

Department of Family Development
Committee of Professors Meeting Minutes
Meeting conducted via teleconference

May 5, 2011

Met via teleconference 10:30 A.M. -12:35 P.M.

1. Call to order and verification of open Meeting Law Compliance.

Chair person Mary Meehan-Strub called the meeting to order at 10:30 a.m. The meeting was posted as required by Open Meeting Law Section 19.84 of the Wisconsin State Statues.

2. Roll Call- Members present: Mary Meehan- Strub, Marilyn Herman, Joan Le Febvre, Marma Mc Intee, Chris Kniep, Faye Malek, Karen Dickrell. Donna Doll Yogerst was taping. No guests.
3. Approval of January 28, 2011 minutes: Marilyn Herman moved and Chris Kniep seconded to approve the minutes of the January 28, 2011 minutes with suggested corrections and placed on file. Motion carried.
4. Follow-up from Dialogue/Discussion with UW Extension Family Living Program Director and Strengthening the Department of Family Development and Family Living Program Area.

The group discussed the fact that they appreciate the honesty Laurie Boyce and Ann Keim brought to the meeting in January. There are challenges with how decisions are made with the district directors and county partners and do not always include the program area as we would hope. We discussed how Laurie Boyce/Program Area should be included in the process earlier. Discussion followed on the role of the district director with the department and current issues and how they are being handled.

Joan LeFebvre also shared how she approached the announcement of her upcoming retirement, what she shared with the state program leader and district director. We discussed how we might need to tailor the letter she provided as a discussion paper of how to assist department members in planning for their retirement. We also discussed the department chair role, department head and the faculty governance unit chair if that is a different person. We need to assist the department members in the transitions that may need to be addressed.

Some of the ideas we discussed are tips of what are next steps, communication, need to be proactive, position within the program area, department and a discussion on the importance and value of the position. We need to develop help and assistance with the transition. Communication seems to be vitally important – with a variety of partners.

Marma shared information regarding the Life Course model – pilot maternal/child health partnering with public health. Program delivery will be different. Terminology may cause confusion with county board members as to the role to Family Living Educators and Public Health. We also discussed the WI Healthiest Family Initiative that is in 52 counties and how Family Living programs are working together. The UW Extension contact is Pence Remington. We need to be proactive with the implications for the program area/department. There is an awareness of perceived duplication and how it affects our appointments. We need to clarify the difference of the programs. We need to be more proactive rather than reactive in both the program area and the department. Be aware of perceived duplications of programs.

Marilyn Herman suggested we should think about the exit reports and faculty capacity. We discussed the importance of an exit report as people resign/retire. We discussed how to include the unique scholarship in the exit report. It was suggested that there be an information sheet, the unique scholarship contributions.

Joan will draft a format for us to look at in the future that focuses on the scholarly work as a Family Living Educator. Marilyn Herman and Marma McIntee will assist Joan in the prep work. Chris Kniep volunteered to review the materials.

Transition Making Component- As department member's transition out of the counties we need to make sure that we have the following components:

Department Chair is included in discussion regarding the position (Donna) she may need to charge the Professors to move forward on this topic. Retirements and resignations may not fit the same expectations. We discussed the implications of next steps.

Representation from the department and program area is important

Motivation of moving forward to explore the needs to fill the position.

Include factors of exiting the system and how retirements are viewed

University Committee has a draft of a resolution of temporary fills for the positions if needed, setting suggested guidelines and parameters. The resolution will be reviewed at the May University committee.

We discussed whether to have a motion or not. It was determined that we would make a recommendation to the Department Chair:

The committee of Professors recommends the following three areas that are critical to the quality of our departments including:

1. Information on the initial process of evaluating the position.

2. Working with County Committee/County Administration/District Director/ Department Head to articulate the needs for a faculty position with the decision makers.
3. Encourage Department members to include their scholarship contributions in the exit report.

Everyone was in agreement that we should forward these concerns on to the Department Chair, Donna Doll-Yogerst.

Other issues: We may need to work with Greg Johl to see how our electronic submissions on the “Instructional Value of Faculty” piece shared at JCEP and how that will work in real life. It has meaning to department members, not so sure it would have meaning for others at this time. We need to check with Donna on who/how it will be posted on the web site.

5.) Role in Advocating for Family Living Educator Positions

Discussed the Waukesha position and if we should do a resolution. Question raised as to who it should be sent to: Dean, University committee, Faculty Representative, Chancellor and the local level as a possibility. We discussed how a local committee might respond to a memo from our Department, and decided it would vary from county to county. We need to continually work at educating our county partners.

Questioned if other departments have positions being filled or not? Hiring suspension is currently in place. Is this unique to family living department or is it across the board? CRD positions have had complications Barron/Chippewa – Barron half and the Sheboygan CRD. Pierce CRD is currently open. Trempealeau County back filled on county dollars. This led to the University committee discuss of how back fills are filled. Does the interim position meet the criteria for a faculty position?

Youth Development and Agriculture appear to not have issues. It still depends on the counties. There is a concern with positions being open for a number of months, then why is the position needed? There is a concern about the trends that might be established.

Chris shared the resolution on faculty back fill/temporary fill as an email during the discussion. “Temporary” hire was used in the wording of the resolution. We don’t want to risk losing the support. It will go to the Dean, Associate Deans, those in decision making roles, program areas, academic department chairs.

Additional points: Identify issues facing individuals and families in these financially difficult times, connections with community partners, building capacity with families and communities and include our subject matter base that we have this support in communities.

Question: Do we formulate a resolution and forward on to Donna? Do we do this on behalf of the department or forward a recommendation to Donna? Professor committee should take a leadership role in an area on behalf of our colleagues. Two steps – move forward from Professor and then move it to the department. As Professors, this is what we believe.

Timeliness may be a factor, proactive. May want to include – participation in the future configuration of faculty members as the Dean moves forward with filling positions. Chair Mary Meehan –Strub asked Chris Kniep and Karen Dickrell to draft a resolution and then share electronically with Professor Committee and then move forward. Electronic approval from the committee.

Chris Kniep made a motion to prepare a draft resolution affirming the value of Department of Family Development position in counties that would be sent to Dean, University Committee, Extension Administration, Academic Department Chairs, Secretary of the Faculty and department members. Faye Malek seconded the motion. Motion carried.

Draft will be routed for input, then approved via electronic vote to move it on.

Mary Meehan-Strub clarified the different work that Joan, Marilyn and Marma will be working on as compared to this resolution.

Present motion promotes maintaining Faculty status of positions as we experience retirements and resignations.

Criteria for entering the department was discussed. There are certification programs available at several universities in the state. We will need to

6. Implications of SNAP-ED Budget Strategies

Laurie has provided background on the one time funding for SNAP-Ed programming. Strategy #2 was discussed and shared in the document shared. Where is the funding for supplementing with one time dollars coming from? Her response was sent via email. We don't have answers to the source of funding for professional development; we think indirect funds from the grant will support the professional development funding needs.

We will ask that Donna Doll Yogerst and Mary Meehan -Strub request that WNEP information be shared with all Family Living Educators.

7. Culture of the Professor Committee – we covered in earlier discussions

8. Electronic – Online Promotion Materials – Professor Candidates – Marilyn Herman

9. Promoting – Encouraging Professor Candidates

What is needed? What do we need to do? There is a list of potential candidates that have at least five years beyond the Associate Professor ranking. Donna sends a letter to all of the potential candidates. It

was suggested we give personal contacts to potential candidates. Have any candidates been encouraged by the Faculty Tenure Review process as candidates to consider seeking promotion?

10. Department Web Page Updates –for next meeting, agenda item

11. Election of 2011-2012 Officers: Nominations for the chair position. Karen Dickrell nominated Mary Meehan -Strub as chair of the Professors. Second by Chris Kniep. Joan Lefebvre moved we close the nominations and cast a unanimous vote. Second by Chris Kniep. Motion carried.

Nomination for secretary position: Nominations for the secretary. Marma nominated Faye Malek. Seconded by Chris Kniep. Marma moved we close the nominations. Second by Faye Malek. Motion carried to close nominations. Motion carried with Faye Malek as Secretary.

Roles effective: July 1, 2011.

12. Filling Pending Committee Vacancies: Donna has asked Marma McIntee to fill the one year position vacancy.

13. Future Meeting Dates: August 19, 2011; December 2, 2011 via teleconference 10:30 -12:30

14. Other business/concerns (for discussion only)

Thank you to Karen for her role as secretary of the committee and wish her well as University Committee chair.

Thank you to Joan – wishing her all the best in her next stage of life! The value of Joan’s wisdom and guidance shared with this committee and the department as a whole will be greatly missed. The leadership shown in the department as well as the program area is much appreciated.

Thoughts were shared with Joan thanking her for her many years of service to the department. We appreciate her guidance, wisdom, program development and scholarly work. (Complete thoughts available on Memorex tape!)

Thank you to Mary Meehan-Strub for her leadership as chair for being organized and planning our future. Our department is in good hands!

Faye Malek moved to adjourn. Marilyn Herman seconded. Motion carried.

15. Meeting adjourned 12:35 p.m.

Respectfully submitted, Karen Dickrell Secretary