

Chi Epsilon Sigma News

Extension Support Staff Fraternity

Alpha Chapter

JULY TO SEPTEMBER 2020

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THE OHIO STATE UNIVERSITY

COLLEGE OF FOOD, AGRICULTURAL, AND ENVIRONMENTAL SCIENCES

Hello CES,

I hope you are all safe and well. Summer is almost gone, fall is right around the corner, and we are adapting to this new normal - whatever that may look like for your offices! Ohioans have a talent for looking out for each other, so I know you are all doing your best to look out for the clients and colleagues entering your offices. I hope however your county decided to handle your health and safety, you are all comfortable with the steps they took to protect you. Take a breath, look around, and realize that without you, your offices would not been able to even get to this point. OSU Extension can perform at the level we are at because of support staff like you!

As we look toward the end of the year, we see that our Annual Meeting is right around the corner in December! While this year’s event will be virtual, there is still tons of opportunity to make this meeting one of the most productive yet! The Annual Meeting Committee will start planning meetings soon, so sign up for the committee if you would like to help! Your voice is important to CES, and your ideas are what helps us thrive.

Thank you all for everything you do for your offices, your communities, and your state. I am personally grateful that you are all part of our Extension community. Enjoy what is left of summer!

Best,
Adam Ziadeh
CES President

CES MEETING DATES/TIMES:
Zoom link will be sent out, 10am – noon, November 3rd
Annual Meeting, December 7, 9 AM

[CES Constitution and Bylaws](#)
[CES Standing Rules](#)

CES Nomination Slate for Board Openings: Carol Wagner, CES VP, Chair CES Nominating Committee

I hope this newsletter finds you safe and healthy. Since the last newsletter, some of you have been able to return to the office even if it is on a limited basis. I hope you can enjoy a step towards “normalcy” even if it does bring new challenges. I am proud of each and everyone of our CES members for their continued efforts to support our educators, programs, and our communities at the highest level, no matter the obstacles put in your path! Thank you for all you have done and continue to do.

As CES Vice President I am tasked with chairing the Nominating Committee. This year’s election and installation of officers will look a little different due to Annual Conference being held virtually. We will be looking to do the election on-line, before Annual Conference, and for installation of officers to take place during Annual Conference. At this time, we believe we will be using a Qualtrics survey/election ballot to accomplish this.

The slate of officers for election in 2020 but to serve for two years ('21- '22) is as follows:

- **Treasurer**-- Marianne Guthrie has resigned her position as Treasurer of CES, leaving the position **open for nominees**.
- **Annalist**-- Vickie Snyder has graciously offered to run again for the Annalist position.
- **Support Staff Liaison**-- Heather Keller generously stepped in for the remainder of LeeAnn Johnsons term as Support Staff Liaison. This office is **open for nominees**.
- **Vice President** -is a three-year commitment (1-year vice, 1-year president, and 1-year past president) -- The Vice President position is elected every year and is **open for nominees**.

Please consider serving as an officer or if you know of someone who you believe would be amazing addition to the CES board please feel free to reach out at wagner.1142@osu.edu or 419-767-6045.

Looking forward to seeing you in person 😊

Carol Wagner

CES Vice President

CES Offers Monetary Help for Membership and Annual Meeting Registration: Kay Kramer, CES Secretary, Chair CES Membership and Annual Meeting Awards Committee

Each year, CES provides financial awards to six members to cover the cost of membership dues. Additionally, CES provides up to \$100 to assist with the expenses associated with attendance and participation at the CES Annual Meeting for one individual. These awards are based on the county or department’s inability to provide funds to cover the dues or to register for the 2020 Annual Meeting and Extension Annual Conference.

This year, CES will be awarding funds to cover 2021 annual membership dues to 6 non-current members. The award will be variable - up to \$45 for non-current members joining OJCEP, CES, and TERSSA, and up to \$30 for those only joining OJCEP/CES. Please forward this information on to new support staff members or other non-current members who have been unable to join because of limited availability of funds.

One individual will be awarded up to \$100 in actual expenses to attend the 2020 CES Annual Meeting held as part of Extension Annual Conference scheduled for December 7 -9. The 2020 annual meeting award is available to any current member of CES and will use the same application as the membership dues awards.

The deadline to apply is October 20 for the membership dues award and November 16 for the Annual Meeting Award. Award winners will be notified prior to the registration deadlines for joining OJCEP/CES and attending Annual Meeting and Extension Annual Conference. Funds will be disbursed via internal transfer shortly following notification.

To be considered for these awards, applicants must submit the [Award Application](#) with a signature from their supervisor indicating that funds are not available to cover these expenses.

If you have any questions about either of these awards, please reach out to CES Secretary Kay Kramer at kramer.578@osu.edu.

CES Membership Info and Excellence Award: Paige Matney, CES Membership Secretary, Chair CES Extension Support Staff Excellence Award Selection Committee

Chi Epsilon Sigma Membership

OJCEP/CES have offered to waive the 2021 dues for current members. Be on the lookout for more information regarding CES's 2021 Membership and 2020 Annual Meeting Awards as well for OJCEP membership drive for non-current members and for TERSSA membership for all support staff.

Reminder, Chi Epsilon Sigma is part of OJCEP, therefore our membership will be ran through their membership process. I will send out an email once registration has begun!

CES Extension Support Staff Excellence Award

The Support Staff Excellence Award is awarded to one support staff annually. The award recognizes the importance of knowledge, skills and service and serves as an incentive for recognition by the Extension organization. Nominees must be a current, active member and must have been a member of Chi Epsilon Sigma for the last 5 years. This award can only be received once in a lifetime.

How to apply: Nominations will begin being accepted starting on October 1st and will be accepted until November 6th. Nomination Form will be available at: <https://go.osu.edu/2020supportstaffexcellence>

If you have any questions, feel free to contact me at Matney.30@osu.edu or 740-533-4322.

Previous Winners:

Mary Alice Shupp, Carol Beatty, Kathy Bulka, Carolyn Hall, Lee Ann Johnson, Vickie Snyder, Cheryl Fischnich, Dawn Ford Cramer, Linda Good, Teresa Funk, Lori Moff, Jennifer Lindimore, Arlene Duffey

CES Recognition and Awards: Ashley Gerber, CES Historian, Chair CES Recognition Committee

Dorothy Rex Inspiration Award



Established by founding member of Chi Epsilon Sigma, Dorothy Rex. Dorothy remains involved with CES as emeriti. She was Ohio's first president of CES and was instrumental in laying the foundation of the first Extension support staff organization.

This award is given each year, in her honor, to an individual who has been inspirational in their Extension position.

How to apply: Nominations are made via email to Paige Matney at matney.30@osu.edu and must include the nominee's name and a brief explanation of how that member has been an inspiration to you and others. Dorothy herself will review the nominations.

Application Deadline: *The application deadline is November 6th*

Previous Winners:

Kathy Bulka, Vickie Snyder, Carolyn Hall, Teresa Funk, Kris Simpson, Michelle Key, Kathy Mohler, Deborah Delp, Patty Corfman, Linda Good, Lee Ann Johnson, Arlene Duffey, Linda Newman and Marianne Guthrie

CES Recognition and Awards- continued: Ashley Gerber, CES Historian, Chair CES Recognition Committee

Ohio JCEP / ESP Creative Works & Media Contest

Creative Works - Do you have a great newsletter, website, TV program curriculum package, fact sheet, media production or other educational or marketing item you or your team created? This is the category to get those works recognized. All Extension Professionals (including non-faculty and non-ESP members) are eligible to enter their work in this competition. Materials must be created between September 1st and August 31st*Printed Mass Media:

- * Radio Interview
- Photo Feature
- Program/Event Press Release
- Follow-up News Story/Press Release
- Periodical Publication
- Personal Column
- * Exhibits:
 - Educational Exhibit, Internally Produced
 - Educational Exhibit, Professionally Assisted
 - Promotional Exhibit, Internally Produced
 - Promotional Exhibit, Professionally Assisted
- * Promotional Material:
 - Promotional Flyer, Internally Produced
 - Promotional Flyer, Professionally Assisted
 - Promotional Package – Individual
 - Promotional Package – Team
- * Publications:
 - Fact Sheet
 - Bulletins & Monographs
 - Project Book
- * Television Interview
- * Instructional Video/CD/DVD/Podcast
- * Computer Generated Presentations
- * Curriculum Package - Individual
- * Curriculum Package – Team
- * Newsletters:
 - Team, Internally Produce
 - Team, Professionally Assisted
 - Individual, Internally Produced
 - Individual, Professionally Assisted
- * Computer-Generated Communications:
 - Home Page on the WWW
 - Camtasia (or similar)
 - Blog
 - Social Networking Medium

How to apply: Complete the online application form at <https://extension.osu.edu/about/ohio-joint-council-extension-professionals/ohio-jcep-committees/ohio-jcep-scholarships-grant-1>

Application Deadline: *The application deadline is October 15th*

OJCEP: Scholarships

OJCEP Committees:

[Executive](#)

[Personnel](#)

[Global Relations](#)

[Marketing](#)

[Scholarships, Grants and Recognition](#)

[Resource Development and Management](#)

[Public Issues](#)

[Professional Development](#)

[Membership Recruitment and Retention](#)

Sister Chapters: Vickie Snyder, CES Annalist, Chair Outreach Committee

[BETA Chapter News](#) – from Arkansas

[Gamma Chapter News](#) – from Kentucky

[Epsilon Chapter News](#) – from Louisiana

2020 CES Silent Auction is Going Virtual- Plan Your Participation: Terri Fisher, CFAES Staff Advisory Council Liaison, Chair CES Fundraiser Committee

WHY: Please consider participating in this year's Silent Auction at the OSU Extension Virtual Annual Conference (December 7-9, 2020) – an opportunity to support a good cause. Chi Epsilon Sigma (CES) sponsors this annual fundraiser to recognize an Extension support staff member via the Chi Epsilon Sigma Extension [Support Staff Excellence Award](#).

WHO: Whether you are a county or campus office, consider this an opportunity for a team project and donate a themed “basket” or individual item for the Silent Auction. If there is something unique about your county, consider that as a theme for your donated item(s). We would like to have a donation from every county/office!

WHAT: Do you have a special talent that you would like to share with your Extension colleagues? Do you knit, sew, do woodwork, paint, make jewelry, bake, etc.? Are you an independent seller for a company that sells purses, jewelry, makeup...? Know of local/statewide businesses that would love to donate products or gift certificates for some additional publicity around the state?

WHERE: We are going virtual! That means things will operate a little differently than normal, but we are confident we can make it work. Items will have to be shipped directly from donor to bidder, so please consider whether you will be able to ship the item(s) you are donating. We will also be accepting cash donations to the fund if you prefer to give your support via that option (<http://go.osu.edu/CESGiveNow>). Some ideas for low-cost, shipping-friendly items include: gift cards/certificates, jewelry, make up/skin care, small fishing gear, handmade greeting cards, OSU items, wall art, small handmade blankets, lottery tickets.

WHEN: Your donation details can be submitted via Qualtrics at <http://go.osu.edu/CESSilentAuction2020> until November 15, 2020. Details about the online bidding format via OneDrive/Microsoft 365 will follow. Bidding will open a week or two before the December 7-9 Annual Conference, and close the last day of the conference.

Don't forget to prepare your shopping list so you can participate as a bidder even if you cannot donate this year! These auction items are always unique and thoughtful, and the auction will be held just in time for the holiday season, those winter birthdays, or even planning ahead for Valentine's Day!

Thanks so very much for your support!

The CES Fundraiser Committee

Terri Fisher - Chair, fisher.456@osu.edu

Linda Good, good.72@osu.edu

Marianne Guthrie, guthrie.76@osu.edu

Stephanie Knight, knight.629@osu.edu

Carol Wagner, wagner.1142@osu.edu

Member Benefits

- CES lapel pin & certificate
- [Quarterly CES newsletters](#)
- [Optional participation in the "Secret Friend" program](#)
- Recognition for professional and personal achievement
- Years of Service and New Member Awards
- [Annual Meeting and Membership Awards](#)
- [Awards through OJCEP Creative Works](#)
- [Dorothy Rex Inspirational Award](#)
- [CES Extension Support Staff Excellence Award](#)



TERSSA UPDATE

[2021 TERSSA National Conference](#)

September 21, 2021

Kitty Hawk, NC

TERSSA in OHIO - 2022

[Notes from CES Delta Chapter and TERSSA Sisters in Louisiana](#)

Lindsay Baker and Danielle Donahue de Tarnowsky – both in Baton Rouge

Danielle: We were very fortunate and had very little damage - lots of small limbs to be picked up. We were very blessed not to receive a direct hit.

Lindsay: Like Danielle, I too was abundantly blessed and not in the direct path. We lost power for a bit and had a few limbs to pick up in the yard, but otherwise fared very well. I appreciate you guys checking in on us!

[Thank You Note from Teresa Funk:](#)

Dear CES friends,

I wanted to extend a HUGE thank you to each of you that took the time to send me so many cards, emails, texts, and Facebook posts during my recent bout with COVID19. Your outpouring friendship, care, concern were bright spots in some of my worst and darkest days. The power of your prayers were certainly felt and answered as I did survive without a hospital stay.

COVID19 is such a scary virus that impacts individuals in different ways as there are so many symptoms and side effects. Both my husband and I had the virus and thankfully he felt just like he had the flu, but with me, symptoms were much worse and I had many more than he did. I am getting better (thanks to my friends and family) but have lingering side effects (doctors can't tell me when or if they'll go away).

I plead with you to socially distance, wear a mask, and take the precautions you can to protect not only yourself but those around you.. In other words, be the considerate human beings that I know you all are and we'll get through this pandemic much quicker.

I hope that each of you continue the amazing job you always do but especially now, as you continue to reinvent work spaces, Extension programs, methods of communication with your clientele, and making OUS Extension the outstanding organization that it is today!

I also hope that you find bright spots in your days to "stop and smell the roses" and appreciate all that you have. Pandemics are life altering and I'm sure that many, if not all of you, have re-evaluated and possibly re-prioritized things in your life. You know the saying that "hindsight is 2020", but I'm sure you'd agree that we'd like to have 2020 in our rear view mirrors sooner than later...but you all make a difference EVERY day!

From the bottom of my heart, I thank you again for your outpouring of friendship, care and concern.

TERSSA

[TERSSA FACEBOOK](#)

www.TERSSA.org

Current Participating States: Alabama, Kentucky, Louisiana, Maine, Mississippi, Missouri, North Carolina, Ohio, South Carolina and Virginia Tech

Why be a member of TERSSA?

As with program staff (4-H, FCS, CD, AG), national associations and conferences provide the opportunity to add to our professional development, network with our peers, expand Extension knowledge, and broaden our world view.

Mission Statement: The Extension & Research Support Staff Association will improve the lives and careers of members by providing one voice to improve the development of Extension and Research across Regions through professional recognition, networking with states, administration advocacy and professional and personal improvement.

Membership Dues: \$15.00 payable with CES and

Please Submit any edits for C&B and Standing Rules: Beth Young, CES Past President, Chair CES Constitution and Bylaws Committee

On an inquiry to HR, informed of a needed change- to begin using Retiree in place of Emeriti: *Emeriti is only for faculty. There is a hiring process that retiring faculty (providing they meet the qualifications) can apply to the Board of Trustees for emeritus status. Staff members can only retire.*

Once the committee has met to review, and markup the changes- the C&B document will be sent out for a vote. Watch your email for this important request for your input.

Personal Glimpse: Adam Ziadeh, CES President

Adam is 35 years old and resides in Hebron, Ohio. He was raised in the village of Baltimore, Ohio (Northern Fairfield County) on a horse farm. Due to his dual loves of agriculture and talking to anyone who will listen, Adam made the decision to attend The Ohio State University and major in Agricultural and Extension Education.

After graduating from Ohio State in 2009, Adam briefly served as a substitute teacher at Tolles Career and Technical Center before serving as an Agricultural Education Instructor and FFA Advisor in Carrollton, Ohio. Adam returned to Ohio State in 2015 to fill the position of Program Assistant of the Pesticide Safety Education Program and is now in his 5th year with OSU Extension.

Adam was married in April to his wife, Victoria. Together they have two dogs (Carmen and Pepperoni), two cats (Sheldon and Pats), and more plants than a botanical garden.

CES Well Wishes and Welcome Emails: Heather Keller, CES Support Staff Liaison, Chair CES Professional Improvement and Activities Committee

Since stepping into the role of Support Staff Liaison following LeeAnn Johnson's retirement on June 30th, I have emailed birthday wishes to 21 of our CES members and work anniversary wishes to 12 members. In addition, a new support staff/program assistant employee has been hired and will begin shortly. I will send the new employee a welcome email which includes information on Chi Epsilon Sigma, JCEP, a copy of the Support Staff Onboarding Outline (prepared by one of our committees in 2018), information on our Support Staff Facebook page and a contact list of our current CES Officers.

Best Wishes to Lee Ann Johnson in her recent retirement. Thanks for the MANY contributions to CES through the years!

Lee Ann Johnson, johnson43754@gmail.com:

I want to take a minute during this pandemic retirement to send my CES friends a huge thank you. It meant a lot to me to receive many emails, cards and zoom shout outs from you. While this staying at home retirement isn't entirely what I envisioned, I know one day we'll get to take our travels to see family and friends and visit many of the national parks. It didn't take me long to get into the "forever Friday" feeling. Please stay in touch.



Welcome to Heather Keller to the CES Board as CES Support Staff Liaison

Help us find more retiree contact information: email, address, or Friend on Facebook?

Edith Spencer, Kenton, OH: Edith mailed this note on August 12th in response to our Support Staff Liaison's retiree inquiry:

Finally I'm getting back to you! My life never stops being a whirlwind and it doesn't get any better! My oldest daughter picked me up last night for a baby shower for my granddaughter. It's always something, a GOOD something I might add. Kathy Oliver, my Extension agent retired, keeps in close contact and visits regularly. So does Jim Hoorman, retired water quality (we work together a lot). Those were the best years of my life, oh how I loved it! I have 3 daughters and raised 4, that is a story itself. I still live on my 10-acre farm alone, still drive and keep busy. Birthday, 4/1- Yes, I was born on April Fool's Day- that has always been my excuse for my behavior! Keep in touch!

Kathy Bulka, KBULKA@neo.rr.com

I retired December 31, 2016 after 31 years with OSU Extension, Medina County. I LOVED everything about my job and the co-workers I worked with all those years. It was an absolutely wonderful and positive working experience. And of course, one of the reasons I loved it was the fact that I was a charter member of the BEST support staff fraternity at OSU—Chi Epsilon Sigma. I was in various leadership roles, including president. By being in a leadership role provides the opportunity to develop relationships throughout the state and I would encourage all members to consider this.

I think everyone knows when it is the best time for retirement. I know I did. My husband, Bobby, of 52 years (*as of June 1st*) had been retired 5 years before me and I felt that life was just too short not to join him in this new chapter of my life. I definitely wanted to retire when we were both healthy enough to enjoy it. I never regretted that decision. It clearly was the right time for me.

Bobby was my high school sweetheart and has always been the LOVE of my life, my BEST friend and GREATEST support. I thank God every day for him. We celebrated our 50th anniversary with family and close friends at a party center on May 20, 2018. On our actual anniversary that year (*June 1*) we traveled to Lancaster, PA, for the weekend to see the premier performance of "Jesus" at the Sights and Sounds Theater, something we always wanted to do. Both 50th anniversary celebrations were absolutely wonderful and the memories will last a lifetime!

Originally, when I retired, we planned on traveling somewhat even though we were pretty much homebodies. Our two adult children (Tami—mother of our two precious grandsons, Calvin and Jack) and son Scott live in Medina close to us, which I am extremely thankful for since we are a close-knit family. My parents and older sister, Diane, first of 5 children who was born mentally and physically challenged and who lived with my parents for 60 years, all moved to Medina in 2007 when my parents were 83 years old and physically unable to care for Diane any longer. My parents bought a home in Medina City at that time to be closer to us and Diane moved into a group home for handicapped citizens in Medina County. After 60 years of marriage, this was the first time mom and dad were just a couple. We had great times with my parents doing all sorts of things once they moved to Medina. I was totally responsible for them and am guardian to Diane so having them all close to me was a win-win situation. Since I was the 2nd oldest, I always took on the role of the oldest child, which you could say I was the "mother hen" of my siblings.

In 2014, my parents moved into an assisted living facility in Medina due to medical issues and lived there until 2018 when they were 94. At this time they needed additional care and moved into a skilled care nursing facility. Since 2007, when they moved to Medina, Bobby and I visited them frequently and I was totally responsible in the decision-making of their care. Sadly to say, my dad passed August 10, 2018 (*age 94*) and my mom just recently February 3, 2020 (*age 95*). Being with my parents and watching what they had to go through at the end of their lives was the hardest thing I've ever had to do. Even though I was blessed and thankful to have had them for as long as I did, I love and miss them every day. They always knew how much we loved them and always knew we had their best interest at heart. Bobby was the BEST "son" my parents could have asked for. (*Bobby's parents were absolutely wonderful people, but we lost them over 40 years ago.*)

A month after my dad passed in 2018 Diane moved into the same nursing home and shared a room with my mom. Mom and Diane were together again. We continued to visit them daily again always looking out for their well-being.

During this coronavirus situation, we are unable to visit Diane but are fortunate to have our daily Skype calls with her so she knows we love her and are always there for her. Just like I did for my parents, I have to be Diane's eyes, ears and voice. By Skyping I can see for myself how she is doing, interact with her, and ask all my questions which gives me great comfort.

As we have always done, we continue to spend much time with our children and grandsons. We have been close to Calvin and Jack since the day they were born. They have rooms in our home and have spent many nights with us which we love. We have taken the boys on most all our vacations, including cruises, whitewater rafting, waterparks, amusement parks, sight-seeing in different states, etc. and have always participated in whatever they were involved with. Bobby and I are definitely hands-on grandparents! Calvin, our oldest, will be 18 in July and graduated this year. It really saddens me to see how commencements are being held for all the 2020 graduates since is it such a memorable time for them.

Calvin plans to attend college in the fall; Jack is 15 and will be a sophomore. Both are GREAT kids, WONDERFUL students and clearly our PRIDE AND JOY. In other words, we couldn't love them more! You could say, my family and family activities have ALWAYS been a priority in our lives.

Bobby and I plan to take a cruise to the New England states (*NOT this year*) and also someday go out west to see the Grand Canyon and surrounding sites. We also plan to take a weekend trip to Hocking Hills (*hopefully in the fall*) just to admire the outdoor beauty and hike, which we both love to do.

Visits to my younger sister Susi in Kentucky are also in my plans, but not until I feel it's safe enough to fly. Susi and I always took day trips to Nashville when I visited the last couple times, which is a lot of fun. We have taken bus tours and also went to the Grand Ole Opry which really was a highlight. We try to get together a few weekends a year whether it be in Medina, Kentucky or visit our younger brother, Ken, and his family in Texas. Through the years Susi and I took trips to New York City for theater, sightseeing and shopping (*last NYC trip was in 2017*). We're hoping to go back again someday when the virus situation gets better. Another brother, Don (*3rd in line*) and his wife, live in Brunswick, OH, which is close to us. Bobby and I frequently get together with them also.

This August, we have plans to meet Ken, Susi (*and spouses*) in Branson, Missouri for a long weekend to see the biblical performance "Noah" at the Sights and Sounds Theater (*there are two theaters—one in Lancaster, PA and one in Branson*). As of now, everything is on hold so we just have to wait and see. The theater holds 5,000 so I'm not sure how that would work with social distancing. Nothing is for sure at this time and all travel plans are on hold for everyone. I know we have been following the "Stay at Home" guidelines to the tee since both of us are at that vulnerable age.

Since retiring, I've enjoyed many lunches and dinners with some of my closest OSU friends and have attended Master Gardener Annual meetings each year. I worked closely with the Master Gardeners for quite a few years and made many friends and was truly honored when they made me an Honorary Master Gardener in 2016 even though I don't have one ounce of gardening knowledge behind me. I cherish all my OSU friendships. Bobby and I also love our time just being together including taking walks, spending time with our friends, and our little Shih Tzu dog, Flo, who clearly is a family member and totally spoiled.



In closing, we have lived in our Medina home for 45 years. It is the home our children and grandchildren know and we hope to live here for as long as we can (*God willing of course*). We love our family, our home and our life. And for those who are retiring soon or thinking about retiring, the only advice I can give is just cherish each day as each day is truly a blessing. There is no right or wrong on how to spend your senior years. It is whatever you want it to be. If you're happy doing whatever it is you're doing, then believe me without a doubt your retirement is successful. It is all what you make of it. And for us, as long as Bobby and I can spend the rest of our lives together happy & healthy . . . our life will be complete!

Take care, God Bless and Stay Safe dear friends. Love, Kathy Bulka

Remember Your Secret Friend:

An OSU flag, a scarf, an extra stamp, tea bags, movie or lottery tickets, gift cards... ideas that fit in an envelope with little postage... but the thought means more than the monetary cost, please keep it simple and fun!

Specializations Listed Individually in OSUE Directory

In an effort to improve connectivity across the state, we encourage all CES staff to update their 'specializations' listing in their office's staff pages so it will be reflected in [the OSUE Directory](#). Support staff that have listed their specializations in their profiles can be searched for in the directory. If you still need to update your profile, please add SPECIALIZATIONS as you could help mentor another support staff using one of your strengths.

Helpful Keyboard Tech Tips:

To keep your hands on the keyboard and save time there are MANY shortcuts to use.



1) A favorite is to open File Browser or to open a SECOND browser window, hold the Windows Key and press E - that stands for "Windows Explorer" and will allow you to easily drag and drop files, to copy/paste, move and/or organize files and find things quickly!

2) PowerPoint: to create a Duplicate Slide- hold Control and press D

3) Excel: to force a hard return within a cell, hold Alt and press Enter

CES 2020 Executive Board

President – Adam Ziakeh, ziadeh.4@osu.edu, OSU Extension/ANR

Vice President – Carol Wagner, wagner.1142@osu.edu, OSU Extension Operations

Treasurer – Marianne Guthrie, guthrie.76@osu.edu, Ross County

Secretary – Kay Kramer, kramer.578@osu.edu, Union County

Membership Secretary – Paige Matney, matney.30@osu.edu, Lawrence County

Annalist – Vickie Snyder, snyder.252@osu.edu, OSU Extension Operations, Caldwell

Historian – Ashley Gerber, gerber.248@osu.edu, Holmes County

CFAES Staff Advisory Council Liaison – Terri Fisher, fisher.456@osu.edu, OSU Extension Administration

Support Staff Liaison – Lee Ann Johnson, johnson.82@osu.edu, OSU Extension Operations, Caldwell

Past President – Beth Young, young.1414@osu.edu, Butler County

Until the next edition... hoping to see you virtually at our CES Annual Meeting, December 7, 9AM, during OSU Extension's Annual Conference!

CES Members: we invite you send in items for the newsletter... Please reach out to retirees for contact info... and those who are 'Secret Friends' don't forget to put something in the mail!

HOLD the Dates:
Dec 7 & 8
Virtual Annual Conference