

Cabinet Meeting **Action items in red.**
August 14, 2006

Attending: Scott Reed, Bill Braunworth., Deb Maddy, Jay Rasmussen, Sally Bowman, Teresa Hogue, Lillian Larwood, Marc Braverman, Mike Bondi, Tim Deboodt (via phone)

Updates

1. Bill Braunworth –
North Willamette Exp. Station - Clark Seavert will be assuming Superintendent position.
2. Deb Maddy –
Revision of Performance Management System – Update of PROF Form is underway. Shifts focus on alignment with Strategic Plan.
ACTION: Recommendations will be available on August 18. Cabinet meeting on August 28 will address recommendations.

Training and Development – Spring training will be held April 17-20. Menu of professional development opportunities for faculty include communications, supervision, fiscal management including grantsmanship, technology, program planning and design, and models such as Logic model and evaluation.

3. Jay
Tillamook Position addressing water should be filled by the end of the week.
Retirement – Paul Heikkila will be retiring after 35 years of service. Ed Kolby and Jim Waldo (sp) are regional FTE who will be retiring over the next few years. (Janet – check names with Jay)

Watershed issues were addressed at a recent retreat.
Institute for Watersheds will be meeting in the next few weeks.

Salmon disaster – Emergency board allocated funding for assistance to support industry. Jay is on board determining how assistance will be provided.

4. Sally
Debt Educators – Approval from state department of _____ to provide education in this area.

Strong Women Program – numerous counties involved and in depth evaluations

OFNP – Federal review is being conducted. Potentially more monitoring will be included in the future that includes more standardization of how programs are being conducted.

Faculty Senate – Apportionment issue is being revisited. Sally and Ron Hathaway are co-chairing. A session will be included in Annual Conference to discuss identified topics.

5. Tim
When state wide programs are working in counties, it is important to have connection with county faculty and staff.

FCD – continued request to expand FCD program support in counties.

6. Lillian
 - Fairs – continued support provided for county fairs and plans for beginning of State Fair.
 - Camps – 4-H Center hosted technology camp of which College of Engineering assisted. Operation Purple, a camp for youth from families with a parent(s) who are deployed, was held. OP camp realized a variety of different issues. Latino Outreach Camp was also held.
 - Marion Co. Position – this position is open until the middle of September.
 - Exchange Student – Lillian is in need of a host family for a youth from Georgia for the school year.
7. Marc
 - Demographer – new position has been assumed by Lena Etuk. She is working on county profiles, web programs and Metro initiative.
 - Financial Literacy – Portland area has expressed interest in addressing financial literacy. Emphasis of program is to help target people with skill sets to use bank services.
 - FCD focus – programs areas area branching out as a result of new grant resources. Emphasis is also expanded into the Metro area and potential use of Partnership Funds.
 - Obesity – National 4-H Council is initiating discussion around support of program by Coke.
8. Scott
 - South Coast Trip – Sabah and Luanne Lawrence traveled with Scott at the request from Sabah and Luanne to visit the area. Discussion was held on potential of Hatfield Center South in the region. Sept 27 meeting will be held with stakeholders from the area to further discussion.
 - Ext Advisory Committee – Matt Epstein and Jim Fitzpatrick will represent Extension at the Fly In.
 - Legislative – December 12 Legislative Meeting will be held. Scott is in conversation with Kelvin about legislative efforts.
9. Mike
 - Teacher on Assignment Program – Mike spent six weeks in the program to teach teachers about natural resources.
 - FCD – Family Food Educator program was presented in Clackamas area. Trained 14 FFE who have been doing weekly education at Farmers Markets and pressure gauge testing.
 - E-Commerce – interested in assuring support is underway including technology support.

Community Vitality Update – Teresa, Flaxen and Lyla presented an overview of CVI.

ACTION: Cabinet members will provide inputs to Teresa and Flaxen by **August 31**.

Metro Initiative Update – Lyla provided update. Beth is now relocated to new building with the OSU Foundation at 707 SW Washington St. #500, Portland, OR 97205.

1. Pre-proposals for investment funds are due September 1 and decisions to be made by October 1. Possible projects include:

- a. Youth workforce partnership – potential for project proposal to be brought forward.
- b. Environmental issues addressed
- c. Teacher preparation.....

2. Significant Partnerships (attachment)– Working with PSU to explore partnership including office location. Community College, Metro Government. Farm Foundation, Meyer Foundation and County Government are engaged in conversations. Commission on Children and Families partnership with multi county proposal was funded with \$10,000 of resources. Lyla acknowledged that Janice and FCD faculty have been very responsive to pulling proposal together for \$10,000 funding. Maurine Hosty received \$10,000 from County Commissioners to support program efforts.

3. Communication Plan (attachment) –Lyla provided overview identified in the handout. Lyla requested feedback on potential impact as a result of implementing the communication plan: Bill - Relationship of new faculty brought on board and how they interface with existing program and how to maximize connections.

Lyla – Need for background in volunteerism. Currently there is a void in volunteerism in the program.

Jay – Additional or expansion of roles and responsibilities of potential funding partner.

Opportunities for program associates rather than a new FTE.

ACTION: Cabinet inputs due back to Lyla by the end of this week. This will be discussed at Program Leaders Meeting this week with reports back to Lyla from that meeting.

4. Western Extension Directors – appointed Urban Task Force Committee to address Urban issues in the west. Conclusion are: west is considerably different than the east – west has urban areas that significantly direct the state or region rather than in the east where multiple east and mid west urban areas which operate within each urban community.

Group is in process of developing “think tank” in January to include Extension and Urban serving agencies/people to hold conversations together to identify how urban outreach education can better serve urban areas. Outcome proposed is to develop “Urban Models” and address need for Urban Research Centers.

Urban Serving Institutions Conference – Lyla and Beth attended and learned that leadership is seeking to develop Urban Land Grant Institutions. Federal legislation has been written and lobby resources have been tapped.

5. Metro Task Force Report (Attachment) – Marc provided overview of task force addressing topic areas addressed in Metro area. Marc referred to 15 page e-mail sent out earlier and particular last two bullets on page 15 of report. Focus of overview covered on Attachment in Cabinet packet. Request for discussion at future date to make decisions about capacity support to address issues identified in the attachment.

Decisions – Beth needs to be included in the discussion in September Cabinet Meeting. Leadership direction will address “Strategic Directions” in the Metro region. Marc’s paper will provide a framework for the discussion.

Future Cabinet Meetings – Metro Update will be included on Agenda. Also, identify Strategic Directions and routine update on progress on Directions.

October Summit (in the region) – purpose is to inform faculty and staff with update on Metro agenda.

Small Group will bring proposal together for discussion on October 9 Cabinet Meeting – Debbie, Lyla and Beth will pull together a small group to address the issue.

Statewide Assessment (Attachment) Lyla and Ken presented

Data used for Legislative input, future information gathering and program design decisions. Jay asked about potential for edits in the instrument to bring the questions and choices current with trends today and emerging topics. Questions and discussion focused on clarity of instrument, general recommendations, and rationale for questions.

DECISION – Inputs need to be sent to Ken and Lyla by this Thursday. Lyla and Ken will forward final edits to Cabinet.

Legislative Update – Ken showed packet, reviewed meeting dates, and overview.

Energy Initiative (Attachment) – Lyla provided overview. (see attachment)

Indian Reservation Coalition – Teresa introduced the Coalition that will serve three functions:

1. Build Extension’s capacity to address needs specific to Indian Reservations in Oregon – provide infrastructure garner federal and other fiscal resources that positions OSUES with multiple sites in coordinated efforts.
2. Align program supports to tailor to the needs of Indian Reservations
3. Provide mutual supports for FTE work with or attempting to work with Indian Reservations.

As a result, the intent is to position OSU to become a Land Grant Virtual Tribal College (1994 Land Grant Tribal College).

Talking Points – Scott acknowledged the need for Talking Points that address Program directions – the future program efforts identified by each program area. Talking Points are in response to request by Staff Chairs in various Cluster meetings for a broader understanding of how program areas are addressing Strategic Plan thematic areas to be better prepared.

ACTION: Scott requested all Program Leaders to develop Talking Points to be completed November 13 Cabinet Meeting.

Extension Dean/Director Award Scott introduced the Award. \$5,000 is earmarked to acknowledge explanatory professional performance (see attachment). Cabinet provided edits to Scott.

ACTION: Announcement will go out the end of this week for nominations to be returned by September 6.