aware of our environment. Looking at the bigger picture of leadership role is important. We need to relate the value of families and impact to the economy. Suggested more spotlight brochures, more contemporary approach, elevator speech.

SNAP-ED:

Laurie is working on keeping people posted on what we know from the federal level as it comes to the state. State DHS Health Services is the contact. There is respect and support. Federal has a level of strength; on a local state level a small group will be meeting next week to look at the changes and the process of transition. There is an Advisory committee in place. It was shared that the Family Living Educators/Agents and Department will be connected in this transition. There is concern about impact, care, concern, accountability of not duplicating services already in the counties.

Web Page descriptors were shared; prefer using Family Living as an overall link with respective programs listed under it. Changes in SNAP-Ed will be built in with the faculty members. Joan shared a comment made of team restructuring and how some academic staff feels they are not valued the same way as others. We discussed implications of looking at Faculty Governance Unit reviews, elements of SIPR that have implications for relationships.

Strengthening the Department of Family Development:

We discussed how to create a greater connection with new members through the liaisons and mentoring programs. When matching the mentors we try to build on our strengths and the purpose is to guide and answer questions. We need to develop capacity to help them see the bigger picture. We are committed to people to make the time to continue this support to new faculty members.

Chairperson Meehan-Strub thanked our guests for attending and the rich discussion we had. We truly want to make a difference in our Extension work.

1:15 the group reconvened

Marma McIntee and Joan LeFebvre joined the group via teleconference. We also had Bob Cropp: Department of Ag/Ag Business; Bob Matysik 4-H Youth Development and Greg Hutchins, Secretary of Faculty join us via teleconference to discuss how departments are using electronic submission for department documents

Agriculture/Agriculture Business reviewed the process they have in place with Standard Rank and Promotion; Professor, and Tenure Faculty Review.

4-H Youth development has used the process with people submitting for rank change to Professor. The department has not looked at it with SRP because FTAC still needed a hard copy. In the fall of 2009 one person submitted electronic and two submitted hard copies. They have seven people on their review teams. People have been able to print back-to-back. They use a review sheet with a table of contents. Mary Detra does need two hard copies of information for the archive. Committee member could request a hard copy.

Greg Hutchins discussed a commercially developed product that some of the other Universities use for the tenure process. The process works for annual reviews, teaching research, service, curriculum vita. Greg did not recommend the program for Cooperative Extension.

We discussed the costs involved in producing the portfolio that included printing, staff time, formatting, postage, etc. We found out there are costs to using Share Point as well.

There will be a presentation at the JCEP Conference by Ruth Schriefer and Greg Hutchins.

MOTION: Marilyn Herman made a motion seconded by Chris Kniep that at a future face-to-face department meeting the Professors will share a suggested format for submitting various documents for electronic submission or promotion to professor. Motion carried.

Marilyn Herman will develop a draft and committee will review the format. The committee was reminded that an amendment to the Appendix requires ten days for review. The recommendation will be for promotion to Professor only. There is a plan to pilot test the digital submission, so an option will be made available to potential candidates if someone would like to pilot the process.

Culture of the Professor Committee: We discussed that the Professor committee is not always seen favorable if a negative decision is made on a submission for promotion. We discussed how we might gain better understanding and change the perception of the purpose of the committee. We discussed creating a single page document that has talking points of what it means to change rank. Included in the paper will be leadership, culture, value added of being professor, level of performance, how to achieve and document a promotion. What is it about the process that intimidates others? It was suggested that we host a reception at JCEP to share the process and recruit potential candidates. The time slot suggested was following the department meeting. (Note: Faye Malek and Karen Dickrell offered to organize this effort -- however, since the meeting; the time slot for the program at JCEP was reconfigured and is no longer available).

Strengthening the Department and Family Living was discussed earlier in the day. Marma suggested that we need to insure that messages are included in a variety of ways—in person, phone calls.

At the last Professors meeting we discussed that at least one Tenured Faculty Review be done prior to submitting for the rank change to Professor. The documents do not require this. It was felt that success at tenure review encourages the door opening for promotion. The mentor role is different with the request to promotion to Professor than the granting of tenure. It was suggested that if the Professor's

Committee chair be asked about assignment of mentor, the candidate refer back to the department documents for procedure.

Future meeting dates were discussed. Laurie Boyce had suggested that the Professors committee have an annual meeting with the Program Area to discuss common interests. Marilyn suggested that we meet quarterly as a committee of Professors via teleconference.

Upcoming Meeting Schedule:

May 5, 2011 10:30-12:30 teleconference

August 19, 2011 10:30-12:30 teleconference or possible face-to-face meeting

December 2, 2011 10:30 -12:30 teleconference

Motion to adjourn was made by Chris Kniep, seconded by Faye Malek. Meeting adjourned at 3:55 p.m.

Respectfully Submitted,
Karen Dickrell, Secretary