



January 6, 2012

Administrative News from Glen:

I just returned from a very relaxing and reflective holiday break. It definitely improved my personal outlook for the next year and gave me an opportunity (at Darla's suggestion) to consider some resolutions for 2012. Beyond the 5-10 pounds that always plague me after the fall meeting and holiday season, I decided I wanted to learn to do something completely new this year. I haven't yet figured out exactly what that might be; whether it would be personal or work/career related. Maybe I ought to do one of each. As I look to 2012 from a UW Extension role, I see that it is time to think about getting started on developing the 2014–2019 Academic Plan. That's one of my resolutions too.

I read a couple of books this fall I could recommend. At Dallas Mount's suggestion, I read *DRiVE* by Daniel Pink. The subtitle for *DRiVE*; "The Surprising Truth about What Motivates Us", generally describes the content. It was an interesting read that resonated with me based on several years of experience working with, and trying to lead people. However, it does suggest that some of my economist based values regarding motivation may be off-target. Another interesting book I read based on a book review in the *Economist* is, *Physics of the Future: How Science Will Shape Human Destiny and Our Daily Lives by the Year 2100*, by Michio Kaku. This was also an interesting and enlightening read. As with most futurists, it is hard to know just how right he will be, particularly with respect to the pace of development of new technologies and adoption. But the book is about science, technology and culture, a place Extension has to be to manage our future.

I wish us all a happy and very productive new year, Glen.

Staff Development/Federal Relations News from Susan:

Professional Development News

In-Depth Training – 2012. In 2010 an administrative decision was made to alternate EPIC (non-specific subject matter) with subject matter in-depth training. 2012 will be in-depth training in Laramie. **Extension Administration has chosen November 5 – 8, 2012 for the training.** Please block these dates on your calendars now. Initiative Teams and CNP will be working on training topics.

University of Wyoming Extension – New Employee Training 2012 will be held September 10 – 14 in Laramie. All new employees hired after November 1, 2011 should reserve these dates.

Personnel News:

Crook County 4-H/Youth Educator.

Based in Sundance; this is a full time University Extension Educator, non-extended term track position. Screening will begin January 18, 2012.

CNN Area Community Development Education Educator, position #0286.

Based in Natrona County, Casper, WY. This is an extended term track position. Screening will begin January 30, 2012.

Teton County 4-H/Youth Educator.

This position is based in Jackson; a full time University Extension Educator, non-extended term track. Screening will begin January 18, 2012.

West Area Extension Educator, SMRR – this position will be based in Sublette County.

This is an extended term track Extension Educator position. Screening will begin February 13, 2012.

The following open positions will be advertised this winter:

CNN Area Extension Educator, PSAS/ Small Acreage—Horticulture – this position will be based in Natrona County. This is an extended term track Extension Educator position.

Northwest Area Extension Educator, Profitable and Sustainable Agriculture Systems, (Crops). This position will be based in Washakie County, Worland, WY. This is an extended term track position.

REMINDER – when there are county staff changes (administrative assistants or others) please send a note to Cathy Shuster so phone lists and other correspondence can be updated. Thank you!

(continued on page two)

Staff Development/Federal Relations News from Susan: (cont'd)**Civil Rights Tip**

Each year all 4-H educators are required to conduct expansion and review committee meetings. The sole purpose of these meetings is to gather ideas from stakeholders on how to expand our outreach to youth audiences. This may include geographic locations in a county, or underserved audiences by race/ethnic origin, age, socio-economic background, etc. The committee should be made up of non-4-H clientele. A sample committee might be school counselor, representative for girls and boys club, the DARE officer from your local police or sheriff's office, or other youth organizations. Meetings should be held once a year. Contact Susan for more information.

Reporting Tip

Team impacts – UW Extension has a number of issue teams and/or initiative teams that submit team impact statements. It is helpful if the individual educator submitting the duplicate impact attaches a note, or adapts by adding what their role was in the program. Remember, each educator is required to submit at least one impact statement where they are the lead author. Impact statements are largely used with stakeholders. Brief, concise (400 – 600 words) reports that share the results for clientele are most effective.

Customer Service Tip

It's official, our name has changed to University of Wyoming Extension. If you are like me, it's hard to break a habit of answering the phone UW Cooperative Extension. I've placed a note by my phone as a reminder. Tana Stith has sent out new logos. New business cards, nametags, and letterhead will be coming also. Easy changes you can make **now** include changing your signature on e-mail to University of Wyoming Extension and voice mail messages.



Campus will be closed for:
Martin Luther King/Wyoming
Equality Day
Monday, January 16, 2012

Important Message**As a reminder for everyone:**

Any contract committing University of Wyoming Extension, as a part of the University of Wyoming, must be submitted first to the UW Extension Director. It will then be sent on to UW General Counsel for their review, approval and signatures. This also means any County Extension Office or Initiative Team commitment i.e. meeting/event facilities, etc. ***University Extension Educators/Specialists are not authorized to sign contracts on behalf of the University or Extension.***

Contracts: agreements (oral or written) between two or more parties where there is a mutual exchange of promises or other considerations upon some understandable terms and/or conditions. This includes Memorandums of Understanding and Memorandums of Agreement.