



Ohio Association of
Extension Professionals

2011

~ ANNUAL REPORT ~

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ASSOCIATION PAST PRESIDENTS

1921	S.R. Heffrom- Temp. Chair	1955	Herbert Hadley	1989	Larry Ault
1922	J.D. Hervey- President	1956	C.N. McGrew	1990	Larry Lotz
1923	C.G. Fedner	1957	Lester Cronin	1991	Joyce McDowell
1924	J.C. Hedge	1958	Norman Arnold	1992	Ron Overmyer
1925	J.C. Hedge	1959	L.C. Holtkamp	1993	Herbert "Pete" Lane
1926	H.S. Lewis	1960	Marshall K. Whisler	1994	Gary Wilson
1927	J.P. Schmidt	1961	Oscar E. Share	1995	Jack Sommers
1928	C.E. Rowland	1962	John E. Moore	1996	Nikki Eyre
1929	E.H. Reed	1963	Byron Gamble	1997	Cindy S. Oliveri
1930	J.E. Whonsetler	1964	Harold Ruggles	1998	Jerry Mahan
1931	J.E. Whonsetler	1965	Jim Marquand	1999	Doris Herringshaw
1932	George Kreitler	1966	John Parker	2000	Betty Wingerter
1933	George Kreitler	1967	Ivor Jones	2001	Deanna Tribe
1934	E.O. Williams	1968	John Wells	2002	Ken Lafontaine
1935	E.O. Williams	1969	W.W. Hamilton	2003	Marge Wolford
1936	W.S. Barnhart	1970	Dale Glass	2004	David Samples
1937	H.S. Ward	1971	Philip L. Grover	2005	Barb Brahm
1938	O.D. Sands	1972	Floren James	2006	Chris Olinsky
1939	W.H. Ford	1973	James R. Helt	2007	Andy Merritt/Greg Homan
1940	Howard Bond	1974	Virginia I. Zirkle	2008	Cindy Shuster
1941	Guy Hummon	1975	Bobbie D. Davis	2009	Mike Hogan
1942	C.D. McGrew	1976	Calvin D. Knight	2010	Randall Reeder
1943	Carl R. Bibbee	1977	Robert H. Groves	2011	Lisa McCutcheon
1944	Fred R. Keeler	1978	Carl F. Ruff		
1945	Roger Thomas	1979	Helen G. Storer		
1946	E.A. Drake	1980	Robert A. Cox		
1947	Robert Lang	1981	Robert D. Fleming		
1948	George B. Ganyard	1982	Janis Hughes		
1949	C.B. Stewart	1983	Beulah Hill		
1950	L.A. Best	1984	Ron Courtright		
1951	Ross Milner	1985	J.C. "Joe" McClanahan		
1952	Clarence Brown	1986	Ralph Jordan		
1953	S.N. McIntosh/C.E. Blakeslee	1987	Edison Klingler		
1954	George B. Ganyard	1988	George Ropp		

Ohio Association of Extension Professionals

90th Annual Meeting – December 14, 2011

- Agenda -

Call to Order	Lisa McCutcheon
Pledge of Allegiance	Jenna Hoyt
Inspiration	Vicki Schwartz
Secretary's Report	Ann Golden
Treasurer's Report	Ted Wiseman
Committee Reports	
Personnel	Mike Lloyd
Policy	Cindy Bond-Zielinski
Professional Improvement	Brenda Young
Program	Debby Lewis
Public Relations	Gwen Wolford
Recognition	Nancy Recker
President's Remarks	Lisa McCutcheon
Recognition of 2011 Board Members	Lisa McCutcheon
Nominating Committee Report & Election Results	Randall Reeder
Installation of Officers & Board of Directors	Randall Reeder
President, President-Elect, Past President, Secretary, Treasurer, 1 st and 2 nd Vice-Presidents, Board Representatives	
Remarks from 2012 Association President	Pat Brinkman
Adjourn	Pat Brinkman

Recognition Committee will present awards following
the conclusion of the OAEP meeting.

2011 President's Report

What a year! As I begin to think back to December 2010 when I stepped in to the position as Ohio Association of Extension Professionals (OAEP) President, I truly had no idea what was in store! In retrospect, 2011 has been a year of transition...

Voice. We as OAEP members have witnessed the continued restructuring of OSU Extension. We have appreciated the opportunity to maintain communications with Administration, and to hold open dialogue during our gatherings. The opportunity to participate in this process and to voice suggestions, comments, and concerns is important to the evolution of our organization. Whether it be through representation during Administrative Cabinet meetings, participating in Association President gatherings, or the opportunity to host dialogue with Extension Administration members during OAEP meetings, a variety of opportunities have been made available to our members.

Service. Each of us as professionals are presented with an opportunity to serve. Many professionals stepped forward and were willing to serve in leadership roles within OAEP – board member, committee chair, officer, all of which are critical to the organization as a whole. Each member of the organization plays a role in the success of the group as a whole. Realizing that the roles and responsibilities of the county professional continue to change with both budgetary and staffing challenges, I am proud of the time, efforts, and expertise that were contributed by our membership. It has made all the difference, and our organization has continued to move forward as a result of the contributions of our members.

Representation. In my role as President, I quickly assumed the responsibility of representing the membership during a variety of opportunities and events. Whether it was serving on the State Extension Advisory Committee, participating in the Ohio Farm Bureau President's Tour, or compiling input from our membership to present during an Administrative Cabinet meeting, I took my role as a representative of this organization very seriously. I have attempted to represent you in a most professional and sincere manner. I have worked to insure that the opinions that I presented were not merely my own, but rather that of our members.

In closing, I say thank you... Thank you for having faith in me two years ago to support my election to serve as President-Elect and for supporting me in my role as President throughout the current year. I have been honored to represent you and have felt a great sense of responsibility to do so to the best of my ability.

I look forward to the year ahead, as I believe that Pat will lead us through additional transitions as an organization that will leave us stronger and more valuable. While we may find ourselves in a challenging time as a profession, I wholeheartedly believe that the very best aspect of our work is our ability to work with others and share our talents. We serve our clientele and stakeholders, but we must also continue to serve ourselves and fellow colleagues through professional service and development.

Sincerely,

Lisa D. McCutcheon

2011 OAEP President

Ohio Association of Extension Professionals

2011 Officers

President:	Lisa McCutcheon	Licking County	740-670-5315
	mccutcheon.46@osu.edu		
President Elect:	Pat Brinkman	Fayette County	740-335-1150
	brinkman.93@osu.edu		
Past President:	Randall Reeder		614-292-6648
	Food, Ag and Biological Engineering		reeder.1@osu.edu
Secretary:	Ann Golden	Seneca County	419-447-9722
	golden.4@osu.edu		
Treasurer	Ted Wiseman	Perry County	740-743-1602
	wiseman.15@osu.edu		
1st Vice Presidents			
4-H	Brenda Young	Crawford County	419-562-8731
		young.9@osu.edu	
ANR	Bruce Clevenger	Defiance County	419-789-4771
		clevenger.10@osu.edu	
CD	Eric Romich	Wyandot County	419-294-4931
		romich.2@osu.edu	
FCS	Linnette Goard	Lorain County	440-326-5851
		goad.1@osu.edu	
State	Debby Lewis	Program Dev. & Eval.	614-292-5089
		lewis.205@osu.edu	
2nd Vice Presidents			
4-H	Mark Light	Allen County 4-H	419-879-9108
		light.42@osu.edu	
ANR	Glen Arnold	Putnam County	419-523-6294
		arnold.2@osu.edu	
CD	Julie Fox	South Center	740-289-2071
		fox.264@osu.edu	
FCS	Kathy Michelich	Warren County	513-695-1311
		michelich.1@osu.edu	
State	Joanne Kick-Raack	State Pesticide Trn.	614-247-7489
		kick-raack.1@osu.edu	

Regional / State Board Representatives
2011 Ohio Association of Extension Professionals

NORTH CENTRAL

4-H	2012	Sherry Nickles	Wayne County	330-264-8722
ANR	2012	Maureen Austin	Stark County	330-830-7700
CD	2011	Cindy Bond-Zielinski	Guernsey County	740-489-5300
FCS	2011	Michelle Treber	Pickaway County	740-474-7534

WEST

4-H	2011	Jason Hedrick	Putnam County	419-523-6294
ANR	2011	John Smith	Auglaize County	419-738-2219
CD	2012	Nancy Bowen Elizewy	Van Wert County	419-238-2999
FCS	2012	Cheryl Spires	Fulton County	419-337-9210

SOUTH EAST

4-H	2012	Erin Dailey	Jackson County	740-286-5044
ANR	2012	Jeff Fisher	Pike County	740-289-4837
CD	2011	Mike Lloyd	Noble County	740-732-5681
FCS	2011	Monadine Matthey	Pike/Scioto County	740-289-4837

STATE

4-H	2011	Lucinda Miller	State 4-H Office	614-292-7453
ANR	2011	Stan Ernst	Ag. Economics	614-292-6421
CD	2012	Joe Lucente	Lucas County	419-213-4254
FCS	2012	Kara Newby	H. Dev. & Fam. Science	614-688-0855
AT LARGE	2012	Jerry Thomas	OSUE Admin	614-292-9400
ANREP REP	2011	Joe Bonnell	Program Director	614-292-9383

RETIREE	2011	Ron Overmyer royermyer@roadrunner.com	Emeriti	419-898-0380
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MEMBERSHIP	2012	Teresa Johnson	Defiance County	419-782-4771
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NEWS EDITOR	Appt.	Julia Woodruff	Erie County	419-627-7631
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WEBMASTER	2012	Teresa Johnson	Defiance County	419-782-4771
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December 15, 2010 - Annual Meeting Minutes

President Randall Reeder called the meeting order. Leanna McKamey led the Pledge of Allegiance. An inspirational story of helping hands was given by Sharon Strouse.

Secretary's Report – Ann Golden reported that the minutes of the 2009 Annual Meeting recorded by Becky Barker have been distributed with the agenda. Jill Stechschulte moved to approve the minutes as presented, seconded by Gary Wilson. Minutes approved.

Treasurer's Report – Ted Wiseman directed everyone to the distributed report. Additionally Ted reported that membership is down. Actual income reported is \$13,475.00. Membership dues are still coming in. Ted encouraged Program Assistants to join. Ted also reported that Mark Mechling did an audit and all was fine. We are over in expenses due to money for NEAFCS cookbooks with a Net Gain Loss of -\$5,585.31. The OAEP checking account is currently at \$26,511.39 and with program area liabilities \$46,314.00 is available. Total OAEP funds including money market and OSU Development Funds are at \$56,854.42.

Randall thanked his officers, board, standing committees and membership for outstanding program work. They all made his job easier. He enjoyed being president and learned a lot. For his full report see the Annual Report.

Committee Reports (All complete reports are listed in Annual Report) Randall asked if there were any additional reports.

- Personnel (Treva Williams): Thanked those who were on the committee. Mike Loyd will be the next chair.
- Policy: No Report
- Professional Improvement (Mary Beth Albright) – Thanked committee and reminded all members of the scholarships available. Brenda Young will be taking over.
- Public Relations (Connie Goble) – Reported that Sally McClaskey will be the next chair.
- Recognition (Nancy Recker) – Board will need to fill position of next year's chair. The big piece of the committee to continue to look at is awards.

Old Business –

2012 NEAFCS National Conference – Pat Brinkman reported that in your folder is a flyer about the conference. They are still raising funds by selling Living Well books and Ohio pins. Additionally she appreciated the support from OAEP and Dr. Keith Smith.

New Business – None

OAEP Awards – Nancy Recker, Jessica Rockey and the recognition committee presented the OAEP Awards.

Recognition of Outgoing Board Members – Randall Reeder

Randall thanked and recognized all the outgoing board members with an OSU item as a token of his appreciation.

Installation of OAEP Board members – Mike Hogan

Mike led the group of newly elected board members in the installation.

Lisa McCutcheon – President

Ted Wiseman will serve as Treasure,

Pat Brinkman as President Elect, Ann Golden – 2nd year as Secretary

Brenda Young – 1st VP 4-H, Bruce Clevenger – 1st VP AGR, Eric Romich – 1st VP CD.

Linnette Goard, 1st VP FCS, Debby Lewis – 1st VP State,

Ted Wiseman will serve as Treasure,

Pat Brinkman as President Elect, Ann Golden – 2nd year as Secretary

Bruce Clevenger – 1st VP AGR, Eric Romich – 1st VP CD, Linnette Goard, 1st VP FCS, Debby Lewis – 1st VP State,
Brenda Young – 1st VP 4-H

2nd Vice Presidents

4-H - Mark Light

ANR - Glen Arnold

CD - Julie Fox

FCS - Kathy Michelich

State - Joanne Kick Raack

Regional / State Board Representatives

NORTH CENTRAL

4-H	2012	Sherry Nickles
ANR	2012	Maureen Austin
CD	2011	Cindy Bond-Zielinski
FCS	2011	

WEST

4-H	2011	
ANR	2011	John Smith
CD	2012	Nancy Bowen Elizewy
FCS	2012	Cheryl Spires

SOUTH EAST

4-H	2012	Erin Dailey
ANR	2012	Jeff Fisher
CD	2011	Mike Lloyd
FCS	2011	Monadine Matthey

STATE

4-H	2011	Lucinda Miller
ANR	2011	Stan Ernst
CD	2012	Joe Lucente
FCS	2012	Kara Newby

AT LARGE 2012 Jerry Thomas

ANREP REP 2011 Joe Bonnell

Randall recognized Lisa McCutcheon for all her help this past year. Lisa in turn thanked Randall and presented him with the rotating plaque and a personal plaque.

Lisa McCutcheon addressed the group. She promised the group that she will do her best. She asked us that when challenges come, to do our best and focus on those that we can make a difference and can control. Lisa would like for us to challenge each other to reach their potential and is looking forward to 2011.

Lastly, on January 10th will be the next board meeting at the 4-H Center. All committees will also meet.

Meeting Adjourn

Respectfully submitted by OAEP 2009 Secretary – Becky Barker (filling in for Ann Golden)

OAEP Membership Report - 2011

Teresa M. Johnson, Chair

Membership Chair Responsibilities:

Maintain the OAEP database

Maintain and update the OAEP member and board listserve

Tracking National Association memberships and coordinating with Treasurer to ensure payment for memberships is made to the associations

ASSOCIATION	2011	2010	2009	2008	2007	2006	2005	2004
OAEP	242	245	280	310	314	293	278	305
NACAA	75	70	77	83	86	85	96	103
NAE4HA	97	102	110	117	120	107	100	106
NEAFCS	54	58	74	78	71	70	70	74
CDS/NACDEP *	20	13	35	42	40	25	24	45
ANREP	8							
	Totals do not reflect Life Members within any National Associations. * Totals reflect either CDS Memberships (2004-2006) or NACDEP Memberships (2007-present)							

Benefits of Your Membership

Members are kept informed of association business, representing the interests of membership during discussions with administration, and providing opportunities for members to network and share resources during professional development programs.

Life Membership for retirees has been added for 2012. Cost is \$100 for the year. These will be included in next year's membership report.

Newsletter Editor Report - 2011

Julia Nolan Woodruff, Editor

The OAEP Newsletter was published in the Spring and Fall of 2011.

The number of submissions in the fall were very good and both newsletters provided current OAEP and OSU Extension happenings for the membership.

Future submissions should be sent to the new newsletter editor in Word documents. No special page formatting is needed.

Webmaster Report - 2011

Teresa M. Johnson

OAEP Website: <http://oaep.osu.edu>

2012 GOAL:

I will be working with Communications and Technology Department in developing a new content management website for OAEP.

Visit the OAEP website for more information on....

OAEP Board

- Board officers and members

Meeting dates

Membership

- Membership Brochure

How to join OAEP

Committees

Committee descriptions and reports

Reports

- Board Minutes

OAEP Constitution

Newsletter

OAEP Newsletter

Scholarships

Description of scholarships and application form

National Association

Link to National Associations

Recognition and Awards

- Photos and listing of awards from Annual Conference

OSU Extension Retiree Report—2011

Annual Snowbird Reunion

The 49th Annual OSU Extension Retirees Snowbird Reunion was held in Sarasota, Florida Thursday, January 27, 2011. The 50th Annual OSU Extension Retirees Snowbird Reunion will be held in Sarasota, Florida on Thursday, January, 26, 2012.

Annual Picnic

The 39th annual OSU Extension Retirees Picnic began at noon on Monday, September 12, 2011. The location was the Cedar Creek Lodge at the Battelle-Darby Creek Metro Park. The picnic was called to order by chair Ron Overmyer. Thirty-six Extension staff, retirees and spouses attended. The suggested donation for the picnic was decreased to \$5.00 per person to supplement the \$200 support from OAEP.

Dr. Ken Martin, OSU Extension Associate Director for Programs, presented an OSU Extension administrative update in the absence of Dr. Keith Smith. A major restructuring of Extension is being considered due to appropriation reductions. Dr. Martin highlighted some impact statistics for each of the four program areas. The support of Extension retirees is greatly appreciated.

Lisa McCutchen's President's report for OAEP was given by Dr. Martin via a text message from Lisa. The reduction of faculty and A&P positions will impact OEAP, with active memberships expected to drop from 250 to 200 members.

Marcia Jess, President of ESP, gave her report. ESP will also be impacted by the reduced staff. The organization is reviewing its policy of the five-year involvement with Extension before one can become a member of ESP. ESP and OEAP are exploring ways that they can work together related to issues of common concern. The national meeting of ESP will be held at Cornell University in October, with 3 voting delegates from Ohio.

Deceased co-workers and family members were noted and a moment of silence was held in their honor. Ron Overmyer reviewed correspondence received from retirees who could not attend the picnic.

Bob and Marilyn Sachs from Williams County will co-chair the meeting for 2011-2012.

The 40th annual OSU Extension Retirees Picnic will be held on Monday, September 10, 2012. The location will be the Cedar Creek Lodge at the Battelle-Darby Creek Metro Park.

OSU Extension Retiree Directory Maintenance

Betty Watkins in Keith Smith's office assists in maintaining the OSU Extension Retiree Directory. Joyce Smith maintains an email listing of OSU Extension retirees and keeps them posted on OSU Extension and retiree news.

OAEP Guidelines

The OEAP Guidelines were reviewed, revised and approved by OAEP. The major change was to broaden the eligibility for Extension administrators to be members of OSU Extension retirees.

Reported by;

Bob & Marilyn Sachs

bomar15@frontier.com

Personnel Committee Report—2011

Mike Lloyd, Chair; Kathy Michelich, Chair-elect; Treva Williams, Past Chair

John Barker	Kara Colvin	David Dugan
Jeff Fisher	Beth Flynn	Mike Hogan
Margaret Jenkins	Ed Lentz	Mike Lloyd
Rose Fisher Merkowitz	Kathy Michelich	Janet Wasko Myers
Sherry Nickles	Aletha Reshan	Joy Sharp
Jill Stechschulte	Colleen Wellington	Treva Williams
Rhonda Williams	Gary Wilson	

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

Issues addressed by the committee in 2011:

Effects of Separation Incentive

Each committee meeting in 2011 included discussion of the implementation and results of the separation incentive offered by Extension. Garee Earnest attended three of the committee's four meetings to update the committee on the terms of the incentive, the numbers of individuals eligible and accepting the incentive, and the relationship between the reduced number of Extension professionals to the ongoing restructuring of the organization. With the implementation of the separation incentive no RIF's were needed in 2011.

As the separation incentive was completed the committee discussed with Garee future staffing of the organization and how remaining staff may be relocated due to personal choice and/or local county budget issues. Issues explored included coverage for counties that were temporarily or permanently without an educator, the future of EERA's and EERA leaders, and the future of county directors. The ongoing restructuring should provide a topic for discussion for the 2012 personnel committee.

Evaluation

The committee explored many aspects of Extension's evaluation procedure with both Graham Cochran and Garee Earnest. Questions explored included consistency of the evaluation procedure, mechanics (who does what), pros and cons of the competency model, creation of smart goals, and the need to update the procedure for educating new hires in the system.

Discussions were also held on OSU Pro as the new system was implemented in 2011.

Policy Committee Report—2011

Cindy Bond-Zielinski, Chair; Richard Stephens, Chair Elect

This committee held two face to face meetings and one webx. The committee reviewed all OAEP committee and officer guidelines. The committee presented the recommended changes to the OAEP board for discussion and approval. A list of the guidelines approved by the board is listed below.

In addition the committee recommended to the board a review of committee responsibilities for 2012 with the suggestion of combining committees. This suggestion was made based upon the rationale of fewer employees with the same number of open board positions.

Special recognition to the following policy committee members for **actively** participating in committee and officer guideline updates:

Dave Apsley

Chris Penrose

Lois Clark

Janine Yeske

Rob Leeds

Guidelines updated and approved by OAEP board 2011:

President	First VP Ag and Natural Resources
President – Elect	First VP Family & Consumer Sciences
Past President	First VP Community Development
Secretary	First VP 4-H Youth Development
Treasurer	First VP State
Treasurer elect (new position)	Second VP Ag and Natural Resources
Regional Board Representative	Second VP Family & Consumer Sciences
Executive Committee	Second VP Community Development
Newsletter Editor	Second VP 4-H Youth Development
Policy Committee	Personnel Committee
Professional Improvement Committee	Recognition Committee Chair
Program Committee	Recognition Committee Vice Chair
Public Relations Committee	Recognition Committee
Emeriti	
Representatives to other organizations (deleted)	

The guidelines are posted on the OAEP website.

Professional Improvement Committee — 2011

Brenda Young, Chair, Lisa Barlage, Chair Elect, Mary Beth Albright, Past Chair

Membership of the committee was:

Michelle Atkins	Pam Bennett	Steve Brady
Beth Boomershine	Karen Bruns	Chris Bruynis
Steve Carson	David Crawford	Julie Crook
Julie Fox	Gary Gao	Mike Gastier
David Goerig	Janice Hanna	Jason Hedrick
Kathy Henwood	Angie Holmes	Jim Horman
Nancy Hudson	Jim Jansiski,	Joanne Kick-Rack
Rory Lenwandowski	Mark Light	Tim Malinich
Amanda Meddles	Tracy Montague	Pam Montgomery
Heather Neikirk	Dan Remley	Vicki Schwartz
Cindy Shuster	Liz Smith	Beth Stefura
Kim Stover	Travis West	Demetria Woods
Susan Zeis		

The function of the Professional Improvement Committee is to “support opportunities for membership’s professional improvement thorough in-service activities; support the continuation of support dollars to Educators.”

Committee Work:

The committee met in person on January 10th and discussed goals and objectives for the year. The committee met via WebEx on March 14th. During the June WebEx on 3rd the committee was joined by Terri Gustafson. Committee members provided feedback on the revamping of New Personnel Orientation and the on-boarding process in general.

The committee did member survey to find out Professional Development needs. The rest of the year was spent trying to make arrangements for opportunities to fulfill those needs. Most of the needs focused around use of technology for teaching and program management. The survey was used to focus on those needs for Annual Conference and seek out additional opportunities.

Future Items to Consider:

As changes continue to occur in the on-boarding process, the committee might look at how to best market OAEP to new Extension professionals. A video invitation to join the organization may be a possibility, especially if more of the orientation takes place on-line in the future.

The budget for the year was \$3,400. Three-thousand was allotted for professional improvement scholarships and \$400 for first-timer scholarships for those attending national conferences in their respective program area for the first time. Professional improvement scholarship recipients included:

Spring: \$500 each to - Janine Yeske, Cheryl Spires, and Teresa Johnson

First Timers – Christine Kendall \$100 for NEAFCS.

Fall: \$410 - Margaret Jenkins, Pat Brinkman, and Donna Green

\$270 for Lisa Siciliano-Miller

Since there were more applicants in one program area and non in another for first timers scholarships, the committee asked the Board, in the future, to allow for two first timer scholarships to be given in one program area if the other were not represented in the applications. The Board agreed on the condition that this be noted in the information available to membership.

Program Committee Report— 2011

Debby Lewis, Chair; Michelle Treber, Vice Chair No report provided.

Public Relations Committee Report—2011

Gwen Wolford, Chair/ Sally McClaskey, Vice Chair/ Connie L. Goble , Past Chair

As OAEP updated and revised its guidelines the members of the Public Relations Committee considered the possibility that this committee was not needed and should not be continued. A proposal to eliminate the Public Relations Committee was presented to the OAEP Board at the October 2011 meeting and approved. In its place will be a Membership and Marketing Committee. Its proposed functions are described in this report.

The major activities of the PR Committee have been Buckeye Bounty, an event to support county commissioners and the creation and use of a tabletop display to raise awareness about OAEP to external audiences as well as to current and potential members.

Buckeye Bounty does not seem to be as successful as it was in the past. The committee decision was to participate in this event at the County Commissioner's Association annual meeting this December (2011) and after that point in time to let the Government Relations office take leadership for the event with support from the new OAEP Membership & Marketing Committee.

Proposed functions of new Membership & Marketing Committee:

Internal Audiences

New OSUE professionals:

1. Identify contacts
- 2, Explain benefits of membership (awards/recognition)
3. Convey how to complete information about joining
4. Presence at New Employee Orientation

Current OAEP members:

1. Assist Membership Chair in contacting members to renew
2. Gather EERA data with regard to specializations and post on the OAEP web site as a resource for members.

OSUE eligible professionals who have not joined OAEP (including state and county employees):

1. Annual campaign to recruit this audience (Aug-Sept time-frame)
2. Staff OAEP information table at program area state in-services and meetings or provide information for display.

External Audiences

Support Government Relations office efforts for Buckeye Bounty.

Recognition Committee Report - 2011

Nancy Recker, Chair / Laryssa Hook, Co-Chair / Nancy Recker, Past Chair

Committee Members:

Cheryl Barber Spires	Kirk Bloir	Beth Boomershine
Lisa Bradley	Barbara Brahm	Carol Chandler
Andrea Daubenmier	Erin Dailey	Linnette Goard
Laryssa Hook	Hannah Kohler	Mary Longo
Joseph Maiorano	Monadine Matthey	Carol Miller
Melinda Morrison	Barb Phares	Marilyn Rabe
Jessica Rockey	Eric Romich	Nancy Snook
Kathy Tackett	Cassie Turner	Judy Villard-Overocker
Marissa Warrix	Betty Wingerter	

Committee Accomplishments:

The committee voted to add to their tasks the selection of the OAEP Appreciation Awards. This task had previously been coordinated by the President-Elect. Barb Brahm coordinated this award selection this year.

Selected State and Regional Achievement recipients with Mary Longo & Cheryl Spires (FCS), Erin Dailey & Lisa Bradley (4-H), Eric Romich (CD) and Ed Lentz (ANR) coordinating their National Association awards and the 2-10 and over 10 year State and Regional Achievement awards. In addition, they coordinated Distinguished Service Award recipients for NEAFCS, NAE4-HA, NACDEP, and NACAA.

Reviewed State and Regional awards guidelines and decided that if a member is supervised by a Regional Director, they should be put on the county personnel lists and if they are supervised by a State level administrator, they should be on the state list for award considerations. This affects Sea Grant educators and some CD educators.

Coordinated service and tenure awards for Extension Professionals completing service to OAEP in five year increments. Marilyn Rabe coordinated this effort.

Kirk Bloir coordinated the Jim Utzinger award and state faculty and staff awards.

Secured photographer for Joint Recognition Annual Conference award recipients at association meetings.

Coordinated with ESP and CES to write the scripts for the awards luncheon. Jessica Rockey and Beth Boomershine wrote the script.

Andrea Daubenmier developed a PowerPoint presentation of award winners to be shown at the Wednesday association meetings during the evening meal.

Andrea Daubenmier wrote news releases for award recipients to publicize their professional development accomplishments.

Coordinated all award plaques and certificates for winners. Carol Miller and Melinda Morrison coordinated all certificates. Laryssa Hook and Nancy Recker coordinated ordering of plaques.

The committee discussed items to be addressed in 2012. Among these is reviewing and revising the awards policy and procedures manual to include the addition of the OAEP Appreciation Award.



National Association of County Agricultural Agents (NACAA)

Ohio's Annual Report

Wm. Bruce Clevenger, 1st V.P. for ANR

OHIO SUMMER MEETING

OSU Extension Agriculture and Natural Resources held a **Summer Meeting - 21st Century Extension ANR**

Education, June 7-8, 2011 at Deer Creek Lodge State Park. The meeting drew over 100 Ohio AgNR Extension Professionals over two days. This was a great opportunity for extension specialists, ANR teams, and extension professionals to share strengths, weaknesses, opportunities and threats for OSU Extension ANR in Ohio.

- Day 1: Learned what is known about the OSU Extension restructure and budget implications on ANR research and education. Discussion with OSU Extension ANR Specialists. NACAA / ANREP updates. Evening dinner, fellowship, recreation and hospitality.
- Day 2: Breakfast and dialogue with Dr. Keith Smith. NACAA National Officers. Recognition of OSU Extension ANR Retirees and Alumni. Keynote speakers: Mike Boehlje, Purdue Extension. Lunch.

Two of the **NACAA National Officers** participated. Stan Moore, NACAA President, Michigan State University, and Mark Stewart, North Central Region Director. Evaluations indicated this event has support to hold annually.

NATIONAL NACAA MEETING

NACAA Annual Meeting and Professional Improvement Conference (AM/PIC) 2011 - Overland Park, Kansas, August 7-11. The conference was filled with outstanding achievements and leadership responsibilities from Ohio State University Extension Agriculture and Natural Resources Professionals. A total of 42 Ohioans attended the conference including: 29 Educators + 7 family members, 6 life members/spouses.

Scholarly Activities - Journal of NACAA

Marrison, D.L., Land Use, Development, and Succession Concerns of the Ohio Grape and Wine Industry, Volume 4, Issue 1. 2011

Oral Presentations

Increasing Civic Awareness in High School Students, Bruynis, C. L.

Top 10 Strategies for Farmers Market Vendors, *Barrett, E. E., Kneen, H.H.

Agritourism: Resources for Extension Professionals to Assist Clientele, *Barrett, E. E. Leeds, R.P.

Farm Transfer: Choosing the Best Tax Strategy, Bruynis PhD, C. L.

Using Controlled Drainage to Reduce Total Annual Loads of Nitrate-Nitrogen and Phosphate-Phosphorus From Subsurface Drainage Water From Cropland, *Clevenger, W. B., Allred, B.J.;

Three Year Comparison of Summer Annual Grasses For Forage Yield and Quality Planted After Winter Wheat,

Wilson, G. W.

Produce Safety For Fruit & Vegetable Growers: The Ohio Model, Barrett, E.E.; *Kneen, H.H.

Corporate Community Gardens, Bennett, P.

County Extension Agents or Educators as Authors of Yard and Garden Fact Sheets, Gao, G. Y.

School Grant Program: Providing "Seed" Money for Classrooms, Mechling, M.

Making Money With Cover Crops, Hoorman, J.

Reducing Commercial Nitrogen Fertilizer by Growing Legumes, Hoorman, J.

The effect of Cover Crops on Corn Production, Sundermeier, A.

Using Instant Polling to Determine Effectiveness of Teaching, Bennett, P.

Utilizing Audience Response Technology to Evaluate Program and Capture Data, *Clevenger, W. B.; Hoorman, J.; Prochaska, S.C.; Wilson, G.W.

Utilizing Skype Technology to Increase Opportunities at Small Farm College Programs, Barrett, B.; *Landefeld, M. ; Nye, L.; Schumacher, S.

Sustainable Agriculture Research and Education Fellows Program, Gastier, M.

Sun Safety, A Skin Cancer Prevention Program, Jepsen, D.S.

Poster Presentations

Applied Research

Concentrations of Nitrate-Nitrogen and Phosphate-Phosphorus in Subsurface Drainage Water From Cropland with Free Drainage and Controlled Drainage Management, Clevenger,* W.B.1, Allred, B.J.

Three Year Comparison of Summer Annual Grasses for Forage Yield and Quality Planted After Winter Wheat, Wilson,* G. W.1

Extension Education Program

Farm Finance For Women – **Regional Finalist**, Woodruff, J.N., Bruynis, C., Clevenger, B, Herringshaw, D., Mangione, D.

2011 Ohio Beef School, Wiseman, T.G., Lewandowski, R.A., McCutcheon, J.M., Penrose, C.D.

Agricultural Education for Non-Traditional Urban Growers, Malinich, T. J.1, Barni, M.2

Agriculture/Natural Resources and 4-H Youth Development Cooperatively Using a Privately Funded Computer Lab for Farm Management Education and Jr. Fair Livestock Auctions, Clevenger, W.B., Johnson, T.M

An "EERA" For Excellence in Program and Educator Development, Fisher, J.C., Dugan, D.A., Grimes, J.F., Mangione, D.A., Stephens, C.R.

Battling the Borer Through Research, Outreach and Education, Stone, A.K., Herms, D., Smith, K.

City Kids, Healthy Nutrition and Sustainable Urban Agriculture, Mills-Wasniak, S.A., Clutter, A. W., Hoorman, J.J., Whaley, N.

Dairy Heifer Development in Gallia County, Penrose, C.D., Stephens, C.R.

Determining Cover Crop Practices of Northwest Ohio Farmers, Sundermeier, A., Hoorman, J., Prochaska, S.

Developing Agricultural Leaders Through The 4 County LEAD Program, Zoller, C.T., Hogan, M.P.

Educating Southeast Ohio Landowners About Drilling and Leasing Land For The Marcellus and Utica Shale, Little, R.C., Penrose, C.D.

Enhancing The Opportunity for Practicing Professionals to Become A Certified Crop Adviser, Haun, W, Watters, H. D.

Helping Farmers' Markets Be The Best, Barrett, E.E., Kneen, H.H.

Home Gardening School – A Local Foods Program For The "Heart of Ohio" Extension Education and Research

Little, R.C., Penrose, C.D.

Enhancing The Opportunity for Practicing Professionals to Become A Certified Crop Adviser, Haun, W, Watters, H. D.

Helping Farmers' Markets Be The Best, Barrett, E.E., Kneen, H.H.

Home Gardening School – A Local Foods Program For The “Heart of Ohio” Extension Education and Research Area, Gao, G.Y.

Manure Science Review – Educating Ohio Livestock Producers, Arnold, G.J., Meddles, A

Teaching Farmers Critical Estate Planning Strategies, Bruynis, C.L., Gastier, M., Marrison, D.L., Woodruff, J.

Tree Surveys Using Master Gardener Volunteers, Bennett, P.J., Chatfield, J., Smith, K.

Utilizing Audience Response Technology to Capture Grower Corn Production Practices to Improve Extension Education, Prochaska, S.C., Arnold, G.J., Chirra, F. A., Clevenger, W.B., Hoorman, J., Lentz, E.M.,

Lichtensteiger, S.D., McCluer, G.E., Rausch, J., Reeder, R.C., Smith, J.M., Sundermeier, A.P., Wilson, G. W., Young, C.E.

Wyandot County Youth Leadership Development Program, Bruynis, C.L., Elizabeth Smith, Eric Romich, Laura Wood

Annie's Project, Woodruff, J., Bruynis, C, Herringshaw, D., Peggy Hall

Awards

Search for Excellence in Farm Health and Safety National Finalists, Sun Logic Model, S. Dee Jepsen, Doris Herringshaw, Pat Brinkman, Rose Merkowitz

Search for Excellence in Sustainable Agriculture Program National Winner, Cover Crop Education in Ohio, Hoorman, J., Alan Sundermeier, Dr. Rafiq Islam, Randall Reeder

NACAA Communication Awards program

- Amy Stone was the *National Winner in the Program Promotional Piece*

EAB Bookmark - Stone, A.K., Deppen, T., Farr, L.

- Jim Jasinski was the *National Winner in the Video Production*

Patching into the Fall Tradition - Jasinski, J., Precheur, B

- Jim Jasinski was the *National Finalist in the Audio Recording*

Webinar Series, Jasinski, J., Bob Precheur

Other Categories...

- Computer Generated Graphics Presentation, Production East Central Fruit and Vegetable Meeting 2011 – Regional Winner, Jasinski, J.

- Fact Sheet, Developing the Next Generation of Managers – Regional Winner, Bruynis, C.L., McCutcheon, J.

- Newsletter, Individual, “AgNEWS” – Regional Winner, Fisher, J.

- Personal Column, “DairyExcel” – Regional Winner, Shoemaker, D.E.

- Publication, Tomato Publication – Regional Winner, Gao, G.Y., Bergefurd, B., Precheur, R.J.

- Published Photo and Caption, Beef Twilight Tour, Regional Winner, Marrison, D.L.

- Website, Ohio Ag Manager”, Regional Winner, Bruynis, C., Freytag, B., Marrison, D.L.

National Recognition

o 2011 Ohio Achievement Award Winner: Ted Wiseman

o 2011 Ohio Distinguished Service Award Winner: Alan Sundermeier

Service

Ohio Leadership in NACAA

2011 National Committees:

- Administrative Skills: Julia Woodruff, Regional Vice-Chair
- Teaching & Educational Technologies: Chris Zoller, Regional Vice-Chair
- 4-H & Youth: Chris Penrose, Regional Vice-Chair
- Communications: Gary Wilson, Regional Vice-Chair
- Professional Excellence: Jeff McCutcheon, Regional Vice-Chair
- Public Relations: Mark Mechling, Regional Vice-Chair
- Recognition & Awards: Ted Wiseman, Regional Vice-Chair
- Scholarship: Chris Bruynis, National Chair

2011 State Committee Chairs:

- Administrative Skills: Eric E. Barrett
- Agricultural Issues & Public Relations: Christopher Zoller
- Early Career Development: Mike Gastier
- Teaching & Educational Technologies: Jefferson McCutcheon
- Agricultural Economics & Community Development: Barry Ward
- Agronomy & Pest Management: Wm Bruce Clevenger
- Animal Science: Glen J. Arnold
- Horticulture & Turfgrass: Gary Y. Gao
- Natural Resources/Aquaculture: Mark Landefeld
- Sustainable Agriculture: Alan Sundermeier
- 4-H & Youth: Chris Penrose
- Communications: John Yost
- Professional Excellence: James Hoorman
- Public Relations: Gregory Labarge
- Recognition & Awards: Ed Lentz
- Scholarship: Chris L. Bruynis

Search For Excellence: Jim Lopshire

- Life Member: open

Future NACAA AM/PIC Meetings

o 2012 – Charleston, South Carolina – July 15-19

o 2013 – Pittsburg, Pennsylvania (Galaxy IV) September 15-20

National Association of Community Development Extension Professionals (NACDEP) Report— 2011

Eric Romich, OAEP 1st VP for Community Development

NACDEP Officers:

Eric Romich, NACDEP, Ohio President; OAEP 1st Vice-President

Julie Fox, NACDEP Ohio President-Elect; OAEP 2nd Vice-President

Membership:

There were 19 active Ohio NACDEP members in 2011.

Year	OSU Extension NACDEP Membership
2011	19
2010	18
2009	39
2008	42

2011 National Conference:

The 2011 NACDEP Conference was held on March 7-9 in Charleston, SC. The theme for the conference was Creating Opportunities in an Evolving Economy, which focused on the role of Extension Community Development professionals in dealing with the current economic sustainability of communities. The conference afforded countless opportunities to meet colleagues sharing their work in the following conference tracks: Economic Development; Environment and Land Use; Building Collaborations; Leadership, Civic Engagement & Public Deliberation, and; Growing Sponsored Funding.

NACDEP Conference Presentations:

Ohio State University Extension was well represented at the NACDEP 2011 Annual meeting. In total, 11 representatives of the OSU Extension CD unit attended the conference. Ohio State University was responsible for 10 of 88 conference session presentations, including:

Extension-Led Economic Development Organizations; Nancy Bowen, Eric Romich

The Anatomy of the Green Deal: Developing and Packaging a Successful Renewable Energy Project in a Rural Community; Myra Moss, Nancy Bowen, Eric Romich

Establishing a Revolving Loan Fund Program to Stimulate Entrepreneurship While Broadening Your Funding Portfolio; Nancy Bowen

Local Food Entrepreneurship, Economic Development in Urban and Rural Areas; Julie M. Fox

Advancing Workforce Development Opportunities in Rural Areas: A Case Study; Nancy Bowen

Organizing for Impact: Building a Local Foods Coalition WITHIN the University; Brian Raison

Extension's Role in Developing a Farmers Market; David Civittolo

Community Retail Development Toolbox: A Comprehensive Approach to Market Analysis; Greg Davis

Exploring How Community Development Extension Professionals Can Collaborate with the National Sea Grant Sustainable Coastal Community Development Network to Build Successful Communities and Economies; Joseph Lucente

Green Jobs: An Effective Community Development Strategy?; Mark Partridge (Keynote Speaker)

In addition, CD unit members were responsible for 2 of 22 peer-reviewed posters (Raison & Fox; Bowling, Civittolo, Davis, Merkowitz & Williams)

National Officer:

Gregory Davis, Assistant Director, OSU Extension – Community Development was elected Treasurer of the NACDEP organization for 2011-2012.

2011 National NACDEP Awards:

Education Piece – Individual (National Award) – Brian Raison

Getting Youth Involved in Local Foods is a new curriculum aims to help students learn about what we eat, where it comes from, and how it impacts the environment. It discusses local food systems and how students and their families can be involved in creating positive changes.

Education Piece – Team (National Award) – David Civittolo & Greg Davis

The Ohio BR&E Program involves community members in a formal dialogue to inform development strategies. Participants are engaged in learning activities aimed at developing their capacity to lead others through a formal BR&E process. Their efforts are guided by a reference manual, referred to as the BR&E Program Handbook.

2011 Regional NACDEP Awards:

Excellence in Community Development Work – Individual – Nancy Bowen

The Van Wert County Microenterprise Loan Fund and Technical Assistance Program was developed to help create and retain private sector job opportunities principally for persons of low-and-moderate-income (LMI). The Program is also intended to help diversify the local economy and to encourage the redevelopment of blighted areas.

Excellence in Community Development Work – Team – Nancy Bowen-Elzey, Bill

Grunkemeyer, Myra Moss, & Eric Romich

Community and Economic Development professionals seek to identify strategies that will revitalize local economies. The new wave of green industry large-scale renewable energy developments can provide such an opportunity for rural areas and small communities. This program helps communities understand renewables and determine how they effectively attract renewable energy industries.

Public Issues Leadership Development Conference:

Julie Fox represented the Ohio NACDEP membership at the 2011 PILD Conference held in Alexandria, Virginia on April 3-6, 2011.

2012 NACDEP Annual Meeting:

The Annual Meeting will be held May 21-23 in Park City, Utah. Watch the NACDEP website <http://www.nacdep.net/> for information regarding the upcoming conference.

2012 NACDEP Committee Members from Ohio:

2012 Conference Committee

Brian Raison, raison.1@osu.edu

Nancy Bowen-Elzey, bowen-ellzey.1@osu.edu

Finance and Audit Committee

Myra Moss, moss.63@osu.edu

Treasurer

Greg Davis - davis.1081@osu.edu

Communications and Web Site Committee

Julie Fox, fox.264@osu.edu

Rose Fisher Merkowitz, merkowitz.1@cfaes.osu.edu

National Association of Extension 4-H Agents (NAE4-HA)

Report—2011

Brenda Young, 1st VP 4-H

Mark Light, 2nd VP 4-H

In February, we had a video presentation from the North Central Region, Sr. Director, Nancy Hegland at the Ohio 4-H Professionals In-service explaining the benefits of NAE4-HA membership.

Ohio had representation on the National Leadership Team. They are as follows: Theresa Ferrari served as VP Research and Development; Minnie Taylor, Chair of Diversity Committee; Betty Wingerter, Galaxy 4 Co-representative to Planning Team and 2013 Galaxy Representative NAE4-HA Board; Vickie Reed Chair of the Animal Science Task Force of the Programs Committee; Brenda Young, State President and Mark Light, State VP.

The 2011 NAE4-H Annual Conference is in Omaha, Nebraska; October 24-28, 2011. Ohio had 32 people in attendance. At the conference they had many roles which included presentations and awards listed below.

EXHIBITS- 4-H Curriculum – Jane Wright and Susie Young

POSTER PRESENTATIONS (Ohio had part in 21% of total poster sessions)

Multi-Level 4-H Volunteer Development: Keys to Success - Brenda Young (MaryBeth Albright, Kathy Booher, Ann Golden, Angie Holmes, Bonnie Malone, Jayne Roth, Gwen Soule, Kathy Tackett, Judy Villard-Overocker)

Growing Opportunities for Multi-Disabled Youth – Carolyn Belyszck

Youth In Governance Best Practices Showcase - Greg Yost, Vicki Mullins, Cynthia Warner, Macy Compton, Wendi Armstrong, Marilyn Lesmeister

Putting the Heart in Camp Counselor Selection – Hannah Kohler, Nadine Fogt

Got Camp Joining Forces for Successful Military Camps – Theresa Ferrari,
Brett ZumFelde

Overnight Leadership Retreats are the Heart of Older Youth– Hannah Kohler (et al)

4-H Officer Resources on the Web – Vickie Reed, Travis West, Kara Colvin, Janice Hanna

Social Networking IQ: Think Before You Click – Nadine Fogt, Mark Light

Camp Goes Special – Jo Williams, Connie Gobel

Jump Into Foods and Fitness – Ed Werner

Homeschoolers Exploring, Recreation, Outdoor Education and Science (HEROES) Camp – Laryssa Hook

SEMINARS - Ohio had part in 6% of Seminars

Competency Building Seminar

Understanding the ADHD Child – Laryssa Hook

There is an App for That - Camping – Niki Nestor McNeeley, Nadine Fogt, Larry Hall, Jo Williams, Erin Dailey, Brenda Young, Heather Gotke, Ashley Kogel, Hannah Kohler, Ann Golden

Board Sponsored Competency Building Seminar

4-H Science in Urban Communities Promising Practices – Staffing with AmeriCorps
Ripberger, Arnett, et al

Program Seminar

CampWORKS: A Work-Based Learning Approach to 4-H Camp Counselor Training - Theresa M. Ferrari, Nate Arnett, Nadine Fogt, Heather Gottke, Tonya Horvath, Mark Light, Cassie Turner

Research Reports (Ohio had part in 60% of total research and evaluation reports)

Parental Management of Teen Drivers after Receiving their First Traffic Citation and Having to Attend the 4-H CARTEENS Program – Jim Jordan

Effective Marketing for 4-H Camps – Jeff Dick, Jason Hedrick, Jill Stechschulte

Point-of-Service Features of Out-of-School Time Program Quality: A Mixed Methods Study of the Learning Environment, Content, and Youth Engagement at Adventure Central; Ashley Krogel, Theresa Ferrari, Nate Arnett

Seminar On Wheels

Camping in the Heartland – Hosted by Niki Nestor McNeeley

AWARDS

Service Awards

Achievement in Service Award – Jackie Kreiger

(Beth Boomershine, Cassie Turner not attending)

Distinguished Service Award – Jill Stechschulte

(Connie Gobel, Janet Wasko Myers not attending)

Meritorious Service Award - Allen Auck

National Awards

Excellence in Camping - Team Award

Theresa Ferrari, Nate Arnett, Nadine Fogt, Connie Goble, Heather Gotke, Tonya Horvath, Mark Light, Mary Longo, Vicky Oboy, Jessica Rockey, Susan Russell, Gwen Soule, Jill Stechschulte, Kathy Tackett, Cassie Turner, Tracy Winters, Travis West, Janine Yeske, Bruce Zimmerman, Raci Zimpfer

Excellence in Urban Programming

Greg Yost, John Rode, Joe Lehner, Brian Fyfe, Valarie Hearst, Jane Brison, Linda Hnath, Kathy Sobel

Media Presentation - Hannah Kohler

N. C. Region Awards

Excellence in Teen Programming

Nadine Fogt, Steve Brady, Jim Jordan – PhD, Jackie Lankfer

Excellence in Urban Programming

Greg Yost, John Rode, Joe Lehner, Brian Fyfe, Valarie Hearst, Jane Brison, Linda Hnath, Kathy Sobel

Excellence in Camping - Team Award

Theresa Ferrari, Nate Arnett, Nadine Fogt, Connie Goble, Heather Gotke, Tonya Horvath, Mark Light, Mary Longo, Vicky Oboy, Jessica Rockey, Susan Russell, Gwen Soule, Jill Stechschulte, Kathy Tackett, Cassie Turner, Tracy Winters, Travis West, Janine Yeske, Bruce Zimmerman, Raci Zimpfer

Educational Piece/Individual - Jason A. Hedrick

Excellence in Animal Programming – Sherry Nickles

Media Presentation - Hannah Kohler

It was a great conference. The 2013 NAE4-HA Conference is in Orlando, Florida October 21-25, 2013. Proposals are due on January 20, 2012

National Extension Association of Family & Consumer Sciences (NEAFCS) Report—2011

Linnette Goard, 1st Vice President

Kathy Michelich, 2nd Vice President

Membership: In 2011 Ohio had 50 affiliate members.

Awards and Recognition: The 2011 NEAFCS Annual Conference was held on September 26-30 in Albuquerque, New Mexico with 20 Ohio members, 7 life members, and 6 spouses/family members in attendance. Awards, recognitions, and presentations involving Ohio affiliate members are listed below:

Distinguished Service Award – Cora French and Kirk Bloir

Continued Excellence Award – Monadine Matthey and Rose Fisher Merkowitz

Communications - Radio

2nd place National - Beth Gaydos and team (radio station staff)

1st place Central Region - Beth Gaydos and team (radio station staff)

Communications - Educational Curriculum

1st place National - Katharine Shumaker, Melinda Hill, Linnette Mizer Goard, Marisa Warrix, Susan Shockey

1st place Central Region - Katharine Shumaker, Melinda Hill, Linnette Mizer Goard, Marisa Warrix, Susan Shockey

Communications - Internet Education Technology

2nd place National - Linnette Mizer Goard, Melinda Hill, Kara Newby, Julie Kennel, Sharon Seiling, Cora French-Robinson

1st place Central Region - Linnette Mizer Goard, Melinda Hill, Kara Newby, Julie Kennel, Sharon Seiling, Cora French-Robinson

Seminar Presentations:

Operation MP3: Meal Planning and Preparation Program for Military Families - Kirk Bloir, Pat Brinkman, Marie Economics, Linnette Goard, Marcia Jess, Polly Loy, Rose Fisher Merkowitz, Liz Smith, Beth Stefura, Donna Brown

Eat, Save and Be Healthy: A Family and Consumer Sciences Blog - Melinda Hill, Linnette Mizer Goard, Cora French-Robinson, Sharon Seiling, Kara Newby, Julie Kennel

5 County Solutions - Pat Brinkman, Chris Olinsky, Melanie Hart, Rose Fisher Merkowitz

Matter of Balance: a Lay Leader Approach to Managing Concerns About Falls - Christine Kendle, Katherine Shumaker

Safe, Simple Easy to Learn: Home Food Preservation - Katherine Shumaker, Linnette Mizer Goard, Melinda Hill, Marissa Warrix, Susan Shockey

Hosting an Effective "Meet the Candidates" Night: Building Relationships with Local, State, Federal Officials - Cynthia Shuster, John Ulmer

Engaging Clientele in Their Space: Utilizing the Newest Social Media Tools to Enhance FCS Programming - Jamie Seger

Take Charge of Your Diabetes - Kathryn Dodrill, Kirk Bloir, Jean deBrosse, Jennifer Even, Marie Economos, Shari Gallup, Beth Gaydos, Kathy Jelley, Macia Jess, Christine Kendle, Monadine Matthey

Soda-briety -- 30 Day Challenge for High School Students - Monadine Matthey, Cindy Oliveri, Lauren Smith, Carol Smathers, Meghan Higgins

Poster Presentations:

Footsteps to Wellness - Christine Kendle

All Talk and No Action: Overcoming Inertia in the Workplace - Kirk Bloir

HUD Approval for Housing Services: What Ohio Has Learned - Nancy Stehulak

Venison: From Field to Table - Kathryn Dodrill, Beth Gaydos, LuAnn Duncan, Joyce Shriner, Polly Loy

2010 National Award: Healthy Lifestyles Education Grant - Cynthia Shuster, Joyce Shriner, Lisa Barlage, Michele Treber

Leadership and Service:

Linnette Goard represented Ohio at the Joint Council of Extension Professionals Conference (JCEP) held in San Antonio, Texas. Kathy Michelich represented Ohio at the Public Issues Leadership Development Forum (PILD) held in Washington, DC.

Carol Chandler was elected President-Elect of NEAFCS at the Annual Meeting.

Other members serving on National Committees:

Professional Development Committee

Exhibits Sub Committee – Melinda Hill and Kate Shumaker

Program Development Sub Committee – Joyce Shriner, Cindy Shuster and Kathy Dodrill

Awards and Recognition Committee

Ceremony Sub Committee – Lisa Barlage

Sponsorship and Support Sub Committee – Carol Miller, Chris Olinsky, Lois Clark and Mary Longo

Contribution to National Family & Consumer Sciences Impacts:

NEAFCS has compiled National Impact Statements in Childhood Obesity, Financial Management, Food, Nutrition & Health, Protecting our Resources-Family Life, Food Safety and Healthy Home and the Environment. They can be found at the neafcs.org website.

NEAFCS 2012 to be held in Columbus, Ohio! During this year's NEAFCS Annual Meeting, Linnette Goard, Kathy Michelich, and Pat Brinkman invited over 700 national meeting attendees to come to Ohio for the 2012 Annual Conference to be held September 24-28, 2012 in Columbus. Cindy Oliveri and Susan Crusey (life members) are conference co-chairs. All Ohio affiliate members are encouraged to be part of the planning committees.

Association of Natural Resource Extension Professionals (ANREP)

Report – 2011

Joe Bonnell, President

Joe Bonnell, Ohio ANREP President / Bill Lynch, Ohio ANREP President Elect

Past President - Eugene Braig

Secretary - Marne Titchenell

Treasurer - Robert McCall

Director - Clare Thorn

Membership - Ohio had 19 active Ohio NACDEP members in 2011.

National Conference - ANREP holds their national conference bi-annually. The next ANREP conference will be held in Hendersonville, North Carolina, May 20-23, 2012.

National Officer - Joe Bonnell serves as the Ohio representative to national ANREP.

State Extension Advisory Committee Report—2011

Lisa McCutcheon, Representative

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 advocates on behalf 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 Committee, the president of the Ohio Association of Extension Professionals (OAEP) and members of the Extension Administrative Cabinet.

The SEAC met four times during the year, and two of those meetings were held jointly with the OARDC Advisory Committee. Much of the discussion during 2011 related to the restructuring process and communications with county commissioners and state law makers.

The February 22 meeting offered updates on both OSU Extension and OARDC program and research efforts. The biennial budgeting process was reviewed, and discussion was held regarding the support of Farm Bureau for Extension's program structure, mission and philosophy. Members of each committee were also updated on county funding challenges and the status of county funding at that time. The two committees separated toward the end of the meeting in order to hold their own business meeting. Susan Crowell presided over the brief SEAC meeting.

At the June 7 meeting, the OSUE SEAC committee began by receiving updates on the plans for restructuring the current OSUE staffing structure. A report was given that outlined the responsibilities of the Refinement Committee, which was established to compile and critique opportunities for our organization to be transformed to a more efficient and effective form, and were presented with details of how OSUE can work in cooperation with county Fair Boards and the Ohio Fair Manager's Association. Dr. Tom Archer presented results from a survey conducted among county 4-H Educators and Senior Fair Board members. Additional topics of discussion included a Government Relations update and plans for the Congressional Assistant's Tour that would take place during the summer. The gathering concluded with a brief SEAC business meeting, presided over by Susan Crowell.

On Friday, September 16, The SEAC met via WebEx. This special meeting was called for the specific purpose of allowing OSUE Director Keith Smith the opportunity to brief the committee on the County Commissioners Association of Ohio (CCAO) meetings and the message that was being presented. After OSUE had hosted County Commissioners to EERA meetings in the spring, Larry Long had invited Keith to present the newly established Program Offerings during regional CCAO meetings throughout the state. It was at this time that Keith explained the premise of the Program

Offerings and answered a few questions pertaining to the meetings and the response from Commissioners.

The October 25 meeting was held in cooperation with the OARDC advisory committee. The meeting began with both committees being provided with an update on programming, teaching, and research being conducted by both OSUE and OARDC. It was also during this meeting that we were able to review the Program Offerings that had been distributed to County Commissioners during September. The position description options were reviewed, and questions pertaining to the changes were answered. Committee members also had the opportunity to be updated on programming in both Family & Consumer Sciences (FCS) and Community Development (CD). Of particular interest to the committee was the update provided by Communications and Technology pertaining to the expanded use of social media in both the promotion of programs and the education of clientele. Members were also treated to a peek at the video that was created in appreciation for the work that both Bobby and Pat Moser have done as Bobby prepares to retire from his position as Dean of the College. The day closed with a brief business meeting, which was presided over by Susan Crowell.

The opportunity to represent OAEP on the SEAC was a valuable experience. The chance to meet and visit with supporters of OSUE is always a pleasure. The members of the SEAC, whether they are retirees, business men/women, or community leaders and representatives, find OSUE programming to be of great benefit to Ohio's citizens and in turn support the organization in any way that they can.

Pat Brinkman will serve as OAEP's representative to the SEAC in 2012.

Ohio 4-H Foundation Report—2011

OAEP Representatives

Nate Arnett, Rebecca Barker, Kirk Bloir, and Joy Sharp

- Spring Meeting: May 3-4, 2011
Location: Sauder Village, Archbold, Ohio
Representatives in Attendance: Nate Arnett, Rebecca Barker, Kirk Bloir, and Joy Sharp
Major Topics of Discussion:
 - Met Kelly Lavelle – New 4-H Foundation Manager
 - Updates from Keith Smith, Tom Archer, and Erin Wingfield
 - Committee Meetings and Reports
 - Presentation on “How to make the ask”
 - Strategic Planning
 - Celebration of Youth Planning
 - Reception/Dinner with local donors at Camp Palmer
 - Fall Meeting: October 4-5, 2011
Location: Nationwide & Ohio Farm Bureau 4-H Center
Representative in Attendance: Nate Arnett, Rebecca Barker, Kirk Bloir, and Joy Sharp
Major Topics of Discussion:
 - Committee Meetings and Reports
 - Strategic Plan Approval - 4 areas included with specific objectives, strategies, and measures (below)
 - Resource Development – annually, 5% increase in unrestricted funds, 100% board participation in annual campaign, 2 new planned gifts, 70% donor retention
 - Stewardship, Marketing and Communications – conduct donor satisfaction survey by 12/31/12
 - Funds Distribution – annually measure impact of grants and awards
 - Board Governance – establish training programs for board members and indicators of Foundation success
 - STEM program sharing from Ohio Academy of Sciences
 - Updates from Keith Smith, Tom Archer, Gwen Wolford, and Erin Wingfield
 - 2012 Ohio 4-H Teen Conference/Volunteer Conference Update
 - Celebration of Youth Preview
 - Approval of 2012 Budget
 - 2012 Officers
 - President: Roger Himes Vice President: Cindy Rasmussen
 - Vice President: Mike Westfall Secretary: Howard Warner
 - Financial Chair: Jed Osborn
- OAEP Representation/Terms:
- Rebecca Barker (2011-2013) – Bylaws and Grants Committee Member, Nomination Committee Member
 - Kirk Bloir (2009-2011) – Bylaws and Grants Committee Member, Stewardship Committee Member
 - Nate Arnett (2009-2011) – Major Gifts Committee Member, Bylaws and Grants Committee Member
 - Joy Sharp (2010-2012) - Bylaws and Grants Committee Member

CFAES Faculty Council Report—2011

Submitted by Chris Penrose

The College of Food, Agricultural, and Environmental Sciences Faculty Council serves as the faculty advisory group to Bobby Moser. The purpose of the meetings are to provide as a liason to represent faculty. The council meets three times a year to discuss issues that have a direct relationship to the college. Extension faculty representation for the coming year (three year term) includes Bruce Clevenger, Mark Mechling, Chris Penrose, Christine Leeds, David Shetlar, Cameron Thraen, and Lingying Zhao.

Topics of discussion during the past year included the progress of rebuilding the OARDC campus after the tornado, ongoing searches for department chairs within the college, results of the separation incentive and budget updates. It was noted that college participation in the campus campaign was at 27 % which is below the 33% average for the university.

Enrollment data for the college looks very good for this year. Enrollment is up 9/10%, but first quarter freshmen students is up 17.4%. ATI and the regional campuses have lower enrollment

Plans for 2012 include a combined faculty meeting that would have a theme based on current issues as well as administrative updates. In addition there would be recognition of faculty and staff and introduction of new employees.

Officers for the 2011-2012 year are David Shetlar, chair; Lingying Zhao, vice chair; Bala Balasubramaniam, past chair; and Thomas Janini, secretary.

Upcoming meetings are January 20, 10:30 am at the Knox County Extension office, and April 13, 10:30 am at the OARDC Research Services bldg. room 130.

State 4-H Horse Committee Report - 2011

Lucinda Miller, Representative

The 2011 State 4-H Horse Committee meetings were held February 10 and September 29.

A statewide 4-H advisor training session was held in January.

A Performance Against Standards (PAS) Clinic was held in February.

Several youth are competing at the All-American Quarter Horse Congress and Eastern Nationals judging contests.

A new Uniform Rules Book will be available this fall.

The Multi-State Horse Judges Clinic will be held in Michigan November 18-20.

New gymkhana classes for 2012 include Stakes Race and Keyhole Race replacing Cones & Barrels and Speed & Control

A new Facebook page is active and can be found at <http://www.facebook.com/pages/Ohio-4-H-Hores-Program/353458025424>

Effective January 2012, the OSU Equine Facility will implement a \$100.00 facility use fee for each 4-H horse activity to cover the costs of janitorial supplies and services.

For a youth to participate in a state 4-H horse activity in 2012, s/he must be a 4-H or FA member in good standing and be currently enrolled in a 4-H or SAE horse project.

2012 meeting dates are February 23 and October 4.

The state 4-H horse events and number of participants in 2011 included:

Horse Bowl Contest - 228

Hippology Clinic - 83

Hippology Contest - 137

Skillathon - 193

Judging Contest - 201

Communications Contests- 25 (includes photography)

State 4-H Trail Ride - 33

Groom and Clean Contest- 90

Judging Clinic - 42

Ohio State Fair Junior Fair Horse Show- 840

Refer to www.horse.osu.edu for information about the 4-H horse program.

Ohio Sheep Improvement Association (OSIA) Report—2011

Rory Lewandowski, Representative

As the OAEP representative to the Ohio Sheep Improvement Association (OSIA) I attend the executive and the director's board meetings of the OSIA. In 2011 I attended the June 14 OSIA (combined with the Ohio Sheep and Wool Program) board meeting and the August 29 OSIA executive board meeting. At both meetings I was asked to report about the status of the OSU Extension sheep team and about some of the changes in OSU Extension structure. My report stated that currently due to retirements, resignations and open educator positions in the counties, the sheep team only has a few active extension educator members and therefore is limited in the amount and scope of work that it can do. By the end of 2011, the emeriti members of the team will outnumber the extension educators that are on the team. OSIA continues to value the partnership and collaboration with Extension and supports efforts to keep the sheep team viable.

Some of the key topics that were discussed during OSIA board meetings and that board members dealt with included:

- Tracking and collecting check-off dollars, especially from club lamb and direct market sales,
- OSIA membership
- The Ohio Sheep and Wool program,
- Promotional programs,
- Legislative visits,
- The Buckeye Shepherd's Symposium,
- Ohio Sheep Day,
- The State Fair Food Pavilion
- Cooperation with the American Sheep Industry (ASI) on a sheep expansion program.

My main responsibilities are to serve as a liaison between OSU Extension and OSIA, specifically in promoting good relations and communication between OSIA and the OSU Extension Sheep Team. Examples of efforts where OSIA and OSU Extension cooperate and collaborate include Ohio Sheep Day, the winter District programs, the Buckeye Shepherd's Symposium, the state fair lamb food pavilion, and the sheep team (<http://sheep.osu.edu/>) and OSIA (<http://www.ohiosheep.org/>) web sites. Recently OSU Extension has been asked to participate in a series of "sheep summit" meetings with OSIA, ODA and Mid-States Wool Growers to grow the number of sheep produced in Ohio.

Ohio Association of Extension Professionals

Meeting Dates

2012

DATE	TIME	LOCATION
January 19	10:00 a.m. Committee Meetings 12:00 p.m. Lunch w / Program Area Assistant Directors 1:00 p.m. Open Meeting with OSUE Administration 2:00 p.m. Board Meeting	4-H Center
March 12	10:00 a.m. Committee Meetings 12:00 p.m. Lunch w / Program Area Assistant Directors 1:00 p.m. Open Meeting with OSUE Administration 2:00 p.m. Board Meeting	4-H Center
May 14	10:00 – 12:00 – Board Meeting WebEx	
June 11	10:00 a.m. Committee Meetings 12:00 p.m. Lunch w / Program Area Assistant Directors 1:00 p.m. Open Meeting with OSUE Administration 2:00 p.m. Board Meeting	4-H Center or WebEx (TBD)
September 17	10:00– 12:00 – Board Meeting WebEx	
October 8	10:00 a.m. Committee Meetings 12:00 p.m. Lunch w / Program Area Assistant Directors 1:00 p.m. Open Meeting with OSUE Administration 2:00 p.m. Board Meeting	4-H Center
December	Annual OAEP Meeting at Annual Conference	TBD

Special Appointments & Representatives to Other Organizations

2012 Ohio Association of Extension Professionals

OAEP Audit Committee

Members local to the treasurer will be appointed for a 1-year term following the OAEP officer elections.

OAEP Nominating Committee

Past President serves as chair; committee shall consist of one member per program area / region / state.

Lisa McCutcheon, Chair (2010)

OAEP News Editor

Appointed annually by the OAEP Board

Jo Williams

CFAES Faculty Council

Outgoing member conducts election in each region (3-year term)

Chris Penrose - term expires June 2012

Joe Heimlich—term expires June 2013

Bruce Clevenger - term expires June 2014

Mark Mechling - term expires June 2014

Christine Leeds - term expires June 2014

Ohio 4-H Foundation

Joy Sharp (2010-2012)

Rebecca Barker (2011-2013)

Nadine Fogt (2012-2014)

Bonnie Ayars (2012-2014)

Ohio Sheep Improvement Association

Jeff McCutcheon (2013)

State 4-H Horse Committee

Sherry Nichols (2012)

State Extension Advisory Committee

Pat Brinkman (2012)

Contact Information for Ohio Association of Extension Professionals and National Professional Associations

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 Personnel, Professional Improvement, Program, Policy, Public Relations, and Recognition. For more information contact:

Pat Brinkman, 2012 OAEP President
1415 US RT 22 SW, Suite 100, Washington Court House, Ohio 43160
Phone: 740.335-1150 / E-mail: brinkman.93@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:

Gwen Wolford, 2012 ESP President
Phone: 614-292-6165 / E-Mail: wolford.1@osu.edu

National Professional Associations—2012 Contacts

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

Glen Arnold, Putnam County, arnold.2@osu.edu, 419.538-6635

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

Mark Light, Hardin County, light.42@cfaes.osu.edu, 419-674-2297

NEAFCS – National Extension Association of Family and Consumer Sciences

Kathy Michelich, Warren County, Michelich.1@osu.edu, 513-695-1311

NACDEP – National Association of Community Development Extension Professionals

Julie Fox, South Center, fox.264@osu.edu, 740-289-2071

Constitution

Ohio Association of Extension Professionals

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:	<i>Position</i>	<i>Term</i>	<i>Term Limit</i>
	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 st Vice President (5)	1 year	
	2 nd 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: ***06/28/2007***

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
The membership dues deadline is October 31 and the dues are for the period January 1 to December 31 of the following year.
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.
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.
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 1st and 2nd Vice President of 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);
 - 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)
 - 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:
- 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.
 - Immediate Past-President will be the conclusion of the three-year commitment.
 - 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.
 - Second Vice-President is a two-year commitment. Second Vice-Presidents are elected annually and shall become the First Vice-Presidents the following year.
 - 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>Term Begins on Odd Numbered</i>	<i>Term Begins on Even</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.

The Nominating Committee shall meet no later than March and a slate be submitted at the September OAEP Board of Directors meeting.

The Nominating Committee shall nominate at least two candidates for the offices

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

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:

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***