

# Ohio Association of Extension Professionals Annual Report



2007

**2007**  
**Ohio Association of Extension Professionals Annual Report**  
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## OEAA PAST PRESIDENTS

1921-	S.R. Heffrom- Temp. Chair	1965-	Jim Marquand
1922-	J.D. Hervey- President	1966-	John Parker
1923-	C.G. Fedner	1967-	Ivor Jones
1924-	J.C. Hedge	1968-	John Wells
1925-	J.C. Hedge	1969-	W.W. Hamilton
1926-	H.S. Lewis	1970-	Dale Glass
1927-	J.P. Schmidt	1971-	Philip L. Grover
1928-	C.E. Rowland	1972-	Floren James
1929-	E.H. Reed	1973-	James R. Helt
1930-	J.E. Whonsetler	1974-	Virginia I. Zirkle
1931-	J.E. Whonsetler	1975-	Bobbie D. Davis
1932-	George Kreitler	1976-	Calvin D. Knight
1933-	George Kreitler	1977-	Robert H. Groves
1934-	E.O. Williams	1978-	Carl F. Ruff
1935-	E.O. Williams	1979-	Helen G. Storer
1936-	W.S. Barnhart	1980-	Robert A. Cox
1937-	H.S. Ward	1981-	Robert D. Fleming
1938-	O.D. Sands	1982-	Janis Hughes
1939-	W.H. Ford	1983-	Beulah Hill
1940-	Howard Bond	1984-	Ron Courtright
1941-	Guy Hummon	1985-	J.C. "Joe" McClanahan
1942-	C.D. McGrew	1986-	Ralph Jordan
1943-	Carl R. Bibbee	1987-	Edison Klingler
1944-	Fred R. Keeler	1988-	George Ropp
1945-	Roger Thomas	1989-	Larry Ault
1946-	E.A. Drake	1990-	Larry Lotz
1947-	Robert Lang	1991-	Joyce McDowell
1948-	George B. Ganyard	1992-	Ron Overmyer
1949-	C.B. Stewart	1993-	Herbert "Pete" Lane
1950-	L.A. Best	1994-	Gary Wilson
1951-	Ross Milner	1995-	Jack Sommers
1952-	Clarence Brown	1996-	Nikki Eyre
1953-	S.N.McIntosh/C.E Blakeslee	1997-	Cindy S. Oliveri
1954-	George B. Ganyard	1998-	Jerry Mahan
1955-	Herbert Hadley	1999-	Doris Herringshaw
1956-	C.N. McGrew	2000-	Betty Wingerter
1957-	Lester Cronin	2001-	Deanna Tribe
1958-	Norman Arnold	2002-	Ken Lafontaine
1959-	L.C. Holtkamp	2003-	Marge Wolford
1960-	Marshall K. Whisler	2004-	David Samples
1961-	Oscar E. Share	2005-	Barb Brahm
1962-	John E. Moore	2006-	Chris Olinsky
1963-	Byron Gamble	2007-	Andy Merritt/Greg Homan
1964-	Harold Ruggles		

# Ohio Association of Extension Professionals

86<sup>th</sup> Annual Meeting – December 13, 2007  
10:15am to 11:30am

Call to Order	Andy Merritt
Pledge of Allegiance	Jessica Rockey
Inspiration	Andrea Daubenmire
Secretary's Report	Nadine Fogt
Treasurer's Report	Teresa Johnson
OAEP President's Report	Andy Merritt
Committee Reports (reports are included in the Annual Report)	
Old Business	
New Business	
Recognition of outgoing Board members	Andy Merritt
Election Results of OAEP Board	Christine Olinsky
Installation of OAEP Board	Christine Olinsky
President, President-Elect, Past President, Treasurer, Secretary, 1 <sup>st</sup> and 2 <sup>nd</sup> Vice-Presidents, program representatives	
Plans for 2008 & Next Steps	Cindy Shuster
Adjourn	Cindy Shuster
Parliamentarian	

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**Sectional Meetings will be held during the "grab & go" lunch  
December 13, from noon to 1:00 p.m.**

<b>ANR</b>	Chris Zoller and Dave Marrison
<b>CD</b>	Susan Colbert and Maurus Brown
<b>FCS</b>	Cora French-Robinson and Deb Angell
<b>4-H</b>	Jane Keyser and Lisa McCutcheon
<b>State</b>	Beth Flynn and Terri Gustafson

**2007**  
**Ohio Association of Extension Professionals**  
**Presidents Report**  
**Andy Merritt**

The association had some growing pains this year, but that is to be expected in any new association. With as much turnover in the Board as there was (especially with losing a co-president and president-elect), we were constantly changing to find some stability. I believe we landed on solid ground with Cindy Shuster, our new president-elect, who will be a strong and engaging leader.

It's much easier to change within the context of a "new" association. My personal observation is that OAEP is struggling to find its identity. What do our peers need? What can we do to address the needs of our colleagues? We still have that opportunity to find out what today's issues are and evolve to meet them. I caution the 2008 OAEP board to not fall into the trap of doing things the way they were always done in OEAA and OEPA. I challenge the association to take a hard look at what was effective and what wasn't. Improve on those things that worked and dismiss the others. With this renewed focus, I look forward to what OAEP will become.

**2007**  
**OEAA/OAEP Past President's Report**  
**Christine F. Olinsky**

The first year of the Ohio Association of Extension Professionals (OAEP) was a year of learning, adjusting, and setting a new direction. It came with some challenges as well as many opportunities.

Opportunities:

- State, center, regional, and county program staff are more connected through one professional association
- Leadership positions and opportunities allow connection with broader membership base
- Mutual goals of members provide direction

Challenges:

- Need to develop identity as one association for all program staff, with new logo
- One Co-President took a leave of absence from Extension, necessitating a shift of all Presidential duties to other Co-President (thanks to Andy Merritt, who has done an excellent job)
- 2007 President-Elect assumed an interim administrative position, requiring that she resign this leadership role mid-year. This led to a Board vote to fill the unexpired term. (Thanks to Cindy Shuster for stepping up to the challenge)

The Past President chairs the Nominating Committee. Thanks to committee members Kirk Blair, Joe Lucente, Jan Gordon, Alice Black, Chris Bruynis, Pat Holmes, Ryan Schmiesing, Minnie Taylor, and Sheila Maggard for their assistance in recruiting candidates for elected Board positions. Thanks also to out-going Regional Representatives for selected program areas who conducted elections for replacements on the 2008 Board.

The future of OAEP is promising. Your involvement is critical to our professional association. Ask yourself what you are doing or can do to further this member driven organization. I look forward to working with many of you through our contacts at OAEP in 2008 and beyond.



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**2<sup>nd</sup> Vice Presidents**

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<b>ANR</b>	<b>Dave Marrison</b>	Ashtabula County marrison.2@cfaes.osu.edu	440-576-9008
<b>CD</b>	<b>Maurus Brown</b>	OSU Center at Piketon brown.989@cfaes.osu.edu	740-289-2071
<b>FCS</b>	<b>Deb Angell</b>	Huron County angell.20@cfaes.osu.edu	419-668-8219
<b>4-H</b>	<b>Lisa McCutcheon</b>	Licking County mccutcheon.46@cfaes.osu.edu	740-670-5315
<b>State</b>	<b>Terri Gustafson</b>	Human Resources gustafson.29@cfaes.osu.edu	614-292-2399

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**2007**  
**Ohio Association of Extension Professionals**  
**Regional/State Board Representatives**

**NORTH CENTRAL**

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<b>ANR</b>	2008	John Barker	Knox County	740-397-0401
<b>CD</b>	2007	Julia Woodruff	Ashland County	419-281-8242
<b>FCS</b>	2007	Cindy Long	Richland County	419-747-8755
<b>4-H</b>	2008	Sherry Nickles	Ashland County	419-281-8242

**WEST**

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<b>ANR</b>	2007	Bruce Clevenger	Defiance County	419-782-4771
<b>CD</b>	2008	Joe Lucente	Lucas County	419-213-4254
<b>FCS</b>	2008	Tricia Callahan	Miami County	937-440-3945
<b>4-H</b>	2007	Susan Russell	Hancock County	419-422-3851

**SOUTH EAST**

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<b>ANR</b>	2008	Dave Dugan	Brown County	937-378-6716
<b>CD</b>	2007	Deb Carney	Hamilton County	513-946-8894
<b>FCS</b>	2007	Cindy Shuster	Perry County	740-743-1602
<b>4-H</b>	2008	Jo Williams	Pike County	740-354-7879

**STATE**

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<b>ANR</b>	2007	Randall Reeder	Ag. Engineering	614-292-6648
<b>CD</b>	2008	Don Ordaz	Systems Manager	614-292-0295
<b>FCS</b>	2008	Kirk Bloir	FCS Administration	614-247-6524
<b>4-H</b>	2007	Ryan Schmiesing	State 4-H Office	614-292-6944

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<b>RETIREE</b>	2007	Rick Grove		740-763-3545
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<b>MEMBERSHIP</b>		Lisa McCutcheon	Licking County	740-670-5315
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<b>NEWS EDITOR</b>		Jill Stechschulte	Fulton County	419-337-9210
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<b>WEBMASTER</b>		Steve Foster	Champaign County	937-484-1526
<b>TECHNOLOGY</b>		Harold Watters	Darke County	937-548-5215
<b>ADVISORS</b>				

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**AT LARGE**

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Kathy Lechman	2008
LuAnn Duncan	2007
Bonnie Norris	2007

**2008**  
**Ohio Association of Extension Professionals**  
**Regional/State Board Representatives**

**NORTH CENTRAL**

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<b>ANR</b>	2008	John Barker	Knox County	740-397-0401
<b>CD</b>	2009	Sharon Strouse	Holmes County	330-674-3015
<b>FCS</b>	2009	Jennifer Hartzler	Crawford County	419-562-8731
<b>4-H</b>	2008	Sherry Nickles	Ashland County	419-281-8242

**WEST**

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<b>ANR</b>	2009	Andy Kleinschmidt	Van Wert County	419-238-1214
<b>CD</b>	2008	Joe Lucente	Lucas County	419-213-4254
<b>FCS</b>	2008	Tricia Callahan	Miami County	937-440-3945
<b>4-H</b>	2009	Sylvia Altenberger	Paulding County	419-399-8225

**SOUTH EAST**

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<b>ANR</b>	2008	Dave Dugan	Brown County	937-378-6716
<b>CD</b>	2009	Sheila Maggard	Adams County	937-544-2339
<b>FCS</b>	2009	Pam Montgomery	Morgan County	740-962-4854
<b>4-H</b>	2008	Jo Williams	Pike County	740-354-7879

**STATE**

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<b>ANR</b>	2009	Randall Reeder	Ag. Engineering	614-292-6648
<b>CD</b>	2008	Don Ordaz	Systems Manager	614-292-0295
<b>FCS</b>	2008	Kirk Bloir	FCS Administration	614-247-6524
<b>4-H</b>	2009	Allen Auck	State 4-H Office	614-292-6944

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<b>RETIREE</b>	2008	Ella Mae Bard		740-587-2996
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<b>MEMBERSHIP</b>		Lisa McCutcheon	Licking County	740-670-5315
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<b>NEWS EDITOR</b>		Jill Stechschulte	Fulton County	419-337-9210
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<b>WEBMASTER TECHNOLOGY ADVISOR</b>		Steve Foster	Champaign County	937-484-1526
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**AT LARGE**

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Kathy Lechman	2008			
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**Ohio Association of Extension Professionals Annual Meeting  
December 13, 2006  
Holiday Inn North, Worthington**

President Chris Olinsky called the 85th Annual Meeting of OAEP to order. The meeting was held at the Holiday Inn North near Worthington following the adjournment/disbandment of the 2006 Annual OEAA meeting. The wall that separated OEAA members from OEPA members was taken down in the hotel conference room to symbolize the merging of the two professional organizations. In honor of the new organization, OAEP cake was served to symbolize its birth. Members enjoyed the celebration of their new organization, OAEP.

Chris Olinsky, Past OEAA President, called the first OAEP meeting to order.

Barb Brahm introduced the OAEP Board Candidates. Members voted on the candidates.

Plans for 2007 OAEP: Co-President Greg Homan and Andy Merritt:

Greg and Andy both asked for new ideas for the new organization. Members can e-mail Andy at [merritt.36@osu.edu](mailto:merritt.36@osu.edu) with ideas/suggestions or give to Greg, Chris, or Nadine.

New Business:

Betty Wingerter asked moved that the Board to amend Article VII Section 13 letter C in the constitution by deleting the last sentence on page 10. Jeff McCutcheon seconded it. Discussion: According to constitution it will need to be voted on at the January 2007 board meeting. "Out of Order" motion if it is an amendment there must be a ten day notification before voting. It will be discussed at January 8, 2006 meeting. Betty Wingerter will send out an e-mail with the motion. It can only be voted on by the board.

Alice Black talked about the importance of working together as an organization.

Suggestions that in the by-laws suggested the by-laws be reviewed concerning VP's representing the association at national meetings if both VPs are from the same program area.

Election Results – Barb Brahm, committee chair and Installation of OAEP Board by Chris Olinsky:

Greg Homan, Co-President  
Andy Merritt, Co-President  
Vicki Schwartz, President Elect  
Chris Olinsky, Past President  
Nadine Fogt, Secretary  
Teresa Johnson, Treasurer  
Beth Flynn, 1<sup>st</sup> VP – State  
Jane Keyser, 1<sup>st</sup> VP – 4-H  
Susan Colbert, 1<sup>st</sup> VP – CD  
Chris Zoller, 1<sup>st</sup> VP – ANR  
Cora French-Robinson, 1<sup>st</sup> VP – FCS  
Alice Black, 2<sup>nd</sup> VP – State  
Lisa McCutcheon, 2<sup>nd</sup> VP – 4-H and Membership Chair

Maura Brown, 2<sup>nd</sup> VP – CD  
Dave Marrison, 2<sup>nd</sup> VP – ANR  
Deb Angell, 2<sup>nd</sup> VP – FCS  
Ryan Schmiesing, 4-H, State  
Susan Russell, 4-H, West  
Jo Williams, 4-H, SE and Chair Public Relations  
Sherry Nickles, 4-H, NC and Co-chair Professional Improvement  
Don Ordaz, CD, State and Co-chair Public Relations  
Joe Lucente, CD, West  
Deb Carney, CD, SE  
Julia Woodruff, CD, NC and Chair Policy  
Randal Reeder, ANR, State  
Bruce Clevenger, ANR, West and Chair Personnel  
Dave Dugan, ANR, SE and Co-chair Recognition  
John Barker, ANR, NC and Co-chair Personnel  
Kirk Bloir, FCS, State  
Tricia Callahan, FCS, West and Co-chair Program  
Cindy Shuster, FCS, SE and Chair Recognition  
Cindy Long, FCS, NC and Chair Professional Improvement  
Kathy Lechman, At-Large, State and Co-chair Policy  
Bonnie Norris, At-large and Chair Program  
LuAnn Ducan, At-large  
Jill Stechschulte, Newsletter Editor  
Harold Watters, Webmaster  
Stephen Foster, Webmaster

Following the installation of the 2007 OAEP Officers the first OAEP meeting was adjourned by Chris Olinsky.

Respectfully submitted by  
Secretary Nadine Fogt

Report Date: 10/1/06 - 9/30/07

**OAEP Financial Report**  
**Final Report for 2007**

**OAEP**

<b>Income</b>	<b>Budget</b>	<b>Actual</b>
OAEP Dues (300 paid mbrs + 14 free = 314 mbrs) 314 @ \$40	\$12,000.00	\$12,000.00
<b>TOTAL OAEP INCOME</b>	<b>\$12,000.00</b>	<b>\$12,000.00</b>
	<b>Budget</b>	<b>Actual</b>
<b>Expenses</b>		
Accounting/Bonding Fees	\$200.00	\$128.19
Buckeye Bounty Public Relations	\$100.00	\$0.00
Miscellaneous (update OEPA plaques)		\$26.50
Courtesies	\$250.00	\$286.06
Directors Expenses	\$400.00	\$176.00
Membership Expenses	\$100.00	\$62.10
Donations	\$250.00	\$200.00
Emeritus Activities	\$200.00	\$0.00
Out/State Workshops	\$6,000.00	
		JCEP \$591.97
		PILD \$3,145.19
Printing Annual Reports	\$100.00	\$0.00
Recognition Awards	\$3,500.00	\$2,823.05
Scholarships	\$3,400.00	\$1,800.00
<b>TOTAL OAEP EXPENSES</b>	<b>\$14,500.00</b>	<b>\$9,239.06</b>
<b>Net Gain/Loss</b>	<b>-\$2,500.00</b>	<b>\$2,760.94</b>

\* Received reimbursement from NEAFCS for expenses for 2007 JCEP(\$520.47) & 2006 PILD (\$150)

\* Received reimbursement from NAE4-HA for expenses for 2007 JCEP (\$579.79) & PILD (\$250)

<b>ACCOUNT BALANCES</b>			
<b>OAEP Checking Account</b>			<b>\$14,047.21</b>
Misc Income (transfer funds from OEPA)			\$495.12
<b>Checking Account Liabilities</b>			
	AG Acct Fund		-\$844.32
	FCS Acct Fund		-\$1,311.12
	4-H Acct Fund		-\$198.69
<b>Available OAEP Checking Account Funds</b>			<b>\$12,188.20</b>
<b>OAEP Savings CD (19 months)</b>	Principle: \$15,000	opened 4/25/06	<b>\$15,960.83</b>
<b>American Funds Money Market Opened</b>	Principle: \$10,000	opened 6/21/06	<b>\$10,506.20</b>
<b>OSU Development</b>			<b>\$187.00</b>
<b>Total Available OAEP Funds</b>			<b>\$38,842.23</b>

\* Generated \$1,467.03 in interested income for 2007

# OAEP Budget 2008

## OAEP

Income	Budget
OAEP Dues <span style="float: right;">290 @ \$55</span>	\$15,950.00
<b>TOTAL OAEP INCOME</b>	<b>\$15,950.00</b>

## Expenses

Accounting/Bonding Fees	\$200.00
Buckeye Bounty Public Relations	\$250.00
Marketing	\$1,000.00
Courtesies	\$250.00
Directors Expenses	\$400.00
Membership Expenses	\$100.00
Donations	\$250.00
Emeritus Activities	\$200.00
JCEP (1st VP's)	\$1,500.00
PILD (2nd VP's)	\$4,500.00
Printing Annual Reports	\$100.00
Recognition Awards	\$3,500.00
Scholarships	\$3,400.00
<b>TOTAL OAEP EXPENSES</b>	<b>\$15,650.00</b>

**Net Gain/Loss \$300.00**

Membership Dues for 2008	Total	Natl Org	State Org
OAEP	\$55.00		
NACAA	\$60.00	\$50.00	\$10.00
NEAFCS	\$77.00	\$70.00	\$7.00
NACDEP	\$50.00	\$50.00	
NAE4-HA (1st time mbr \$40)	\$75.00	\$70.00	\$5.00

Approved by Board 10/15/07

**2007**  
**OAEP MEMBERSHIP OUTREACH REPORT**  
**Lisa D. McCutcheon, Chair**

While serving as Membership Chair over these past four years, I have worked to maintain timely communications among our membership while striving to improve our membership records database. Typical functions of this position include tracking years of service, national association memberships, member retirements and resignations, as well as contact information for all association members and office locations across the state. This position also maintains oversight of the OAEP listserv.

Throughout this past year, we have continued to focus efforts on the membership database – both by improving the accuracy of the information within the system, and by improving our capabilities to perform queries and provide lists to those officers and members who need them. There is still much to be done in order to make data collection and utilization more user-friendly. In the coming year(s), time will be devoted to incorporating national association tenure as an aspect of our records database. This has been determined to be an area of current weakness that would be beneficial during the annual awards selection process

**OAEP MEMBERSHIP RECORDS**

	<b>2001</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
<b>OAEP Members</b>	327	323	355	305	278	293	314
<b>NACAA Members</b>	101	100	108	103	96	85	86
<b>NAE4-HA Members</b>	113	121	128	106	100	107	120
<b>NEAFCS Members</b>	81	80	86	74	70	70	71
<b>CDS / NACDEP Members*</b>	36	35	45	45	24	25	40
Totals do not reflect Life Members within any national associations. * CDS Memberships (2001-2006) / NACDEP Memberships (2007)							

As you can see, the OAEP membership numbers have increased by approximately seven percent. With many new members, it will continue to be crucial that we keep current membership informed of association business, and provide new staff members with a personal invitation to get involved and become active in OAEP.

Looking ahead to the future, we are currently receiving membership dues for 2008, and will be looking to have national association memberships submitted for NACAA and NAE4-HA prior to the end of the year, and then NACDEP and NEAFCS shortly thereafter.

For those looking for happenings within OAEP, past meeting minutes, newsletters, membership and committee forms, or a listing of current officers or meeting dates, please feel free to go to the OAEP website located at: <http://www.oaep.osu.edu>

Should there be a way in which I can be of assistance to any of you, please do not hesitate to contact me at the Licking County Extension Office. I can be reached by phone (740.670.5315) or email ([mccutcheon.46@cfaes.osu.edu](mailto:mccutcheon.46@cfaes.osu.edu)) at your convenience.

*I continue to acknowledge much appreciation to Teresa Johnson, as effective communications between the OAEP Treasurer and OAEP Membership Chair continue to be essential in maintaining accurate records.*

**2007**  
**OAEP Personnel Committee Report**  
**Bruce Clevenger, Chair; John Barker, Co-Chair**

Active Committee Members:

Bruce Clevenger	Jerry Iles	Ken Simeral
John Barker	Diane Johnson	Robin Stephenson
Don Breece	Edwin Lentz	Ed Werner
Pat Brinkman	Mike Lloyd	Gary Wilson
Kara Colvin	Niki Nestor McNeely	John Yost
Rose Fisher Merkwowitz	Joy Sharp	Chris Olinsky
Beth Gaydos	Rich Sherman	Andy Merritt

The Personnel Committee is asked to monitor and report on salary and benefit information for faculty and staff, evaluate the promotion and tenure system and address personnel issues identified by the membership.

The committee reviewed and commented on the 2006 OSU Extension Salary Study authored by Chris Igodan, Brian McClain, and Stephen Wright. The OAEP membership found areas of the report that did not reflect a realistic comparison of salaries to Ohio teachers or North Central Region extension professionals. The committee hosted Chris Igodan at the February 12<sup>th</sup> committee meeting to address the concerns and consider recommendations. With the goal to have a salary summary for the 2007 OAEP Annual Report, the committee worked with Garee Earnest, H.R. Leader, to develop a *2007 OSU Extension Salary Study*. The full report can be found at: [http://hr.ag.ohio-state.edu/2007\\_Salary\\_Study.pdf](http://hr.ag.ohio-state.edu/2007_Salary_Study.pdf) The report contains grouped data about OSU Extension employees by gender, race, titles, salary, years of OSU service, and program areas. Garee Earnest is establishing an OSU Extension H.R. Research Agenda that will routinely study salaries, system wide equity, and gender.

The committee continues to review the promotion and tenure (P&T) process for both faculty and administrative and Professional (A&P) positions. The committee encourages employees that are eligible for P&T to go to the training sessions near the beginning of their career and/or a few years before the year a vita is being submitted. Plan ahead and know the guidelines for P&T. A short article that shows the financial differences that P&T and job performance can make for an A&P Educator has been co-authored by Bruce Clevenger and Dr. Linda Kudilik. It's entitled *Vita Rewards! What's in Your Wallet?* and it can be found at: <http://oaep.osu.edu/>

The committee recommends that OSU Extension employees get familiar with ways to reduce the cost of OSU health benefits. The 2007 incentive program had the potential to earn the employee \$125 plus a reduction of \$10/month on the 2008 premium. The 2008 incentive program will be announced in January 2008.

Other issues that were identified throughout the year related to the future of OSU Extension are directly related to the OSU Extension Strategic Plan. The committee encourages the following topics be addressed in the strategic plan: prioritized staff positions, geographical vacancies, recruitment, retirement, attrition, growing the next generation of Extension employees, and starting salary for M.S. degree.



## Vita Rewards! What's in Your Wallet?

*Wm. Bruce Clevenger, Extension Educator, OAEP Personnel Committee Chair*

*Dr. Linda Kutilek, OSU Extension, Associate Department Chair*

The OSU Extension promotion process is welcomed by some and disregarded by others. Have you considered writing a vita? Educators have said, "Why do I have to write about myself to be recognized for a promotion?" If you are an Administrative & Professional (A&P) Educator, consider the promotions from Educator 1 thru 4 as opportunities to advance your salary as well as your career. You are in control of your salary increase. Annual performance is the largest component of your salary growth but developing your vita to attain promotion can add 12% by 10 Years of Service and 16% by 15 Years of Service. Below are four scenarios that compare difference performance levels and the use of a vita for promotion.

<i>Forecast of Educator Salary by Annual Performance Levels and Use of a Vita</i>					
<i>Year</i>	<b>2007</b>	<b>2 YOS</b> <b>2009</b>	<b>6 YOS</b> <b>2013</b>	<b>10 YOS</b> <b>2017</b>	<b>15 YOS</b> <b>2023</b>
	Ed 1	Ed 2	Ed 3	Ed 4	Assist. Prof
<b>3.5% + Promotions</b>	\$33,000	\$37,471	\$45,579	\$55,442	\$68,069
	Ed 1	Ed 2	Ed 2	Ed 3	Ed 4
<b>3.0% + Promotions</b>	\$33,000	\$37,110	\$41,768	\$49,831	\$61,234
	Ed 1	Ed 2	Ed 2	Ed 2	Ed 2
<b>3.5%</b>	\$33,000	\$37,471	\$42,999	\$49,343	58,604
	Ed 1	Ed 1	Ed 2	Ed 2	Ed 2
<b>1.5%</b>	\$33,000	\$33,997	\$38,249	\$40,596	\$43,733

The process for A&P promotion is an application (vita) to the OSU Extension Department Chair, Dr. Ken Martin. Published guidelines are available to direct the Educator in writing the vita. A&P Promotion workshops are scheduled during the month of November 2007 for various dates and locations. During the workshops, Dr. Linda Kutilek, Associate Department Chair, will review the application timeline, guidelines and provide example successful vitas as a guide. Educators are encouraged to attend the workshops prior to the year writing a vita to familiarize themselves with the requirements and components of a successful vita.

The A&P vita is submitted by region and reviewed by a peer committee elected by A&P Educators. The committee reviews and assigns a mentor in the Spring to advise each applicant. In the Fall, the committee will vote yes or no to recommend the applicant on to the Regional Director, who also makes a recommendation. A vote is a recommendation and the applicant has the final decision to submit the vita to the Department Chair. A no vote on an A&P vita does not threaten the applicant's employment but is used to encourage the applicant to improve areas of the vita before resubmitting.

The vita may be perceived by some as "unnecessary work." However, others have valued it as a way to focus our extension program impacts and a means to achieve higher annual salaries through successful promotions. What's in your vita?

2007

**OAEP Policy Committee Report**

**Julia Woodruff, Chair**

**Kathy Lechman , Co-Chair**

Committee Members: Alice Black, Lois Clark, LuAnn Freppon-Duncan, Doris Herringshaw, Mike Hogan, Andy Kleinschmidt, Scott Kleon, Greg LaBarge, Dave Mangione, Chris Penrose, Chris Zoller

The OAEP Policy Committee met twice in 2007 (in-person and teleconference) and addressed the following issues:

1. Board size. It was thought that a 32 member board may be too large to function effectively. The number of representatives and who they represent was discussed.
2. The question, is there a mechanism in place to get members with state appointments involved in the standing and ad hoc committees, was asked and discussed.
3. The exclusion of administrative cabinet from OAEP membership was discussed.
4. The idea of a subcommittee to address concerns and issues within the Extension organization might be useful in the future.
5. Recommendation that the board fill the president elect position by asking the current president to continue in the position or by asking an OAEP member with past leadership experience to fill the vacancy.

Two recommended changes to the by-laws were voted on for presentation to the board for action at a future meeting.

1. Strike Article VIII Section 5 which reads: *Mileage reimbursement for Board meetings (not on days of committee meetings) shall be 20 cents per mile unless members opt to receive mileage through departmental reimbursement.* from the by-laws.

The committee discussed this topic last year and decided to add questions to the zoomerang survey last summer. Results were fairly even when membership was asked if lack of funds were a deterrent for their involvement in committee meetings. (55% yes lack of funds are a deterrent, 45% no). The committee also felt that the OAEP budget could not support extensive use of this option.

2. **Changes to Article VII, Section 13, C:** The committee proposed to leave the rotation in place for 2008 and 2009 with a few changes as listed below. Beginning in 2010 and beyond the candidates will be selected from the entire membership each year.

<i>Year President-Elect Term Begins</i>	<i>Pool of Candidates</i>
<i>2008</i>	<i>County Appointment</i>
<i>2009</i>	<i>State Appointment</i>
<i>2010 and forward</i>	<i>Open to total membership</i>

The committee discussed this topic at length. The group felt this was a good way to get started to be sure we have equal representation from each group as we blend into one organization.

**Results:**

The second recommendation regarding the rotation of the president elect pool of candidates was adopted as policy by the OAEP Board during 2007. Mileage reimbursement were left unchanged.

**Ohio Association of Extension Professionals  
Constitution**

**ARTICLE I – NAME**

The name of the organization shall be the Ohio Association of Extension Professionals (OAEP)

**ARTICLE II – CORPORATION**

This corporation shall be continued in perpetuity.

**ARTICLE III – PURPOSE**

The mission of the organization shall be to promote and support program professionals of Ohio State University Extension through:

- effective communication with the members, university community, public and administration.
- participation with Extension and University administration in policy determination.

**ARTICLE IV - MEMBERSHIP**

Section 1: Membership shall be Active, Inactive or Retired.

- A. Exclusion: Members of OSU Extension Administrative Cabinet and civil service employees are excluded from membership.
- B. Active membership: Any Ohio State University Extension personnel with an Administrative and Professional (A&P) or Faculty appointment may be an active member of this association. Active membership of this association shall carry with it the privilege of holding any Board position in the association and of voting on all matters coming before meetings of the association.
- C. Inactive membership: A member assumes inactive membership status while holding a temporary, part-time, or acting appointment on Administrative Cabinet or as classified civil service employee. An inactive member relinquishes the right to attend meetings, vote and serve as an officer, Board member, or committee member.
- D. Retired member: Retired or Life membership to this association shall carry with it the right to attend all meetings and take part in all discussion without the right to vote.

Section 2: All organization programs are available to members on a nondiscriminatory basis without regard to race, color, creed, religion, sexual orientation, national origin, age, disability or Vietnam-era veteran status.

**ARTICLE V – BOARD OF DIRECTORS, DUTIES, AND TERMS**

Section 1:	<u>Position</u>	<u>Term</u>	<u>Term Limit</u>
	Immediate Past President (1)	1 year	
	President (1)	1 year	
	President-Elect (1)	1 year	
	Secretary (1)	2 years	2 term limit
	Treasurer (1)	2 years	2 term limit
	1 <sup>st</sup> Vice President (5)	1 year	
	2 <sup>nd</sup> Vice President (5)	1 year	
	Program Representative (17)	2 years	

Section 2: Duties of Board of Directors are listed in the By-Laws.

Section 3: All terms of office begin at installation.

**ARTICLE VI – MEETINGS**

Section 1: Annual Meeting: One annual meeting of the membership shall be held.

Section 2: Executive, Board, and Special Meetings: Executive, Board and special meetings of the organization shall be held as specified in the By-Laws.

**ARTICLE VII – AMENDMENTS**

Section 1: The Constitution shall be amended, revised or repealed by two-thirds vote of the members of the organization participating in the annual meeting (electronic voting and teleconference meetings allowed).

Section 2: The amendments or revisions of the Constitution shall take effect as soon as adopted.

Section 3: The Constitution may be amended provided that written notice stating the substance of the proposed amendments has been sent to each member at least fifteen (15) days in advance of the annual meeting.

**Original Adoption:** 12/13/2006

**Revised:** MM/DD/YYYY

**Ohio Association of Extension Professionals  
By-Laws**

**ARTICLE I – NAME AND PRINCIPLE OFFICE**

- Section 1: The name of the organization shall be the Ohio Association of Extension Professionals (OAEP).
- Section 2: The principal office of organization will be housed at the Ohio State University Extension office of the current organization President.

**ARTICLE II – MEMBERSHIP**

- Section 1: Membership in the organization shall be from January 1 to December 31.
- Section 2: Deadline for Dues and New Hires Membership
- A. The membership dues deadline is October 31 and the dues are for the period January 1 to December 31 of the following year.
  - B. New OSU Extension employees hired between November 1 – December 31 may become an active member, regardless of previous employment, with no dues required for the period between Nov 1 – Dec 31 and the following year. Dues shall become due on the next October 31 following the start of employment.
  - C. New Ohio State University Extension employees hired between January 1 and October 31 may become an active member from date of employment until December 31. Dues shall become due on the first October 31 following the start of employment.
  - D. To receive the no-cost membership for new hires, an application form must be completed. The form can be received from the membership chair.
- Section 3: Change in rate of annual dues must be approved by the majority of the membership.
- Section 4: To be eligible for awards, members must have paid their membership dues by October 31 for the current membership year, and October 31 for the previous membership year.
- Section 5: Payment of dues can be made from the office account (if approved by the Unit Director) or by personal check or cash. No dues will be refunded.

**ARTICLE III – REPRESENTATION OF MEMBERSHIP**

- Section 1: The County Extension professionals will be represented by (a) geographic regions as defined by the OSU Extension Administration Regions: North Central, South East and West and (b) by program area as defined by their respective Extension appointment.
- The State (including Center) Extension professionals will be represented by program area as defined by their respective Extension appointment. If State (including Center) Extension professionals are not defined by their appointment to a program area, they are eligible for 1<sup>st</sup> and 2<sup>nd</sup> Vice President or program representative member-at-large as described in Article IV Section 1.

## **ARTICLE IV – BOARD OF DIRECTORS**

Section 1: Thirty-two (32) Board of Directors shall consist of:

- President
- President-Elect
- Past President
- Secretary
- Treasurer
- First Vice President: Five (5);  
(Agriculture and Natural Resources, Family and Consumer Sciences, 4-H Youth Development, Community Development, State Extension Professionals)
- Second Vice President: Five (5);  
(Agriculture and Natural Resources, Family and Consumer Sciences, 4-H Youth Development, Community Development, State Extension Professionals)
- Program Representatives: Seventeen (17);
  - a. County: Twelve (12) total, one (1) per program area per Region  
(Agriculture and Natural Resources, Family and Consumer Sciences, 4-H Youth Development, Community Development)
  - b. State: Five (5) total, one from each of the four (4) program areas and (1) member-at-large.
- Non-voting appointments – Membership Chair, Newsletter Editor, and the Webmaster will be non-voting appointments unless they are elected or appointed members of the Board of Directors.
- Retired Representative – One (1) non-voting; appointed by the President

Section 2: Terms on the Board of Directors shall be as follows:

- A. The President-Elect is elected annually. President-Elect is a three-year commitment and shall become President the year following the President-Elect term and become Immediate Past-President following the term as President. The candidates for President-Elect will rotate by County and State appointments and Faculty and Non-Faculty as described in Article VII, Section 13.
- B. Immediate Past-President will be the conclusion of the three-year commitment.
- C. The Secretary and Treasurer are two-year terms and shall serve no more than two consecutive terms. The Secretary term begins on the even numbered years while the Treasurer term begins on the odd numbered years.
- D. Second Vice-President is a two-year commitment. Second Vice-Presidents are elected annually and shall become the First Vice-Presidents the following year.
- E. Program Representatives shall serve a two-year term.

Section 3: Election of Program Representatives shall take place as determined by the Executive Committee. The determined voting procedure will be held under the direction of current Program Representatives. The term of office shall coincide with the membership year as stated in Article II, Section 1 of the By-Laws. Program Representatives shall be elected as follows:

<i><b>Term Begins on Odd Numbered Years:</b></i>	<i><b>Term Begins on Even Numbered Years:</b></i>
North Central – ANR, 4-H	North Central – FCS, CD
West – FCS, CD	West – ANR, 4-H
South East – ANR, 4-H	South East – FCS, CD
State – FCS, CD	State – ANR, 4-H
State – Member-at-large	

Section 4: A member shall hold only one Board voting position at any one time.

Section 5: Vacancies shall be filled in the following manner:

- A. The President-Elect shall assume the office of President and the Second Vice-President shall assume the first Vice-President if those offices become vacant during the year. The Board shall temporarily fill the vacant position of any elected officer. All offices vacant at the time of election shall be filled by a membership vote with procedures determined by the Executive Committee.
- B. The Program Representatives shall replace the elected Board member by a special election held to fill the remaining term of office.

**ARTICLE V – MEETINGS**

- Section 1: Annual Meetings shall be held as determined by the Board of Directors.
- Section 2: Regular Meetings shall be called as deemed necessary by the President and/or the Board of Directors.
- Section 3: Special meetings shall be called as deemed necessary by the President and/or five (5) members of the Board of Directors.
- Section 4: Quorum of the Board of Directors shall consist of a minimum of Eighteen (18) members.
- Section 5: Parliamentary Procedure shall (except as herein provided) be conducted according to Roberts Rules of Order, Modern Edition.
- Section 6: Each Board member shall have one vote and the President shall cast the deciding vote in case of a tie.

**ARTICLE VI – BOARD OF DIRECTOR DUTIES**

- Section 1: Meeting attendance. Board of Directors may be dismissed for missing two consecutive meetings unless excused.
- Section 2: The election of Board members shall be held annually as determined by the Executive Committee. The term of office shall coincide with the membership year as stated in Article II, Section 1 of the By-Laws.



- Section 3: The President shall perform such duties as pertain to this office: prepare agendas and preside at the annual meeting and all Board meetings, represent or appoint other members to represent OAEP on committees or functions and keep lines of communication open among the OAEP Board and Ohio State University Extension Administration.
- Section 4: The President-Elect shall make all arrangements for the annual meeting, assemble and distribute the OAEP annual reports to members, channel suggestions from members to the attention of the officers and Board, preside over meetings in absence of the President, coordinate OAEP Appreciation Awards and recognition of retiring members. The President-Elect shall be the appointed person for the Galaxy Endowment money for a three-year term and will rotate with the President-Elect of Epsilon Sigma Phi. (Clarification Note: The President-Elect (OAEP 2000) will be the signature person for the Galaxy Endowment money for the years of '01,'02,'03. The person elected President-Elect (ESP 2003) will be the signature person for the Galaxy Endowment money for the years of '04,'05, '06, etc.)
- Section 5: The Past President shall work closely with the President, serve as chair of the Nominating committee, and conduct elections as determined by the Executive Committee.
- Section 6: The Secretary shall keep full and accurate records of proceedings of all meetings of the OAEP Board and Organization, receive and keep properly filed communications and properties and attend correspondence as directed by the President, prepare and disperse official stationery, and keep a record of the association's membership.
- Section 7: The Treasurer shall keep a full and accurate record of all receipts and disbursements of OAEP. It is recommend the Treasurer use accounting software to track OAEP bank account information. The Treasurer shall pay bills and accounts for OAEP as directed by the President and Executive Committee, OAEP Board or by resolution passed by the membership. The Treasurer shall prepare financial statements for meetings, collect all membership dues, make deposits on a regular basis, record national association affiliation, provide appropriate information to the Membership Chair, work with First-Vice Presidents in submitting the dues for each National Association and give leadership to the Finance Committee.
- Section 8: The First Vice-President (Agriculture and Natural Resources, Family and Consumer Sciences, 4-H Youth Development, Community Development and State Extension Professionals) shall be a liaison and contact person with respective national associations and persons in other states with similar positions; represent OAEP members who are members of respective national associations at annual and regional meetings of the respective national associations; appoint delegates and provide leadership for the Ohio delegation to national and other committees as necessary; coordinate and relay information concerning selection of respective national association award recipients to Recognition and Awards Committee; coordinate membership efforts with directors concerning membership in OAEP and respective national associations; take responsibility for disseminating information concerning registration, travel arrangements, national

elections, special meetings and other details of respective national association annual meetings; strive to promote fellowship among members at regional and state workshops and conferences, etc.; keep respective Second Vice Presidents, President, President-Elect, and Board informed and involved concerning decisions, plans, and activities related to this position. The First Vice-President will be asked to attend the Joint Council of Extension Professionals (JCEP) Conference with OAEP covering expenses.

Section 9: The Second Vice-President (Agriculture and Natural Resources, Family and Consumer Sciences, 4-H Youth Development, Community Development and State Extension Professionals) shall assist the First Vice-President as requested and record proceedings of sectional meetings. The Second Vice-President will be asked to attend the Public Issues Leadership Development (PILD) Conference with OAEP covering expenses.

Section 10: The Program Representatives shall be elected by the members in their respective areas. Specific duties shall be to contact and recruit new and non-OAEP members to secure annual dues by October 31, and shall send letters of welcome or call all new Extension employees in the program area they represent. Program Representatives serve as the OAEP Board's primary communication link from the Board to the counties and vice-versa. Program Representatives shall conduct an OAEP business meeting in their region or with constituents at which time elections will be held by October 31 to replace outgoing Program Representatives, expected to serve in a leadership role on OAEP standing committees, and shall be responsible for selecting one individual from their program area to serve on the Nominating Committee by January 1. Courtesies are to be handled by program representatives in the amounts of \$30.00 for flowers or for memorial contributions.

Section 11: The OAEP News Editor, a non-voting Board member appointed annually by the President, shall compile and write the official OAEP newsletter, keep retirees informed of association happenings, provide an opportunity for exchange of ideas, methods, techniques, welcome new members into the association and strengthen communications within the association and administration. A minimum of three issues will be distributed electronically each year.

Section 12: The OAEP Webmaster, a non-voting Board member appointed annually by the President, shall develop and maintain the OAEP website.

Section 13: The Membership Chair, appointed by the OAEP President with approval from the Board, shall submit to the national associations a list of dues paying members, and work with the retired Board member representative in keeping in touch with life and retired members. The Membership Chair shall submit to the Secretary and Program Representatives, a record of members and their respective national associations by the annual meeting. The Membership Chair must be a current Board member. The appointment shall be made in the second year of the current Treasurer's term.

## **ARTICLE VII – COMMITTEES**

Section 1: The standing committees shall be determined by the Board of Directors.

Section 2: Committee Chair and Vice Chair shall be selected by the President.

- Section 3: Committee Chair shall be a second year Program Representative. Vice Chair shall be a first year Program Representative and shall succeed to chair the following year. Outgoing committee chair shall serve as an advisor, non-Board member to the committee.
- Section 4: Committee membership shall be a two-year term. The committee structure shall consist of a minimum of ten members with two representatives from each Region and State Extension Appointments. The committee membership selection is made as a joint collaboration between the committee chair and the President.
- Section 5: Executive Committee. The committee shall be composed of the five (5) officers and the First and Second Vice-Presidents. The purpose of this committee shall be to compose an agenda for all Board of Directors meetings and determine election procedures for Board of Directors of the Organization. There shall be five (5) state OAEP Appreciation Awards. The application deadline is August 15. Voting for the Appreciation Awards will be done by the First and Second Vice Presidents with the President-Elect voting to break a tie.
- Section 6: Personnel Committee. This committee shall monitor and report on salary and benefits information; monitor and access the advantages and disadvantages of the faculty promotion and tenure process or the advancement system of unclassified administrative and professional (A&P) and/or senior administrative and professional employees, and conduct or obtain access to a salary analysis comparing North Central Regional States for faculty and non-faculty.
- Section 7: Policy Committee. This committee shall be responsible to annually monitor and update the Constitution and By-Laws. The committee shall monitor decisions of the Board to verify compliance with existing constitution, by-laws, other items and association policy decisions, for inclusion in constitution and by-laws.
- Section 8: Program Committee. This committee shall create opportunities for sharing program ideas among Extension professionals. The committee is to encourage free communication among administrators, specialists, and members in matters relating to Extension programs and activities through formal and informal exchanges, and provide additional avenues for feedback on statewide programs from members. The chair of this committee shall serve on the annual meeting planning committee.
- Section 9: Professional Improvement Committee. This committee shall support opportunities for membership's professional improvement through in-service activities; promote the continuation of support dollars to Extension professionals; and have a Representative liaison on the state Human Resource team. A committee member shall attend new staff orientation to explain OAEP.
- A. Committee members from the regions are to request suggested topics be considered for state in-services.
  - B. Promote attendance at national meetings.
- Section 10: Recognition and Awards Committee. This committee shall implement and facilitate the selection process for the state personnel service awards, distinguished service awards, achievement awards, and tenure awards. The chair

is to serve on the annual meeting planning committee, announce award winners which will be made public at the annual meeting of the organization's annual award program and is responsible for the OAEP Board picture. The award recipients are to be members in good standing of OAEP. A committee member shall attend new staff orientation to explain the awards available.

- A. Five state personnel awards shall be awarded each year. Selection will be by ballot of the general members.
- B. Only current year District Achievement Award winners are eligible for State Achievement Awards. Members may repeat as a District Achievement Award winner until the member wins the State Achievement Award in a single program area and in each tenure category.
- C. Courtesies are to be handled by program representatives in the amounts of \$30.00 for flowers or for memorial contributions.

Section 11: Public Relations Committee. This committee shall increase the visibility and image of Ohio State University Extension and the Ohio Association of Extension Professionals; to create awareness for new Extension professionals of the objectives, work and accomplishments of OAEP; and to act as a liaison between OAEP and Ohio County Commissioners. This committee is responsible for hosting a refreshment break at County Commissioners Day and coordinating Buckeye Bounty. The committee shall appoint someone to be the official photographer to cover OAEP events.

Section 12: Annual Meeting Planning Committee. This committee shall be composed of the President, President-Elect, and Recognition and Awards Committee Chair, Professional Improvement Committee Chair, and Program Committee Chair. This committee is responsible for planning and conducting the annual meeting of the OAEP membership. Additional committee members may be appointed.

Section 13: Nominating/Election Committee. This committee shall select and confirm a slate of officers for the elections. The Past President shall serve as the committee chair. Each region Board member shall appoint one member by the February OAEP Board of Directors meeting from each program area to the Nominating Committee. This committee shall conduct the officer elections.

- A. Nominations for officers shall be made by the Nominating Committee and from the floor.
- B. The Nominating Committee shall meet no later than March and a slate be submitted at the September OAEP Board of Directors meeting.

C. The Nominating Committee shall nominate at least two candidates for the offices of Secretary, Treasurer, and Second Vice-President from the state and program areas. The 2007 President-Elect will be elected from 5 candidates, one each from ANR, FCS, CD, 4-H and State positions. The President-Elect nominations for the term beginning 2008 will rotate as follows:

Year President-Elect Term Begins	Pool of Candidates from...
2008	County Appointment
2009	State Appointment
2010 and beyond	Open to total membership

Section 14: Finance Committee. The Finance committee will consist of two (2) Board Members, the President-Elect and the Treasurer. The Finance Committee shall meet a minimum of twice each year. The Treasurer will call the meetings and make arrangements. The Finance Committee will review the Treasurer timeline for OAEP business, develop a budget for OAEP and present it to Board at October business meeting, develop a financial summary for the annual report, make all OAEP financial records available for the Executive Committee or Board as requested, develop an investment policy, make decisions on investment funds and monitor investments, review banking statements on a yearly basis, and arrange for an annual audit by an Audit Committee. The Audit Committee, appointed by the OAEP President, shall prepare an annual audit summary to the membership. Audit Committee members must be OAEP members - not necessarily OAEP Board members.

Section 15: Ad Hoc Committee. An Ad Hoc Committee may be appointed by the President. No Ad Hoc Committee shall serve longer than twelve months unless re-appointed.

#### **ARTICLE VIII – FISCAL MATTERS**

Section 1: The OAEP fiscal year is October 1 to September 30.

Section 2: The funds of OAEP shall be deposited in institutions as determined by the Board of Directors Executive Committee, and shall be subject to withdrawal by two signatures. The authorized signatories include OAEP Board President, the OAEP Treasurer and an OAEP member recommended by the Treasurer and approved by OAEP Board.

Section 3: The Treasurer shall be surety bonded.

Section 4: There shall be an annual audit of the financial affairs of OAEP as determined by the Board of Directors Executive Committee. A report of the general financial condition shall be made annually to all members.

Section 5: Mileage reimbursement for Board meetings (not on days of committee meetings) shall be 20 cents per mile unless members opt to receive mileage through departmental reimbursement.

#### **ARTICLE IX – AMENDMENTS**

Section 1: The By-Laws may be amended at any regular or special meeting (including electronic meeting/voting) of the Board of Directors by a majority vote of the

Board members, provided that written notice stating the substance of the proposed amendment has been sent to each Board member at least ten (10) days in advance of the vote.

Section 2: The amendments or revisions of the By-Laws shall take effect as soon as adopted.

***Original Adoption:*** 12/13/2006

***Revised:*** 06/28/2007

**2007**

**OAEP Professional Improvement Committee**

Cindy Long, Chair

Sherry Nickles, Co-Chair

Our main goal this year: Work toward seamless transition of leadership and work of committee from year to year. Attending initial meeting – Nancy Snook, Regina Kuhn, Pam Montgomery, Brenda Young, Connie Goble, Sherry Nickles, Cindy Long.

Scholarship Sub-Committee –

Lisa Barlage-Chair, Mary Beth Albright, Nancy Snook.

Important Accomplishments:

- Review and updating of forms; new forms on new OAEP website.
- Firm up guidelines and follow-up of reports and reimbursement requests.
- For discussion – timing of scholarship application deadlines vs. program area national meetings.
- 2007 Scholarship recipients: Professional Improvement Scholarships – Joseph Maiorano, Chris Bruynis, David Marrison, Julia Woodruff, Terence Kline, Linnette Goard, Monadine Matthey; First Timer Scholarship – Mark Light.

New Educator Orientation –

- Input provided to Linda Kutilek and Graham Cochran regarding mentor program for new educators. Concerns about differences in mentoring experiences for new employees and differences in perceived expectations among mentors and county directors discussed with Graham, as suggestions for May mentor training and future. Meeting attended by Regina Kuhn, Nancy Snook, David Marrison, Mary Beth Albright, Chris Bruynis, Pam Montgomery, Lisa Barlage, Cheryl McKirnan, Connie Goble, Sherry Nickles, Cindy Long.
- Graham Cochran welcomed future input regarding new educator orientation.
- Needs – promotion assistance, work and family, OAEP value, navigating system.

Professional Improvement needs for educators across program areas –

- Assistance with promotion process.
- Balancing work and family.
- Dove-tail with work done by other OAEP committees to encourage professional improvement, such as Personnel Committee's encouragement to write vita.
- Communicate use of calendar on OSUE website.

Committee members: Mary Beth Albright, Lisa Barlage, Roger Bender, Pam Bennett, Kirk Blair, Lisa Bradley, Chris Bruynis, Troy Cooper, Julie Dalzell, Jeff Dick, Mike Estadt, Jennifer Even, Beth Anne Fausey, Connie Goble, David Goerig, Jan Gordon, Kate Gross, Patty House, Hannah Kohler, Regina Kuhn, Cindy Long, Polly Loy, Kristie Lekies, David Marrison, Cheryl McKirnan, Tracie Montague, Pam Montgomery, Ruth Anne Musgrave, Heather Neikirk, Sherry Nickles, Punam Ohri-Vachaspati, Cindy Oliveri, Jessica Rockey, Nancy Snook, Fred Snyder, Minnie Taylor, Carolyn Wilson, Brenda Young.

**2007**  
**OAEP Program Committee Report**  
**Tricia Callahan, Chair**

**Committee Members:**

Terry Gustafson, Rory Lewandowski, Sharon Mader, Niki Nestor McNeely, Karen Bruns, Laura Jane Murphy, Sharon Mader, Connie Goble, Theresa Ferrari, Alice Black, Pam Montgomery, Beth Flynn, Jaime Weiner, Kathy Blackford, and Marcia Jess

**Committee Purpose:**

The purpose of the Program Committee is:

- To create opportunities for the free flow of programming ideas between members of the association
- To encourage feedback to administrators on statewide programming issues.

**Meetings:**

The committee met face-to-face in February and March, by phone conference in April, June, and July, and face-to-face in August and September. New tasks and goals for the year were set at the February and March meetings.

**Changes in 2007:**

- At the start of the year the OAEP Presidents, Greg Homan and Andy Merritt, charged our committee with taking up plans for the Annual Conference instead of establishing a President's committee to orchestrate this event. In light of these changes, the program committee spent its time in 2007 planning, organizing, and implementing the 2007 Annual Conference.
- In February and March the group reviewed last year's conference evaluations and established some wants and needs for the 2008 conference. The ideas generated at this time included:
  - Finding a new venue – last year's did not work out well in the end.
  - Establishing some themes/tracks to be the focus on the conference.
  - Creating more opportunities for networking.
  - Creating a more organized system for meeting as a committee – comments that the size of last year's committee was too large and made things very cumbersome
- Established overall goals for the conference:
  - That Extension professionals who are unable to attend a national conference could experience and/or present at a conference that was of equal caliber but financially more feasible.
  - That Extension professionals leave with a tangible product, idea, concept that they can utilize without much additional effort when returning back to their home office.
  - That sessions would be highly interactive and involved utilizing the experiential learning model wherever possible.
  - That Extension professionals would receive information that they couldn't have received by staying at home in their office.
  - That Extension professionals would have time to network with other colleagues from across the state.



**Accomplishments in 2007:**

- Finding a new conference venue that will facilitate all of us at a reasonable price: Cherry Valley Lodge.
- Providing a conference with themes/tracks: Chosen themes include Marketing, Building Your Business, Technology.
- Providing a conference with a variety of opportunities: Added workshops, interact sessions, computer labs, and networking.
- Establishing a trade fair that will allow us to drive down the cost of the conference.

Submitted by Tricia Callahan, Program Committee Chair

**2007**  
**Ohio Association of Extension Professional**  
**Recognition Committee Report**

Cindy Shuster, Chair

Dave Dugan, Co-Chair

**Committee Members:** Julie Banbury-Robinson, Becky Barker, Kirk Bloir Carol Chandler, Erin Dailey, Andrea Daubenmier, Joyce Fittro, Linette Goard, Ann Golden, Sara Kleon, Ken LaFontaine, Mary Longo, Monadine Matthey, Marilyn Rabe, Nancy Recker, Cynthia Torppa, Judy Villard, Marge Wolford, Dave Dugan and Cindy Shuster.

The overall goal of the 2007 Recognition Committee was to implement and facilitate the awards and recognition process for the Ohio Association of Extension Professions.

Based on the zoomerang results from the 2006 Annual Conference, OAEP Co-Presidents Homan and Merritt charged the Recognition Committee with the task of adequately recognizing Extension Professionals while reducing the length of the awards ceremony at the Joint Recognition Annual Conference.

A sub-committee of Kirk Bloir, Carol Chandler, Joyce Fittro, Sara Kleon and Marge Wolford worked diligently to merge the previous two professional organizations (OEAA and OEPA) and their respective awards to fit within the guidelines and time frame allotted for recognizing Extension Professional at the Joint Recognition Annual Conference. Awards were categorized based on those to be recognized at the Joint Recognition Annual Conference awards banquet, awards luncheon, program association meetings, and those listed in the program booklet and/or recognized by standing at their seat.

Carol Chandler, Mike Hogan and Erin Dailey coordinated the National Association awards for NEAFCS, NACAA, and NAE4-HA respectively and the 2 – 10 and over 10 State Achievement awards for the Ohio Association of Extension Professionals. Judy Villard coordinated the State Personnel Service awards, Kirk Bloir the Jim Utzinger State Specialist Teaching award and Marilyn Rabe the service and tenure awards process.

Nancy Recker developed the awards certificates and coordinated the purchasing of the awards plaques, Marge Wolford secured the photographer, Ken LaFontaine developed the press releases and Linette Goard developed the scripts for the awards programs.

Dave Dugan and Cindy Shuster, Joyce Fittro, and the sub-committee of Kirk Bloir, Carol Chandler, Joyce Fittro, Sara Kleon, and Marge Wolford, submitted articles on behalf of the Recognition Committee for the OAEP news letter in April, June and November respectively.

**2007 Committee Accomplishments:**

- ~ Successfully merged previous OEAA and OEPA awards to fit into the newly formed OAEP award guidelines and budget;
- ~ Aligned OAEP awards and awards selection process with the OSU Extension regions;
- ~ Selected Distinguished Service Award Recipients for NACAA, NAE4-HA and NEAFCS and other National Association awards;

- ~ Selected 2 – 10 and over 10 State Achievement Awards recipients;
- ~ Selected State Personnel Service Awards;
- ~ Coordinated service and tenure awards for Extension Professionals completing years of service devisable by 5;
- ~ Submitted three articles to the Ohio Association of Extension Professional News Letter;
- ~ Secured photographer for Joint Recognition Annual Conference award recipients.
- ~ Developed news releases for award recipients to publicize their professional development accomplishments;
- ~ Developed and coordinated Joint Recognition Annual Conference awards ceremony and accompanying script;
- ~ Re-established funding for the Jim Utzinger, State Personnel Teaching Award, and
- ~ Developed certificates and ordered plaques for award recipients.

**2007**  
**OAEP Public Relations Committee Report**

The OAEP Public Relations Committee has worked on a new format for Buckeye Bounty at County Commissioner Association of Ohio Conference in December 2007. Finding donations for the bounty bags that have been distributed in the past had become an issue, so this year the committee worked on developing an alternative.

The committee is putting together door prizes for which Commissioners may register during the conference. This plan was put together with the assistance of Gwen Wolford, Director of Government Relations, who serves on the PR committee.

The committee asked the OAEP board to put \$250 toward the door prizes and State Extension Advisory Committee is also contributing \$250. With the \$500 there will be a big Buckeye memorabilia basket valued @ \$150, a Longaberger Basket valued at \$100, and 10 \$25 items.

Commissioners will receive a door prize registration sheet in their registration packet and the OAEP PR Committee will have tables set up next to the registration area with the door prizes on display. Commissioners may register Monday and Tuesday, Dec. 3 and 4, and the drawing will be held at the Tuesday Luncheon. As is the past, OAEP also will host two spouses sessions at the conference.

The committee is developing a new logo for OAEP. The logo will be used on internal promotional pieces that go out to new members, as well as new members.

Other events the committee participated in are:

- Apples were supplied as a snack to County Commissioner Days in Van Wet County in August. The snacks were to be used during the tours.
- The committee will have a display up at Extension Annual Conference in December.

*-- Respectfully submitted by PR Committee Chair Jo Williams, Extension Educator Scioto County and Co- Chair Don Ordaz, Systems Manager, Ohio State University Extension.*

## **Agriculture and Natural Resources Program Area Report December 2007**

The National Association of County Agricultural Agents conducted its 92nd Annual Meeting and Professional Improvement Conference the week of July 15 in Grand Rapids, Michigan. Ohio was well represented with several Educators/Specialists showcasing the great work they do with OSU Extension. A few facts about the conference:

- \* A total of 67 Educators, life members, spouses, and children attended
- \* 12 posters were presented in the Extension Education category (often multiple authors)
- \* 8 posters were presented in the Applied Research category (often multiple authors)
- \* 6 oral presentations were given by four Educators
- \* Mike Hogan will serve as Chair of the Program Recognition Council
- \* Chris Bruynis will serve as Chair of the Scholarship Committee
- \* Chris Penrose will serve as Chair of the North Central 4-H & Youth Committee

The Executive Committee of the NACAA/AMPIC held in Cincinnati in 2006 decided to use the carryover funds from the conference to establish the “Steve Ruhl County Agricultural Agent” award. This award is to recognize annually one OSU Extension ANR County Educator and is named after Steve Ruhl. Steve served many years as the ANR Educator in Marion and Morrow Counties. The winner will receive a plaque and \$1500 award.

The 2008 NACAA/AMPIC will be in Charlotte, North Carolina, July 13 – 17.

Respectfully submitted,

Chris Zoller  
1<sup>st</sup> VP, ANR

David Marrison  
2<sup>nd</sup> VP, ANR



## National Association of Extension 4-H Agents

Jane Keyser, NAE4-HA Ohio President; OAEP 1<sup>st</sup> Vice President  
Lisa McCutcheon, NAE4-HA Ohio President-Elect; OAEP 2<sup>nd</sup> Vice President

**Membership:** There were 120 Ohio active members of NAE4-HA in 2007.

### National Meeting – October 21 – 25, 2007, Atlanta, Georgia:

The Ohio delegation included 55 Ohio NAE4-HA members and guests. Ten Ohio 4-H Youth Development Educators and staff presented seminars and research sessions while 40 individuals from Ohio were involved with presenting poster sessions.

**NAE4-HA Recognition:** The following members were recognized as award recipients.

Achievement in Service Award – Erin Deel Dailey, Connie Goble, Ed Werner

Distinguished Service Award – Jeff Dick, Patty House, Lisa McCutcheon

Meritorious Service Award – Nikki Eyre

25 Years of Service – Sara Kleon, Sherry Nickles, Barb Phares, Jayne Roth, Vicki Schwartz

**Communications and Specialty Awards:** \*Regional Winner; \*\* National and Regional Winner

*Educational Package Individual* – Brian Raison\*\*

*Periodical Publication Team* – Steve Brady, Kara Colvin\*

*Promotional Piece Team* – Beth Boomershine, Holly Hogan, Patty House\*

*Personal Column* – Elizabeth Wingerter\*

*Barkman Research Scholarship* – Nate Arenett, Theresa Ferrari, Kristi Lekies\*\*

*4-H/Army Youth Development Project Salute Award* – Theresa Ferrari\*\*

*4-H/Airforce Aim High Award* – Beth Bridgeman\*

*Diversity Award* – Nikki Eyre, Connie Goble\*\*

*Excellence in Teamwork* – Rosie Allen, Kenneth Andries, Steve Brady, Gae Broadwater, Peggy Ehlers, Jennifer Evan, Nicholas Herd, Patricia Holmes, Charlene Jacobs, Cathy Jensen, Jim Jordan, Dorothy Keeton, Rosie Norris, Mary Alice Sharp, Daniel Remley, John Williams\*

*Educational Technology Team* – Bill Harris, Tom Hopkins, Patty House, Regina Kuhn, Ken Lafontaine, Andy Merrit, Ryan Schmiesing, Vicki Schwartz, Carolyn Wilson\*\*

*Excellence in 4-H Club Support Individual* – Patty House\*

*Excellence in Camping Individual* – Connie Goble\*

*Excellence in Camping Team* – Sue Ann Carroll, Theresa Ferrari, Larry Hall, Anthony Lam, Dona Leonhard, Amy Robinson\*\*

*Excellence in Teen Programming Individual* – Lisa Bradley\*\*

### Ohio Leadership with NAE4-HA National Board of Trustees

Betty Wingerter, NAE4-HA President-Elect

Nikki Eyre, Professional Development Chair

Allen Auck, 2008 Galaxy III Conference Co-chair

Ryan Schmiesing, Member Recognition Chair

Niki Nestor McNeely, North Central Region Jr. Director

### Committee

### State Contact (2007)

### Contact-Elect (2008)

Professional Improvement  
Programs  
Policy and Resolution  
Public Relations & Information  
Member Recognition  
Diversity  
Research & Evaluation  
News & Views

Brenda Young  
Laura Jane Murphy  
Julie Robinson  
Nancy Snook  
Erin Dailey  
Ed Werner  
Theresa Ferrari  
Barb Carder

Scott Kleon  
Ken Lafontaine  
Connie Goble  
Minnie Taylor

**Future National Meetings:**

- 2008: Indianapolis, IN (Galaxy III) - September 15-19
- 2009: Rochester, NY - October 25 - 29
- 2010: Phoenix, AZ - October 24-28
- 2011: Omaha, NE - October 24-28

**NEAFCS Annual Report  
December 2007**

Cora French-Robinson  
1<sup>st</sup> Vice President

Deborah Angell  
2<sup>nd</sup> Vice President

Carol Miller.....Central Regional Director, NEAFCS  
Cora French-Robinson.....Vice President, Awards  
Cheryl Barber Spires.....Vice President, Public Affairs  
Pat Brinkman.....Vice President, Professional Development  
Nancy Stehulak.....Vice President, Members Resources

**MEMBERSHIP**

Ohio had 71 paid members in NEAFCS

**NATIONAL MEETING**

The National Meeting was held in St Paul, Minnesota, September 17-20, 2007. The Ohio delegation included 33 members 3 guests. On Wednesday evening, September 19<sup>th</sup>, a celebration of excellence was held at the Great Brewing Company to celebrate the outstanding accomplishments of the Ohio Family and Consumer Science Professionals. Ten members of the Maine contingent of NEAFCS joined Ohio for the evening.

**AWARDS AND RECOGNITION**

*National Awards*

Distinguished Service Award.....Deborah Angell  
Continued Excellence Award.....Carol Chandler, Mary Longo  
Dean Don Felker Financial Management Award.....Christine Olinsky, Jean Clements, and Nancy Hudson  
Communication Award.....2<sup>nd</sup> - Place Beth Gaydos  
Written Press Releases.....3<sup>rd</sup> Place - Nancy Stehulak  
SDA Clean Homes. Safe & Healthy Families...Nancy Recker, Lois Clark

*Central Regional Awards*

Program Excellence Through Research Award.....Cynthia Torppa  
Newsletter.....2<sup>nd</sup> Place Beth, Gaydos, Cindy Oliveri, Monadine Matthey, Kathy Dodrill, Shari Gallup, Marie Economos, Shelia Maggard, Lydia Medeiros, Dan Remley, Susan Zies, Nancy Schaefer  
Radio.....1<sup>st</sup> Place – Beth Gaydos  
Written Press Releases.....1<sup>st</sup> Place – Nancy Stehulak

**CONCURRENT SESSIONS**

Master Money Management Training...Christine Olinsky, Jean Clements, Nancy Hudson  
Clean It Up, Clear It Out...Declutter.....Lois Clark, Nancy Recker  
Change School Food Culture.....Doris Herringshaw, Susan Zies  
Full Service Diabetes Education.....Katharine Shumaker



Parenting Education – Mother & Daughter Retreat.....Cynthia Torppa  
NEAFCS ANNUAL REPORT...continued

**SHOWCASE OF EXCELLENCE**

Dining with Diabetes...Cindy Oliveri, Kathy Dodrill, Marie Economos, Shari Gallup, Beth Gaydos, Shelia Maggard, Monadine Matthey, Dan Remely, Susan Zies  
The Nutrition Magician.....Susan Crusey  
ServSafe.....Katherine Shumaker, Deborah Angell  
FNP Cluster Training Program.....Kathy Dodrill, Beth Gaydos

**LEADERSHIP**

Cora French-Robinson represented Ohio at the Central Regional Council of Extension Professionals (JCEP) in St. Louis, Missouri. Carol Miller led the meeting as Central Regional Director. Deborah Angell represented NEAFCS/OAEP at the Public Issues Leadership Development (PILD) Forum in Washington D.C.

The following members served on National committees for NEAFCS: Lisa Barlage, Doris Herringshaw, Nancy Stehulak, Pat Brinkman, Kathy Dodrill, Christine Olinsky, Cynthia Shuster, Carol Chandler, Carol Miller, Lois Clark, and Mary Longo.

NOTES from 2007

The Ohio Affiliation of NEAFCS voted at their 2005 annual meeting to support a National Child Care Award at \$500 per year for the years 2006, 2007, and 2007. This award is in honor of Anita Pulay, deceased Ohio Extension employee. This year’s recipients were from the Central Region, Wisconsin.

It was voted on and passed at NEAFCS annual meeting to raise the dues by \$10 for 2007. This increases the dues to \$77.00 per person. All members must have the increased dues paid by February 1<sup>st</sup>.

This year thanks to Chris Olinsky’s submission for the Friend of NEAFCS award, Tawnia Ture from Proctor and Gamble of Cincinnati was selected for her many years of service and leadership.

**FUTURE MEETINGS**

2008 Galaxy	Indianapolis, Indiana	September 15-19
2009 NEAFCS	Birmingham, Alabama	September 15-18

**2007**  
**Retirees Keeping in Touch**  
**Ella Mae Bard**  
**Retiree Representative 2008**

OSU Extension retirees tend to keep in touch through the year. Of course, we respect the wishes of those that do not wish to be contacted. Rick Groves and his wife Myra chaired the retirees in 2007.

Retirees were invited to the annual pot luck in September. The 2007 event was at the Cedar Ridge Lodge in Battelle Darby Creek Metro Park, attended by 53. Keith Smith discussed current Extension news. Rose Fisher Merkwowitz represented ESP. Andy Merritt, EAEP, was not able to attend. (A reservation has been made at the same location for next year.)

A memorial moment was observed in memory of deceased coworkers and family members: Floyd Henderson, Charles Dan McCrew, Paul Gipp, Marian Shook Kirk, Rodney Marhoover, Beulah Hill and Berton Ross.

Joyce Smith continues to share updates with retirees through e-mails. Retirees are alerted to newsletters posted by the Director and other news of interest.

Administration mails an update periodically. For example, the September edition outlined the budget update and program highlights. This is also a means to keep retirees informed of Extension leadership.

## **State Extension Advisory Committee**

**2007 OAEP Representatives: Greg Homan and Andy Merritt**

**Report prepared by: Gwen Wolford**

The State Extension Advisory Committee (SEAC) works with OSU Extension administration as advocates for Extension's state and federal budget, assesses needs, gives feedback on effectiveness of the overall Extension program and promotes the value of the organization. The committee has representatives from the four program areas, from each of the Extension regions, at large representatives, a member of the Director's Internal Advisory Council, the president of OAEP and members of the Extension Administrative Cabinet.

SEAC meets three times each year, and two of those meetings are held jointly with the OARDC Advisory Committee. Topics addressed at 2007 meetings included the biennial budget campaign, CREATE-21 proposal for a new and enhanced method of federal funding through the 2007 Farm Bill, and volunteer recruitment, development and leadership. Others were Extension's strategic plan, annual report, Friend of OARDC and OSU Extension awards for state legislators and staffing patterns within the organization. At each meeting, members receive an update on the budget, relevant changes in the political landscape, and Points of Pride that can be discussed when supporting programming. With an interest by SEAC members in becoming more connected to counties, some members will be "assigned" 3-4 counties to connect with. CEDs will be asked to include the assigned individual on mailing lists, invite them to county advisory committee meetings, etc.

SEAC sends a delegation of volunteers to the PILD Conference in Washington D.C. each year. 2007 attendees were Dave Slagle, Ruth Ann Rahim, Gwen Morgenstern and Jim Rogers. SEAC also collects dues from counties that must be paid from non-appropriated funds. The income generated pays for the non-educational expenses for the Legislative Luncheon, expenses of committee members to travel to and from meetings and to the PILD conference, and the Congressional Assistant's Tour. SEAC has agreed to co-sponsor Buckeye Bounty since educators are no longer permitted to obtain donations for this event. This is new for 2007.

**Cindy Shuster will serve as the OAEP representative in 2008.**

**2007**  
**College of Food, Agricultural, and Environmental Sciences**  
**Faculty Council Report**

The College of Food, Agricultural, and Environmental Sciences serves as the principal faculty advisory group to Dr. Moser, Dean of the College of Food, Agricultural, and Environmental Sciences. The Council is the primary agency for full faculty participation in the governance of the College. The specific functions of the Council include: representing the faculty in matters of faculty business, acting as the official liaison between the College administration and faculty, advising the vice president/dean on College programs and budgets, making recommendations to the vice president/dean regarding candidates to fill positions on College-wide standing committees, and assisting the vice president/dean in conducting faculty meetings. The By-Laws and Council Minutes can be located at <http://www.ag.ohio-state.edu/~cfaes/facultystaff/faculty.html>

The Department of Extension has five representatives on the CFAES Faculty Council. The term of membership for each representative is three years beginning July 1. The current Extension representatives to this council are Julie Dalzell (2010), Doris Herringshaw (2008), Jaccqueline LaMuth (2010), David Marrison (2008) and Penne Smith (2009). Doris Herringshaw serves as Secretary for the Council. Gary Wilson (2007) and Gwen Wolford (2007) completed their three year terms on July 1, 2007.

The Faculty Council meets three times annually. The 2007 meetings were held on January 12, April 6, September 29, and November 9 (special meeting). A full faculty meeting was held on September 11.

During the year, the Extension representatives to Faculty Council were able to provide input on college issues, approve requests for visiting expert presentations, approve faculty professional leave requests, serve on CFAES new green committee, and most recently provided input on CFAES strategic plan. For more information on the work of the Faculty Council check out the web site (see above) or contact one of your Extension representatives (see below).

**2007-2008 Faculty Council Representatives**

Julie Dalzell (2010)  
Extension: Butler County  
513.887.3722  
[dalzell.1@osu.edu](mailto:dalzell.1@osu.edu)

Jaccqueline LaMuth (2010)  
Extension Business Operations  
614.292.6470  
[lamuth.1@osu.edu](mailto:lamuth.1@osu.edu)

Doris Herringshaw, Secretary (2008)  
Extension: Wood County  
419.354.9050  
[herringshaw.1@osu.edu](mailto:herringshaw.1@osu.edu)

David Marrison (2008)  
Extension: Ashtabula County  
440.576.9908  
[marrison.2@osu.edu](mailto:marrison.2@osu.edu)

Penne Smith (2009)  
Extension: Athens County  
740.593.8555  
[smith.57@osu.edu](mailto:smith.57@osu.edu)

**2007**  
**OHIO 4-H FOUNDATION REPORT**

**OAEP Representatives:**

Jason Hedrick, Lisa McCutcheon, and Laura Jane Murphy

- **Spring Meeting: May 22-23, 2007**
  - Location: Dayton / Adventure Central
  - Representatives in Attendance: Lisa McCutcheon, Laura Jane Murphy
  - Major Topics of Discussion:
    - Committee Meetings
    - Real Money, Real World – Hands On Activities
      - Beth Bridgeman
    - Introduction of A.B. Graham Leaders of Tomorrow Scholarship Opportunities
    - Nationwide & Ohio Farm Bureau 4-H Center Update
    - Celebration of Youth Event Plans
    - Grant Funding Priorities / Grant Opportunities
    - Update of Bylaws and Constitution
    - Annual Budget Review and Approval
    - University Campaign / Development Update
  
- **Fall Meeting: October 16-17, 2007**
  - Location: Columbus (College of Education & Human Ecology) / Easton (Abbott Laboratories)
  - Representatives: Jason Hedrick, Lisa McCutcheon, Laura Jane Murphy
  - Major Topics of Discussion:
    - Committee Meetings
    - Acres of Adventure – Hands On Activities
      - Beth Boomershine, Kate Gross, Jessica Rockey
    - Administrative Update / Staff Update
    - Nationwide & Ohio Farm Bureau 4-H Center Update
    - Celebration of Youth Review
    - Review of Major Gift Contacts / Progress / Plans
    - County Endowment Progress Recognition
    - 2008 Special Fundraising Priorities / Opportunities
    - Election of Officers:
      - President: Karen Corcoran
      - Vice President: Bob Joseph / Roger Himes
      - Secretary: Jane Cunningham
      - Treasurer: Tom Stocksdale
      - Immediate Past President: Jean Bell
  
- **OAEP Representation / Terms:**
  - Laura Jane Murphy (2005- 2007) / County Endowments Committee Member
  - Lisa McCutcheon (2006 – 2008) / Bylaws & Grants Committee Member
  - Jason Hedrick (2007 – 2009)
  - Kirk Bloir (2007 – 2008)
    - Fulfilling un-expired term held by Alice Black (2006 – 2008)

**2008**  
**Ohio Association of Extension Professionals**  
**Meeting Dates and Location**

<b>Date</b>	<b>Time</b>	<b>Location</b>
Monday, January 7	10:00 a.m. – 3:00 p.m.	Ag. Auditorium Board Orientation*
Monday, February 11	10:00 a.m. – 3:00 p.m.	4-H Center Multi-Purpose Room Committee and Board Meetings
Monday, March 10	10:00 a.m. – 3:00 p.m.**	Ag. Auditorium Committee and Board Meetings
Monday, May 12	10:00 a.m. – 3:00 p.m.	Room 105 Ag. Admin. Board Meeting
Monday, June 9	10:00 a.m. – 3:00 p.m.**	Ag. Auditorium Committee and Board Meetings
Monday, September 8	10:00 a.m. – 3:00 p.m.	Ag. Auditorium Board Meeting
Monday, October 20	10:00 a.m. – 3:00 p.m.**	Ag. Auditorium Committee and Board Meetings
Monday, November 10	10:00 a.m. – 3:00 p.m.	Ag. Auditorium Board Meeting

\*Committees will not be meeting in January. The January meeting will be devoted to the orientation of board members and establishing Action Plans for each committee.

\*\* Keith, Ken and Linda from the OSU Extension Administrative Team will be meeting with the board on these dates. These dialogues will begin at 1:00 p.m. and normally last approximately 1 hour.

The 2008 committee assignments are listed on the following page. If you have not designated a committee preference and are still interested in serving on one of the Ohio Association of Extension Professional (OAEP) committees, please share your committee preference with Cindy Shuster by December 30<sup>th</sup>.

Cindy Shuster, 2008 OAEP President  
 Ohio State University Extension, Perry County  
 104 S. Columbus St., P.O. Box 279  
 Somerset, Ohio 43783  
 740-743-1602  
[shuster.24@cfaes.osu.edu](mailto:shuster.24@cfaes.osu.edu)

Visit our OAEP website at <http://oaep.osu.edu>

**Ohio Association of Extension Professionals**  
**Committee Assignments**  
As of November 28

**RECOGNITION COMMITTEE**

**Chair: Dave Dugan**

Kirk Bloir  
Erin Deel Dailey  
Cora French-Robinson  
Larysa Hook  
Kenneth LaFontaine  
Carol Miller  
Barbara Phares  
Nancy Recker  
Marilyn Sachs  
Judy Villard

**Co-Chair: Allen Auck**

Carol Chandler  
Andrea Daubenmier  
Linnette Goard  
Margaret Jenkins  
Mary Longo  
Tracie Montague  
Sharon Strouse  
Julie Banbury Robinson  
Katharine Shumaker  
Marisa Warrix

**Past Chair: Cindy Shuster**

David Crawford  
Julie Fox  
Ann Golden  
Sara Kleon  
Monadine Matthey  
Melina Morrison  
Marilyn Rabe  
Jessica Rockey  
Cynthia Torppa

**PUBLIC RELATIONS**

**Chair: Don Ordaz**

Deborah Angell  
Barbara Carder  
Jamie Good  
Jonah Johnson  
Sally McClaskey  
Gwen Wolford

**Co-Chair: Jennifer Hartzler**

Brad Bergeurd  
Flo Chirra  
Larry Hall  
Mark Koenig  
Marissa Mullett  
Demetria Woods

**Past Chair: Jo Williams**

Maurus Brown  
Connie Goble  
Angela Holmes  
Paul Kuber  
Zachary Rinkes

**PERSONNEL**

**Chair: John Barker**

Kathleen Booker  
Deborah J. Carney  
Nicola S. Eyre  
John Grimes  
Mark Landfeld  
Mike Lloyd  
Rose Fisher Merkwowitz  
Joy Sharp  
Kenneth Simeral  
Gary Wilson

**Co-Chair: Sheila Maggard**

Donald Breece  
Kara Colvin  
Beth Gaydos  
Diane Johnson  
Ed Lentz  
Todd Mangen  
Tony Nye  
Rich Sherman  
Ed Warner  
Lisa Wittenauer

**Past Chair: Bruce Clevenger**

Pat Brinkman  
Jennifer Even  
Jan Gordon  
Jane Keyser  
Clif Little  
Niki Nestor McNeely  
Steve Prochaska  
Susan Shockey  
Treva Williams  
John Yost

**PROFESSIONAL IMPROVEMENT**

**Chair: Sherry Nickles**

Mary Beth Albright  
 Pam Bennett  
 Karen Bruns  
 Julie Dalzell  
 Gary Gao  
 Paula Hathaway  
 Jim Jasinski  
 Terrance Kline  
 Polly Loy  
 David Marrison  
 Cindy Oliveri  
 Nancy Snook  
 Alan Sundermeier  
 Cassie Turner  
 Brenda Young

**Co-Chair: Pam Montgomery**

Lisa Barlage  
 Beth Boomershine  
 Chris Bruynis  
 Mike Estadt  
 David Goerig  
 Patty House  
 Kathy Jelley  
 Hannah M. Kohler  
 Joseph Lucente  
 Heather Neikirk  
 Brian Raison  
 Beth Stefura  
 Minnie Taylor  
 Travis West

**Past Chair: Cindy Long**

Carolyn Belczyk  
 Steve Brady  
 Judy Conrad  
 Jennifer Even  
 Kate Gross  
 Nancy Hudson  
 Andrew Kelner  
 Regina Kuhn  
 Jerry Mahan  
 Punam Ohri-Vachaspati  
 Vicki Schwartz  
 Amy Stone  
 Cynthia Toler  
 Carolyn Wilson

**POLICY****Chair: Kathy Lechman**

Cindy Bond-Zielinski  
 Lu Ann Freppon Duncan  
 Julia Herron  
 Rob Leeds  
 Teresa Stone  
 Randall Zondag

**Co-Chair: Andrew Kleinschmidt**

Lois Clark  
 Janice Hanna  
 Scott Kleon  
 David Mangione  
 Theodore Wiseman

**Past Chair: Julia Woodruff**

Bruce Clevenger  
 Doris Herringshaw  
 Gregory Labarge  
 Chris Penrose  
 Chris Zoller

**PROGRAM****Chair: Tricia Callahan**

Sylvia Altenburger  
 Beth Anne Fausey  
 Nadine Fogt  
 Rory Lewandowski  
 Maggie Magoon  
 Laura Rohlf  
 Lisa Siciliano-Miller  
 Jill Stechschulte  
 Janine Yeske

**Co-Chair: Randall Reeder**

Kathleen Blackford  
 Garrett R. Fenton  
 John Hixson  
 Mark Light  
 Timothy Malinich  
 Michelle Shipe  
 Elizabeth Smith  
 C. Richard Stephens

**Past Chair: Tricia Callahan**

Nancy Ellzey  
 Theresa Ferrari  
 Christy Leeds  
 Sharon Mader  
 Laura Jane Murphy  
 Susan Shockey  
 Gwen Soule  
 Tracy Winters

**2008****Ohio Association of Extension Professionals**



## Committees, Appointments & Representatives to other Organizations

<p>OAEP Audit Committee Members local to the treasurer will be appointed for a 1-year term following the OAEP officer elections.</p>	
<p>OAEP Nominating Committee Past President serves as chair; committee shall consist of one member per program area/region/state. Andy Merritt, Chair</p>	2008
<p>OAEP News Editor Appointed annually by the OAEP Board Jill Stechschulte</p>	2008
<p>CFAES Faculty Council Outgoing member conducts election in each region (3-year term) Julie Dalzell Jacqueline LaMuth Penne Smith Doris Herringshaw, Secretary David Marrison</p>	2010 2010 2009 2008 2008
<p>Ohio Ag Council 1<sup>st</sup> and 2<sup>nd</sup> Vice President Agriculture Dave Marrison TBD</p>	2007-2008 2008-2009
<p>Ohio 4-H Foundation Lisa McCutcheon Jason Hedrick Kirk Bloir</p>	2006-2008 2007-2009 2007-2008
<p>Ohio Sheep Improvement Foundation TBD</p>	
<p>State 4-H Horse Committee TBD</p>	
<p>State Extension Advisory Committee Cindy Shuster</p>	2008

### Ohio Association of Extension Professionals and National Professional Association Contact Information

The Ohio Association of Extension Professionals (OAEP) is the state professional association for Extension Professionals. Membership is open to any OSU Extension personnel with an Administrative and Professional (A&P) or Faculty appointment. Active membership of this association shall carry with it the privilege of holding any Board position in the association and of voting on all matters coming before meetings of the association. (Members of OSU Extension Administrative Cabinet and civil service employees are excluded from membership.)

OAEP has two main objectives: One is the professional improvement of its members. The other is the improvement of the Extension organization as an educational delivery system for county, state and federal Extension Programs.

There are six standing committees that give guidance and direction to the issues of interest to OAEP. The six standing committees are professional improvement, recognition, public relations, policy, personnel, and program. For more information contact:

Cindy Shuster,  
2008 OAEP President,  
104 S. Columbus St., P.O. Box 279  
Somerset, Ohio 43783

Phone: 740-743-1602  
e-mail: [shuster.24@cfaes.osu.edu](mailto:shuster.24@cfaes.osu.edu)

### **Epsilon Sigma Phi - National Extension Fraternity**

Epsilon Sigma Phi (ESP), the national Extension Fraternity, promotes effective working relationships among county, regional, state, and administrative personnel. Membership is by invitation only. Initiates must have completed five years of Extension work. Ohio's chapter is Alpha Eta. For additional information contact:

Karen Bruns  
2008 ESP President  
400 Stillman  
1947 College Road  
Columbus, Ohio 43210

Phone: 614-292-9613  
e-mail: [bruns.1@cfaes.osu.edu](mailto:bruns.1@cfaes.osu.edu)

### **National Professional Associations**

Four professional associations promote professional improvement and Extension organization improvement on a national level. The OAEP Vice Presidents serve as the liaison with the national associations. Contact the Vice President in the areas of your interest for additional information.

NACAA – National Association of County Agriculture Agents

Dave Marrison, Ashtabula County, [marrison.2@cfaes.osu.edu](mailto:marrison.2@cfaes.osu.edu) 440-576-9008

NAE4-HA – National Association of Extension 4-H Agents

Lisa McCutcheon, Licking County, [mccutcheon.46@cfaes.osu.edu](mailto:mccutcheon.46@cfaes.osu.edu) 740-670-5315

NEAFCS – National Extension Association of Family and Consumer Sciences

Deb Angell, Huron County, [angell.20@cfaes.osu.edu](mailto:angell.20@cfaes.osu.edu) 419-668-8219

NACDEP – National Association of Community Development Extension Professionals

Maurus Brown, OSU Center at Piketon County, [brown.989@cfaes.osu.edu](mailto:brown.989@cfaes.osu.edu) 740-289-2071