UMEA Board Meeting

June 19, 2013

Via Adobe Connect

1-4:00 p.m.

Members present:

Vivian Mason, Melissa Bess, Kathy Macomber, Rebecca Blocker, Sarah Denkler, Amie Schleicher, Kevin Hansen, Cynthia Crawford, Janet Hackert, Kay Sparks, Pat Miller, Marcia Shannon, Julie Middleton, Meridith Berry, Kathy Dothage, Tish Johnson, Crystal Weber, Kandace Fisher-McLean, Zac Erwin, Lucy Schrader, Becky Travnichek

The meeting was called to order at 1:05 p.m.

Vivian reviewed the board meeting agenda. Amie would like to add a report for the nominations committee under committee reports.

Vivian presented the board meeting minutes from April 17, 2013. Julie Middleton made a motion to approve the minutes from April 17. Pat Miller seconded the motion. Motion is approved and motion carried.

Vivian presented the Treasurer’s Report as of June 1, 2013. The current checking account balance is $7,045.17. Becky is currently in the process of shifting the endowment funds that were not earning interest into the endowment account that will. She is also awaiting an invoice for the meals at Legislative Day. As soon as all of these items fall into place, Becky will send an updated financial report to the entire board. Pat Miller made a motion to accept the treasurer’s report. Meridith Berry seconded the motion. Motion is approved and motion carried.
Vivian reviewed the questions for Cabinet. There are no addition questions, so we will focus on the three questions that were already received.

**Questions from UMEA: Beverly Coberly and Joy Millard**

1. *I am worried that if the county and regional councils don’t feel they have had an appropriate level of input in the staffing plan or who will be in their counties that it will cause a lack of support for county funding. It may cause us to lose some of the funding that these county based regional specialists have worked so hard to get or maintain.*

Bev responded to this concern. Bev hopes that councils did provide input into the staffing plan and it was designed in that way. Regional councils also had input into these. We may define the word “appropriate” differently, but we hope they have provided input. We want to try avoid disrupting the stream of funding and support. It comes down to regional programming and coverage for that. We have tried to work with counties to provide positions for program coverage.

2. *A professional development proposal for presenting at national meetings and to attend national meetings has been sent to the cabinet. When can we expect a policy on professional development by the cabinet?*

Joy responded to this question. The RDs and PDs have provided input into that document and made some small changes. Those changes were: under 3A- anniversary date should be MU Extension; 3C – was added as its own category – previously was a bullet under AB, wording- added per presentation, per year; applications should be submitted to the RD at least three months; the policy will be evaluated after one year to determine viability and continuation; it is strongly encouraged that specialists notify RDs before applying to present. The application form was also updated to reflect the suggested changes. There was concern that this policy would not be in agreement with the previous policies that restricted participation to just those who were presenting or on committees. Dr. Ouart is going to check on that policy and make sure we are not in conflict.
3. **Regarding a nutrition position in the urban-west region – Is that position tied to USDA dollars, as some thought it was in the past, or is it funded through campus dollars?**

Almost all positions are funded through multiple streams. All nutrition positions are funded through USDA (Co-op, Smith Lever B and C, SNAP-ED) and a combination. That position is probably a mix of USDA and campus dollars. If you want more specific information, you can contact Bev with that specific position and she can answer that.

**Administrative update: Beverly Coberly and Joy Millard**

- The staffing plan has been brought forward; Cabinet has reviewed that complete list and is figuring out how to release them in a way that sets for the future. The releasing of those positions is going to a process to avoid a “banked” release of a lot of positions at the same time. Administration has also asked for an on-campus staffing plan.

- Chancellor Brady Deaton has announced his retirement and will become effective in November. The Board of Curators announced at their meeting that their goal is to have that position refilled by November.

- Last week the board of curators has approved partner benefits for health benefits. Be watching for more about that information.

- ETCS, 4-H, FRTI have moved into a new space at 1110 S. College. Whitten Hall is undergoing renovations for more efficient office space.

- Cost proposals – the 85 proposals are currently being reviewed; they have had 3-4 sessions trying to get through those. Information will be released soon.
• Work is also being done on apps and online courses and working on putting all the pieces together for those.

• Joy is working on the strategic plan – there is a project management tool online so anyone can view the work on the committees. Goal 1 (research) – has been meeting with individuals regarding this on campus; goal 2 and 3 – program review and evaluation; goal 4 – revenue generation (grants, contracts, gifts, fees); goal 5 - marketing and branding; goal 6 - people; goal 7 - One MU Extension. If you have interest in any of the strategic plan goals, they can look at the http://extension.missouri.edu/main/about/2011plan/index.aspx or progress and action plans on the project management website https://extensionapps.missouri.edu/ProjectManagement/ (must use MU pawprint to sign into project management site).

• District option has not been signed by the governor yet. He can sign it or ignore it and it will go into law. No indication that he will veto this legislation, but we are in a wait and see mode. We should know something more soon.

• The staffing plan is based on a revenue model so revenue generation is necessary for all positions.

• Rob Duncan (Vice Chancellor for Research) and Dr. Ouart are working to tie research and Extension, along with Goal 1 of the MU Extension strategic plan.

• Transition leaders are working on and providing leadership on evaluation, reporting system, banner outcomes, program integration teams, MELD, CPD, teams, and core competencies. These items have been of concern to UEA and we hope to resolve some of these concerns to position MU Extension for the future.
The fall program conference committee is working together; the theme is “nExt...The nExt 100 Years.” They are working on a keynote speaker, looking at a futurist viewpoint, looking for motivation speaker for closing session.

Committee Reports

- Finance – Vivian gave the report. Vivian re-stated that we are working to move the endowment funds that were not earning interest into the endowment account that will earn interest.

- Professional Improvement & Staff Benefits
  - Update on Board of Curators Special Meeting – Compensation and HR. Rebecca Blocker gave the report. May 6 was the date of the special meeting – faculty/staff benefits plans, retirement, informational only, no action taken. Tim Wolfe, UM system president, said it is essential to continue to provide total rewards package, including compensation, benefits, retirement plan and for it to be competitive. $300 million on benefits, 50% medical, 30% retirement, rest is worker’s compensation, etc. The continued increase in benefits, as a percentage of compensation is not sustainable. Currently, about 1.3% of salary is contributed to retirement. Next steps: determine the best benefit package that would give value to employees, task force to start immediately representing faculty/staff to look at five year study of what changes need to be made and how we can get more for the money that is invested. The slides from the presentation are available on this website: 
  
https://board.um.umsystem.edu/May%206%202013%20Board%20of%20Curators%20Special%20Meeting/REVISED%20Combined%20PDF%20May%206%202013%20Special%20Board%20of%20Curators%20Meeting.pdf

- Awards. Crystal Weber gave the report. Information has been sent out about UMEA awards that will be due in August. The list was in the MU Extension Insider on June 15.
- Nominations. Amie Schleicher gave the report. Amie will be soliciting names for officers, board members, and committee members. We will be proceeding with that soon and we need a Vice-president and secretary for officers. That will also go in the MU Extension Insider.

**Professional Association Reports**

- ESP – Julie Middleton gave the report. They have been busy with the monthly webinars on international travel; they started on June 12 over the lunch hour (noon to 1 pm). They have additional webinars scheduled and everyone is invited to attend. They are listed as ISEs in webapps. They are also getting ready for Galaxy and ESP will be presenting a poster session there on global travel. They will be purchasing the Missouri plaque in honor of Mark Stillwell being the national president. Mary Leuci has received a service award in global relations from national ESP. They may be sponsoring a speaker for the fall conference. Awards will be open in the next few months.

- MACEDEP – No report.

- MAE4-HYW – Kay Sparks gave the report. They have been working on slate of officers and sending information out about Galaxy and have several who are presenting. Working on fundraisers, will be selling t-shirts at Missouri State fair.

- MAEP – Kevin Hansen gave the report. The summer meeting was held last week in Boone County and was put together by Kent Shannon. About 20 individuals attended that.

- MEAFCS – Kandace Fisher McLean gave the report. They are preparing for Galaxy, a good amount of members are attending and/or presenting. They are working on fundraising opportunities for fall.

- Campus – Marcia Shannon gave the report. Dr. Ouart is still working on NTT dossiers, some may have gotten letters but he is still working on those. You should hear something soon. There is an Adobe Connect in October for the next round. After the announcement is made for this round, they will look at some replacements on the NTT committee. Marcia’s position will be refilled by Dr. Ouart.
President’s Report

- Vivian gave the report. She is meeting with the state Extension council on a regular basis. They are realigning themselves with the regional realignments. Vivian wants to thank all of the committees for their work and they are running very smoothly.

New Business

- Director of Donor Education Cynthia Crawford thanked the UMEA board for actively managing and monitoring UMEA endowment funds in recent months and she encouraged all counties to actively monitor endowment funds and actively manage spendable funds to deliver on the purposes the money was given by donors to address. As Extension begins the next 100 years, Cynthia asked the UMEA board to consider a highly visible show of support for the gifts and endowment program within Extension. Options include adding to the UMEA endowment, a gift to the Excellence in Extension fund and/or encouraging members to participate in the payroll deduction program.

Old Business

- Fall Conference Update – Amie Schleicher gave the report. The dates are Oct 28 to Oct 30. Some categories are meeting after the conference. The agenda is similar to last year but different topics. A health fair will be included. A welcome/luncheon to start Monday with a futurist speaker. Ice cream break and retiree speaker and then a speaker on navigating change in afternoon. Awards dinner to end the day. Second day – president and/or chancellor will speak, and then update on strategic plan, banner outcomes/thematic teams, marketing and communications. The UMEA luncheon is from 11:15 am to 1:00 pm on Tuesday. The afternoon on Tuesday will be professional development workshops, silent auction on Tuesday evening with entertainment. Wednesday – ESP breakfast, professional development workshops, closing session is motivational speaker on Wednesday. Amie will give an update at the next board meeting.
Policy for Presenting/Attendance at National Meetings – Janet Hackert gave the report. There were some small but significant changes. Those changes are listed up in question number two under administrative update. Julie Middleton made a motion to add National Association of Extension Program and Staff Development Professionals to the list of examples on the document. Becky Travnichek seconded the motion. The motion was approved and the motion carried. Becky Travnichek made a motion to approve the amendments made to the policy for presenting/attendance at professional meetings. Janet Hackert seconded the motion. The motion is approved and the motion carried. Hopefully this will go into effect on July 1, 2013.

The next UMEA board meeting is August 21, 2013.

Janet Hackert made a motion to adjourn the meeting. Pat Miller seconded the motion. The meeting was adjourned at 2:50 p.m.