

**PERSONNEL AND ORGANIZATION DEVELOPMENT COMMITTEE
MEETING JANUARY 21-23, 1998
SAN ANTONIO, TEXAS**

Present:	Chairperson, Judith Barth	Milan A Rewerts
	Sally Horton	Peggy Powell
	JoAnn Gruber-Hagen	Linda Webb
	Barry W. Stryker	A. J. Dye
	Mary Jane Willis	Keith Niemann
	William L. Peterson	James L. Smith
	Harold R. Benson	
	Maurice W. Dorsey	Absent: Henry Brooks
	Larry R. Arrington	Jerry Whiteside
	Starlene A. Taylor	Larry Tidemann
	Daniel Lyons	Preston Jones
	Raymond Bosmans	

A. The meeting was called to order by Chairperson Barth. Barth asked members to introduce themselves by telling the group about someone who influenced them or some defining moment that contributed to their approach/philosophy about personnel and organizational development.

B. The agenda was reviewed and amended after in-depth discussion.

C. **Subcommittee on Extension Diversity** (SED & Urban Task Force)

Maurice Dorsey and A J. Dye

Dorsey referenced the document "Pathway to Diversity", which was prepared by a Strategic Planning Task Force on Diversity, October 1991. He reiterated the significance of this document for today. Dorsey also mentioned that a report on Diversity would be made to ECOP in Corpus Christi, TX in February, 1998. A panel will handle this task. He stated that there would be an unveiling of the Recruitment, Selection and Retention document at this time. Dorsey circulated a copy of the Urban Task Force Report (September 1997) to ECOP-PLC. Each member was requested to read this report. Dye stated that he served on the subcommittee and was influential in helping to fill the vacant terms which existed on the PODC subcommittee on Extension Diversity.

Subcommittee members suggested to be appointed by Regions:

Northeast: Kathy Castania - New York 1996-1999
Maurice Dorsey - D.C. 1998-2001

West: Jan Norquist - Arizona
Cathy Martinez - Colorado
Wendy Hamilton - New Mexico
Linda Garcia - California

North Central: May Mong
Juan Moreno
Susan Damme

South: Daniel Travis - Virginia
LaVerne Blount - Alabama
Mary Jane Lett - North Carolina (Cherokee Reservation)

Dorsey shared with the committee a copy of the booklet “**Urban Extension: A National Agenda.**” The next Urban Task Force meeting is scheduled for March, 1998 in Atlanta, GA

D. Recruitment, Selection, Retention - JoAnn Gruber-Hagan

JoAnn gave a brief history of the committee on recruitment, selection and retention and its purpose. After some discussion about the inter-workings of the committee it was reported that based on the Committee’s findings, very little was being done in this area. JoAnn reported that Dr. Curtis Gear, a retired Extension faculty member in Wisconsin, has been giving leadership to this effort. Pat Calvert has finalized the report. During Dorsey’s and Dye’s presentation relating to diversity, a statement was made that a report would be given to Directors and Administrators in Corpus Christi, TH on Recruitment, Selection and Retention. Dye is coordinating this report.

E. Administration Management Meeting - James L. Smith

James gave a report on his meeting with the Administrative Management Planning Committee. The Administrative Management Training meeting is scheduled for April-24, 1998, in St. Louis, MO. Approximately fifty subject areas will be offered. James stated that there is still a need for presenters. Individuals had until February 27, 1998 to submit proposals for discussion. Phil Carter, USDA, is providing leadership and coordination for the training along with Extension faculty at the University of Missouri and Lincoln University.

F. ECOP - JoAnn Gruber-Hagan

JoAnn’s report focused on her last meeting with ECOP. She stated that ECOP approved James L. Smith as Chair-Elect of PODC.

JoAnn also brought the committee up-to-date on the status of The Engaged University paper. This paper is now being finalized by PODC and will incorporate all of the **appropriate** recommendations/suggestions made by committee members and others. A letter dated November 26, 1997 from Dave Rogers, Chair PODC Outreach subcommittee, to Judith Barth, Chair-PODC, identifies the work needed to finalize the paper.

During JoAnn’s report, Milan shared with the committee a draft communication prepared by Jim Christenson. The draft was divided into three themes which were:

1. The political economy of Food, Fiber and Natural Resources issues.
2. Cooperative Extension focus on Food, Fiber and Natural Resources in rural and urban areas.
3. Food Chain Dynamics and the role of Cooperative Extension.

The committee decided to appoint a subcommittee to discuss this draft and make recommendations.

G. NELD Report - Sally Horton

Sally reported that the first session of NELD was held September, 1997. A new technology was introduced - a portable decision support computer lab. The utility of this technology was discussed by participants. Some thought it was a good idea but others still desire to talk with each other. The focus of the first session was leadership and ethics. The international trip was discussed to determine possible location. Other relevant foci were family involvement and whether NELD was actually preparing individuals to be leaders within the CES.

H. Administrative Advisors - Harold Benson and Milan Rewerts

Milan mentioned that the Engaged University paper had been well received by ECOP and whether PODC should focus more on futurism. Milan also identified several vacant positions in Colorado. Other members did the same.

I. JECF - Linda Webb

JECF will be meeting with ECOP in Corpus Christi, TH in February. Judy asked a question about whether there were funds from JECF to help with Extension programming. Linda stated that this was being reviewed and evaluated. Linda further stated that a request for proposals had been sent out to support Work/Life Issues on Extension employees.

J. Teleconference - National Center for Diversity -

JoAnn Bankston 9:00 am, January 22, 1998

JoAnn Gruber-Hagan organized and coordinated the teleconference between PODC and JoAnn Bankston.

During the teleconference the following items were discussed:

1. Review of activities and accomplishments of the Center
2. Budgets and Revenue
3. Regional workshops
4. Public workshops
5. Issues for which NCFD can provide a training response
6. Strategies for promotions of revenue generators

After a lengthy discussion about the Center's mission, budget, revenue, workshops, etc. the committee decided on the following:

- a. May need to conduct a more comprehensive, impact evaluation of the Center's activities.
- b. Establish working group or technical advisor to help with a marketing strategy or plan.
- c. Review the role of PODC as this pertains to the Center and diversity.

WORK GROUP REPORTS

K. Engaged University - Linda Webb

Linda made a brief presentation about this paper but recommended that Judy submit a final copy to ECOP through appropriate channels. The subcommittee will spend additional time on finalizing the paper.

L. Alternative Revenue Streams - Judith Barth

Judy stated that she would present a draft of this report to the subcommittee (PODC). The draft will be updated and revised as needed by the work group. This was to take place during this meeting.

M. Human Resources Discussion - JoAnn Gruber-Hagan

JoAnn, in the absence of Jerry Whiteside, gave the report for the work group. She stated that additional work was needed and resources identified. The work group will continue to function and bring this task to fruition.

N. GPRA - A. J. Dye

A. J. Reported that efforts on GPRA were moving ahead and we should continue to use the information we have. Colien Hefferan is coordinating the current efforts to align the research side with Extension.

O. Other

A. J. Discussed representation from 1994 Institutions. Efforts will be made to seek representation on PODC.

P. Committee Issues and Priorities for 1998 - Judith Barth

After a lengthy discussion with significant involvement of committee members, PODC decided to focus on the following through work groups.

1. Organizational change
2. Training
3. Agricultural/Social issues - Input to J. Christenson Report to ECOP.
4. Funding

Subcommittees met Thursday PM and Friday AM.

PODC reconvened on Friday for Subcommittee reports (attached).

Next PODC Meeting will be May 18-20 at the Virginia Beach Resort and Conference Center.

Meeting adjourned at 4 PM, Friday, January 23.