

**Department of Family Development
Research and Studies Committee Wisline Meeting Minutes
February 15, 2011**

Co-chair Patti Herman called the meeting to order at 1:03 p.m.

Members present: Mary Wood, Mary Novak, Sue Allen, Patti Herman, Julie Keown-Bomar

Patti Herman noted that the meeting was posted by Mary Detra.

Sue Allen moved to approve minutes of the February 9, 2011 meeting. Julie Keown-Bomar seconded. Motion passed.

We reviewed the latest draft of *Appendix F.1, Procedure for Department of Family Development Publications*, prepared by Patti Herman based upon our input at the 2-9-11 committee meeting. We agreed to the procedures as outlined in this latest draft. We talked through a number of suggested edits to increase clarity and accuracy, arriving at consensus. We agreed that Patti would make these edits and submit the document to us for one last proof before she sends it to DFD Secretary Peggy Nordgren and DFD President Donna Doll-Yogerst. Peggy must send proposed by-law changes to DFD members at least 30 days in advance of our April 5th DFD meeting. Appendix changes are due March 20th to Peggy.

Julie Keown-Bomar will present the proposed changes as co-president of this committee. Proposed changes were drawn from department documents and also documents from 4-H YD and CRD departments. We recommended changes that endeavor to clarify the submission process, that will hopefully increase the number of scholarly articles submitted by department members, and that will ensure the Research & Studies Committee has time for due diligence in reviewing submitted papers.

Meeting adjourned at 2:00 p.m.

Respectfully recorded and submitted by Sue Allen.