

**PERSONNEL AND ORGANIZATIONAL DEVELOPMENT COMMITTEE
(PODC) MEETING
September 22-24, 1993
San Francisco, California**

Attendees: Roger Fletcher, Chair; Milan Rewerts, Chair-elect; Rosalie Bivin, Michael Brazzel, Patricia Calvert, Dorothy Freeman, Lu Harper, Stuart Hawbaker, Chinella Henderson, Nicki King, Ron Ual, Jane McGonigal, John Pelham, Steve Scheneman, Howard Scott, Anne Sheelen, Gene Spory, Reginald Taylor, and Peter Horne and Jim Christenson - Administrative Advisors. Others in attendance: Curtis Gear, Lincoln Moore.

Absent: Lawrence Carter and Benny Lockett

Roger Fletcher welcomed PODC members; introduced Jim Christenson and Peter Home, new administrative advisors; and introduced Terry Gibson, new PODC member as of November 1993.

The agenda was reviewed.

LIAISON REPORTS

Liaison Reports - received via e-mail.

ECOP - Roger Fletcher

SPC - Milan Rewerts (See Handout 1)

NELD -

No report sent. New NELD site - Ohio State.
Assembly in November in New Orleans-including meeting of advisory committee.
Jerry Apps and Jo Jones will be with us tomorrow.
Directors will be encouraged to attend assembly.

Distance Education - Pat Calvert

Report in final stages. Terry will walk PODC through the recommendations when the report is published.
Roger inquired re archiving PODC materials, and possibility of archiving electronically.
Pat said it's feasible (on Almanac) and desirable.

Building Communities Task Force - Dorothy Freeman

Current question is if this Task Force did nothing, what would happen.
Considering a template approach to understand concept and process.
Looking for "catalysts activities so it isn't a committee working on it but it's happening in the system, so people are invested and it's a part of our work.

COMMITTEE REPORTS

“Managing Change in the 21st Century” (See Handout 2).

Jane McGonigal brought PODC up to date on progress of this module, materials developed and available, and strategies to launch this module. Jane, Judy Meier and Louise Cyr deserve compliments for the exceptional work on this package/module. Many others contributed including past PODC chair Anne Sheelen and PODC Chair Roger Fletcher. Anne discussed plans for marketing the module to include distribution.

Human Resource Development

Competencies - Steve Scheneman (refer to written report). Feedback and recommendations given on competency categories - pull out and list as core competencies diversity and pluralism and distance learning and communications.

Human Resource Management Issues Forum - John Pelham

Conference in St. Louis at Marriott Airport. Concept paper draft was distributed.

Futuring Plan to Systematically Address POD Needs - Pat Calvert (See Handout 3)

Leadership Standing Committee - Ron Leal (See Handout 4)

Jim Christenson recommended communication from PODC Leadership subcommittee to regional NELD/leadership efforts so regional efforts could look to PODC for connection/leadership, and so communication about what we are doing is two-way.

National Task Force - Public Issues Education - Lu Harper

Document approved by ECOP with minor changes. Lu reviewed the document and implications for PODC. Clarifying discussion followed: "Public policy education" versus "public issues education." Nicki distinguished between issues of broad public concern requiring educational information, and "policy education," being information about a pending policy decision (e.g. Clinton's "selling" his health care package).

Roger redirected discussion to focus on possible PODC role. Should/can PODC ask the core competency sub-committee to provide leadership in defining PIE staff development priorities. Dorothy suggests the contentiousness of issues cause people to withdraw from educational programs that carry any potential for controversy. Update module 6 of Working With Our Publics or develop new materials are activities PODC could do. What is the role of Regional Rural Development Centers in this?

AGENDA (for Futuring)

- Review mission, functions, operations, communications linkage
- List current activities
- Vision
- List and prioritize most important things that need to be done
- Action planning

Futuring

Current Projects

- Marketing, distribution and evaluation, electronic component of "Managing Change."
- Develop a system, long range, professional development prioritization plan.
- Core competencies needs assessment and ability to evaluate the competencies of current and future personnel. Identify in-service needs for the system.
- Human resource management issues forum - identify gaps in the system.
- Achieve diversity and pluralism in the Cooperative Extension system.
 - Council on Diversity in Extension
 - Liaison with Center for Extension Diversity
 - Annual Cooperative Extension Service Awards for diversity
 - Monitor system progress on strategic plan for diversity
- Leadership development in the national system and regional NELD and base program on leadership development.
- Futuring - develop and operate process to ID future human resource and organizational development needs and issues.
- Joint PODC-PLC building community task force.

Things we've been asked to do:

- Public issues
- Strengthen capability of Extension faculty
- Develop system of issue and clientele ID considering faculty training and skill development
- Curriculum needs for Directors/Administrators
- Opportunities for strengthening communication between regional groups and ECOP committees

Last year's futuring session

- Understanding throughout the system - how the system connects - networks communication - information.
- Increasing the diversity of Executive recruitment.
- Criteria for Executive selection that addresses the needs of the system.

(Break for committee work)

- Roger provided orientation for new members.

PODC

Futuring Session - Michael Brazzel (See Handout 5).

Accomplishments

- Managing change curriculum - This is a model for quick turnaround in addressing high priority needs.
- Developed a preliminary list of core competencies.

- Continued support for committee members - orientation for new-comers and support for those who leave.
- Field staff members selected as chair-elect, changed the process for selection of members to provide diversity.
- Process of joint PLC/PODC committees working well, e.g. building community committee, PLC involved in “managing change” project.
- PODC representatives worked on Public Issues Education Agenda for action.
- Human resource management issues forum planned and scheduled.
- Sub-committees process works well and are on track.
- PODC is prototype for using e-mail to communicate.
- Center for Diversity in Extension established and new people hired and provided support for establishment.
- Had role in selection of NELD Class III and Land-Grant Presidents Forum.
- Convened 3rd council on diversity meeting and produced 3rd report.
- Process for being more strategic and futuristic in organizational and human development.
- Managed and reviewed nominations and made recommendations for 3rd round of national award for diversity - around 100 nominations.

Mission review

(Refer to PODC Mission, Function, Operations statement) Name - "human resource" rather than "personnel?" - no change. Organizational aspects we have been involved in? - okay.

Functions review

Add: "Promote and assess system progress toward achieving diversity and pluralism" after the First paragraph.

Operations and Communications Linkage

PODC communicates formally to ECOP through the chair, and Interactively with the system using available methods and electronic technologies.

Executive committee will develop a statement re communication with the system that considers protocol, mechanics and content (a communication plan).

Vision

Stretches - Strike force
 System feels ownership
 Reinvent Cooperative Extension system (Educational Outreach)
 (Invent a new Cooperative extension system) - needs a shared vision of what to reinvent toward
 A new form of scholarship and type of agent - new forms of HRM
 Needs of people and technology - new kind of County Extension office technology - teaching, learning new skills
 Find a way to support our staff as they respond to ongoing pressures and "white water"
 - committee's work should get down to the counties and clientele

Models of Extension organization pros and cons

Joint PLC and PODC Meeting

NELD - Jerry Apps

Jo Jones

Jerry discussed NELD, its origin, its themes, its progress, its success and its essence. Jo presented the concept Ohio State plans to follow and the team of four that will lead NELD the next three years. "Meeting Change in the 21st Century" was reviewed by Jane McGonigal and promoted/marketed by Anne Sheelen. Public Issues Education was discussed by members of the Task Force.

September 24, 1993

Goals for 93/94 - (Recommended by group efforts)

- A. Human resource management
- B. Diversity and pluralism
- C. Core competencies - Assessment tool, National Professional Development Plan
- D. Future Extension Organization
Function: Form: OD Implication/System, Change, Reinvention
- E. Communication, Information, Networking, Interactive
- F. Public Issues Education - Competencies
- G. Training needs of Directors/Administrators
- H. Strengthen capabilities/capacity of faculty and staff
- I. Leadership development
- J. Futuring (vision, stretches, reinventing, organizational development)

Results of Voting on goals

(1 through 6 - Focus for 94)

- 1. Human Resources Management - 21
- 2. Future Extension Organization-Strategic Planning - 19
- 3. Diversity and pluralism - 18
- 4. Core Competencies - 17

5. Public Issues Education - 16
6. Leadership development - 15
7. Futuring - 10
8. Training needs of Directors/ Administrators - 6
9. Communication, Information, Networking
Brief description (1-2 sentences) (John Pelham, Milan Rewerts, Nicki King, Curtis Gear, Anne Sheelen, Lu Harper and Terry Gibson) to describe/define each goal. (See Attachments.)

Roger asked current Committee Chairs to put committee reports on e-mail to PODC within a week.

PODC - SED - Curtis Gear (See Handout 6)

Kellogg proposal for 'A National Center for Diversity' proposal.

Four members of PODC agreed to provide feedback on the proposal to Curtis Gear.

January Meeting - 26-28 Orlando, Florida, Lawrence Carter-Host

May Meeting - Week of May 16

SPC 16-18, Joint 18, PODC 19 & 20 – Location to be announced

September Meeting - 21-23, Branson, MO

Milan A- Rewerts

Chair-Elect/Secretary

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