

To: ANREP Membership  
Re: ANREP Administrative Council meeting minutes January 25, 2002  
From: Janean Creighton, ANREP Secretary, Washington State University

In attendance:

Chuck Gay, Utah, Past President  
Bill Hubbard, Georgia, Executive Secretary  
Mike Kroenke, Wisconsin, President  
Janean Creighton, Washington, Secretary  
Vivian Simone-Brown, Oregon, Western Regional Chair  
Ben Jackson, Georgia, Southern Regional Chair  
Mel Baugman, University of Minnesota  
Jeff Kirwan, Virginia Tech

The first meeting of the ANREP Executive Council for 2002 convened at 12:00 pm (PST) via conference call, January 25, 2002 by Mike Kroenke-ANREP President.

#### ITEM 1 – Committee Updates

Bill Hubbard reported on the status of the ANREP web site. The site needs some work, but time to devote to it is a problem right now. Bill reports that the site needs to be upgraded, and he would like comments from the Executive Board and the general membership as to what improvements/changes need to be made.

#### **PODC - Personnel and Organizational Development Committee of ECOP** Extension Committee on Organization and Policy (Bill Hubbard).

Bill reports the committee is working on three initiatives:

1. Defining the meaning and application of Scholarship within Extension
2. Professional competency
3. Engaged Institution case studies.

#### **Awards Committee** – (Mel Baugman, committee chair)

Mel reports that this June will be the 3<sup>rd</sup> time ANREP has presented an annual awards program. There is a full scope of awards this year, including a new educational materials award.

- The newest addition is the Innovation in Natural Resource Program award. This category includes a set of educational materials and programs focused towards a specific audience; it is meant to be program-focused, not necessarily a team or an individual. It is best described as “A program we can all learn from”.
- Another change is in the criteria used to judge the educational materials: the original 12 elements have been combined into 6 elements to alleviate confusion.

A motion to accept this change was made, seconded and unanimously passed.

Nominations for awards deadline is April 1<sup>st</sup>, 2002.

Executive committee will review the awards nominations.

## **Communications Committee Update – (Jeff Kirwan, committee chair)**

Jeff reports that 3 newsletters were distributed during 2000. Different formatting styles were tested with each newsletter, and the last formatting seemed to work the best, complete with hypertext links. But the committee is always open to suggestions from the membership.

In upcoming issue:

- There will be a regional update in every newsletter; the Northcentral region will be the focus of the Spring 2002 issue, as well as conference promotion, etc.
- It was suggested that there be included a “help wanted” section in each issue, but the timeliness of information was of concern.
- Viviane Simon-Brown wanted to make sure that the membership is aware of the pre-conference workshops on Program Evaluation and Intelligent Consumption. These items will be in the newsletter, which will come out well in advance of the conference.
- Ben Jackson suggested an article highlighting Florida’s recent formation of a State chapter, with by-laws, etc.

### ITEM 2 – Travel Budget

The ability for ANREP to help members with travel to Extension and ANREP related meetings was discussed again. The Board is in agreement that money should never be a reason for not attending an Extension event, such as JCEP, ECOP or PILD meetings but that we needed to see what our budget could afford and then set a policy so everyone has equal access to the available funds. The general feeling is that ANREP is doing well financially. Three ANREP Board members or representatives of the Board have requested some travel reimbursement in recent months. Motion by Chuck, seconded by Viviane to approve \$350 reimbursement to Mindy Habecker, Ben Jackson and Bruce Wilkens for ANREP Conference Planning and JCEP Regional Work Shop partial reimbursement. All present stated aye, Ben Jackson abstained. The topic was tabled until ANREP treasurer could participate.

### ITEM 3 – State Champion Update

Vivian reports that all of the states in the Western Region have state champions. There is still discussion on the best way to reach folks. All state champions are encouraged to contact their regional reps, and to share successful approaches with champions from other states, such as an example of an introductory letter, etc. Ben will send all of us a sample letter, which he used to help recruit State Champions in the Southern Region.

So far 5 states have indicated an interest in forming state chapters and Florida is close to forming the first ANREP State Chapter. The Chapters indicating interest include:

:

New York  
Minnesota  
Arizona  
Wisconsin  
Florida

#### ITEM 4 – Strategic Planning Update

##### Priority Strategic Directions Identified

1. Engaging & involving membership
2. Growing individual leadership capacity
3. Grow our membership w/o losing our identity
4. Addressing emerging disciplinary issues
5. Satisfying ANREP membership goals
6. Increasing ANREP's influence -- local to international

(For first four, we've identified outcomes. 5 isn't finished yet.)

**ACTION: Complete #5:** Since Mindy is out of town and Chuck is swamped, Janean & Deborah will take the leadership on this one. They will give us their deadline after they've talked.

##### Next Steps:

1. Look over proposed strategic directions to ensure that's really where we want to go.  
**ACTION:** The Board will devote a one-hour conference call to this. VSB will coordinate the date and time. The conference call will be w/in one month.
2. Share Strategic Directions info with membership through newsletter.  
**ACTION:** Janean and VSB will write the article. They will get the article to Jeff before March 1.
3. Develop methods to actively work on Strategic Directions
  - *Identify ad-hoc committee chairs*  
**ACTION:** We'll do this at the strategic planning conference call. Mike has a list of members who've indicated interest in committee work.
  - *Create mechanisms to get lots of input and interest from conference attendees*  
**ACTION:** Ben, Mindy and VSB will work on this. Ben will initiate a meeting on email. Ideas include: Use a holistic approach -- posters, post-its and dots at receptions.
  - *Develop mechanisms to ensure committees are moving forward*  
**ACTION:** Mike, Chuck, and Joe will cover this. Their plan will be ready by the end of March

#### ITEM 5 – Meeting updates:

##### JCEP:

Chuck Gay to attend the Western JCEP

Mike Kroenke to attend the North Central JCEP

Ben Jackson to attend the Southern JCEP

Bruce Wilkens and Gretchen Ferenz to attend the Northeast JCEP

##### PILD:

Mike Kroenke, Joe Schafer, Chuck Gay, and Janean Creighton will attend the 2001 PILD meeting this Spring. Chuck, as JCEP representative of the ECOP budget committee has plans to meet with the CSREES Undersecretary of Agriculture to explore funding opportunities for extension under the Homeland Security Program.

Meeting was adjourned at 1:30 PST, January 25<sup>th</sup> 2002.  
Next meeting is scheduled for February 22<sup>nd</sup>, 2002 at 8:00 PST and 11:00 EST

Meeting minutes submitted for approval and unanimously accepted by Exec. Board  
February 22, 2002  
Janean H. Creighton, ANREP Secretary