

University of Wisconsin Education, Extension and Agriculture Committee
Thursday, July 16, 2009
James P. Coughlin Center – Volunteer Room

Members Present: Tom Widener, Susan Locke, Paul Eisen, Nancy Barker, and John Reinert.
UW-Extension Staff: Chris Kniep, Nick Schneider, Catherine Neiswender, and René Mehlberg. **Other present:** Tom Egan, Winnebago County Fair Association President

Meeting called to order at 9:00a.m. by Chair Tom Widener.

Comments from the Public related to items on the Agenda: None

Motion to approve June 18, 2009 meeting minutes as recorded by Eisen/Locke. Motion carried 5-0.

UW-Fox Valley Update – Tom Widener: No meeting update. Grand Opening of Communications/Arts Center is September 12.

Fair Association – Tom Egan: Preparations are going well. Traffic on County Y will be open West-East one-way to get into the grounds. However, traffic will not be able to go East-West. Egan personally invites all Extension Committee members to the Open Ceremony at 5:00p.m. on Tuesday, August 4 in the Expo Building.

Department Updates – Chris Kniep:

Passed out a “foldable” as a note taking method and explained how to use it for the meeting.

2009 Budget Up-date: Shared 2009 budget-to-date pointing out that a majority of income from outside sources are already in, which is ahead of schedule. Kniep is monitoring the fringe expenses as they have increased. She does not anticipate the need for budget transfers this year.

2010 Budget Proposal: Budget was mailed to committee members with key areas highlighted. Kniep’s budget meeting with Harris is Wednesday, August 5. Widener will be attending the budget meeting.

UW-Extension Furloughs: The staff learned about furloughs earlier this year with details still evolving. In the 2009-2011 biennium all state employees must take 16 days (8 each fiscal year) of furlough. Each UW institution negotiated 4 mandated furlough days with 4 flexible furlough days. Kniep is working through implementation details with Harris and Human Resources Karon Kraft. Kniep is keeping communication open with the County Executive and all other clientele.

UWEX Staff Updates: Chad Cook, Water Basin position, was originally cut in the state budget, but funding was secured for the 2009-2011 biennium.

Schneider and Neiswender highlighted the work of Laura Bahn, the summer intern working with them. She is interviewing producers who direct market their products. The results will help guide future programming efforts. With Neiswender, she is developing an instrument to survey and interview municipalities on their green practices.

Schneider is working on his tenure document to submit this fall for promotion.

WNEP Proposal Update: Following the July Extension Committee meeting, Kniep forwarded the committee questions on to Bev Phillips and Darlene Kramer. Due to vacation schedules and other commitments, when the meeting agenda was drafted July 8th, some of the questions remained unanswered and information was missing. On July 14th, Kniep was very pleased to hear from Phillips that there is a possibility we can access some of the excess cost share dollars generated by the project. Kramer and the Family Living Educators will be meeting August 5th to discuss the growing needs, how to address them and draft a proposal for accessing the dollars. Likewise, the direct and indirect cost share information has been received and will be ready to share in August.

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Program Reports: Family Living Education – Chris Kniep: Kniep shared an overview of the tenure process and the tenure faculty review process. After faculty are granted tenure, every five years faculty document their work, reviewed by their peers, to prove you are continuing to do the work expected of a UW-Extension faculty member. If you're not, then there is a professional improvement plan to get back on track.

Kniep's review is schedule for July 23rd. She shared one piece of her Tenure Faculty Review document with the committee and passed around the actual document for the committee to see. She focused on 4 key elements: Family Living Programming, Administration, Professional Contributions and faculty contributions. She highlighted the key components of the document to the committee.

In her role as an Extension Educator there is a variety of ways to teach and something at which Kniep is very skilled. A recommendation from her 2004 Tenure Faculty Review was to share her teaching expertise with others. The "foldable", being used as a teaching technique and incorporated in a poster session/presentations at the state and regional levels, is a direct example of following the recommendation from the previous review.

Comments by Committee Members: None

Next meeting is Thursday, August 20 at 9:00a.m.

Meeting adjourned by Reinert/Barker at 10:19a.m. Motion passed 5-0.

Respectfully Submitted by:
René L. Mehlberg, Recording Secretary