

## Administrative News from Glen:

The Wyoming Stock Growers Association annual meeting, earlier this week, completed the association-annual meeting circuit for the year. Wyoming Association of County Officials, Wyoming Farm Bureau, Wyoming Association of Conservation Districts, Wyoming Wool Growers and the Stock Growers all met in the last 70 or so days. Recently we have taken a little different approach to our annual meeting liaison role with these groups. We rented booth space in their trade show areas, put up displays and hosted booths with a mix of campus folks and more locally and regionally-based educators. Three of these meetings were in Jackson this year so our West-based educators provided significant service in these liaison efforts. I appreciate our C&T staff and all who have been involved; creating, hosting and even transporting our display. Thank You!

Perhaps it is a little early to tell, but I believe this approach is working for us. Our formal presence is appreciated, and the displays provide a focal point to engage and work with association members who are also our clients. Better relationships with the associations' leadership and members build support for Extension across the state. We offer a similar presence to some other associations such as the Wyoming Crop Improvement Association, and we certainly have an integral role with the Wyoming 4-H Leader's Council and Wyoming Master Gardener Association.

All told, these associations represent only a part of our Extension clientele. It would be great if we could build a similar presence with other associations or stakeholder groups. Do you have any thoughts about this? Who might these other statewide groups be, and how best should they be engaged? Please share any thoughts you may have.

It's cold in Laramie today and the ground is white; must be that time of year. I wish you each a wonderful Holiday Season.

Safe Travels, Glen

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## Personnel News:

### NE Area Extension Educator - PSAS



We are pleased to announce that Chance Marshall will start his position January 14<sup>th</sup> in Gillette, after completing his M.S. degree in Animal and Veterinary Sciences from the University of Wyoming College of Agriculture and Natural Resources. He is from Teton County and was active in the 4-H program. Chance has already contributed to Extension educational programs in Albany, Carbon and Fremont counties. We are very excited to have Chance join our UWE team.

### CNN Area Extension Educator - PSAS



We are pleased to announce that we have successfully completed the search for the CNN Area PSAS Extension Educator position based in Natrona County. Scott Cotton, a University of Wyoming graduate in Range Ecology, will start the position January 6<sup>th</sup>. Scott began his Extension career in Wyoming prior to assignments in Colorado and most recently Nebraska. Beyond his range and livestock work, he has done a great deal of work with the small acreage audience. Scott's years of Extension experience will be a great addition to the CNN Area and PSAS

Initiative. We are very excited to have Scott back on the UWE team.

**Natrona County, 4-H and Youth Development Educator – Position #0401, based in Casper. This is a non-extended term position. Screening has been extended until January 30, 2014.**

**Sweetwater County, 4-H and Youth Development Educator – Position #4031, based in Rock Springs. This is a non-extended term position. Interviews will be held December 16th.**

**Washakie County Extension Educator, PSAS – Position #1180, based in Worland. This is an extended term track, Assistant UEE Position. Screening will begin December 10, 2013.**

**Big Horn County Extension Educator, SMRR – Position #0404, based in Greybull. This is an extended term track, Assistant UEE Position. Screening will begin December 17, 2013.**

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## Staff Development/Federal Relations News from Susan:

### **Professional Development News**

In-Depth Training – 2014. In 2010, an administrative decision was made to alternate EPIC (non-specific subject matter) with subject matter in-depth training. 2014 will be in-depth training in Laramie. Extension Administration has chosen November 3 – 6, 2014 for the training. Please block these dates on your calendars now. Initiative teams and CNP will be working on training topics.

### **Reporting Tip**

At EPIC we announced that we are moving to a new on-line reporting system. We will no longer require UW Extension employees to report time. The new system will be used to gather contact data only. Many thanks to Ann Tanaka, UW Extension Web Designer who has developed this new program. The new program is Web based, and can be accessed from your PC, laptop, I-pad or other tablet, and smartphone. As in the past, this data will be collected from October 1, 2013 – September 30, 2014. All reporting should be entered by September 30, 2014.

URL: <http://www.uwextensionreporting.org>

Direct contacts in this system should be reported by age – Adults (age 19 and older) and Youth (18 and under). This will allow us to capture efforts reaching youth audiences. These direct contacts will also be reported by gender and race. Direct contacts (or fact-to-face) are individuals at meetings, educational programs, workshops, and walk-ins to the office, phone calls – basically each time to interact with a client or potential client. We do not report contacts when we are RECEIVING training – only those in a teaching role count the audience. At EPIC, only those who presented will count the audience, if you attended and participated in training you do not count contacts.

Also there is a new category for reporting indirect contacts.

Indirect contacts are those individuals which we cannot verify by name. This generally includes print or electronic media: newspaper columns, magazines, radio, TV, video, newsletters, and displays. Newspapers can provide their circulation numbers. Radio and TV stations can also provide their potential homes reached.

### **Civil Rights Tip**

It is the Holiday Season, a reminder to be conscience and sensitive of different beliefs and customs during this time of year. “Wishing you a happy holiday and wonderful new year” is an appropriate message for newsletters, etc.

### **Customer Service Tip**

As 2013 comes to a close, it's time to reflect and show appreciation to clients or program participants, volunteers, colleagues, and staff. We often neglect to thank some of the most important people who allow us to do our jobs and be successful. Every family member of our Extension Employees. We recognize the long hours your work, travel and time away from home. Without supportive family and friends, your dedication and work in Extension would not be possible. So a big THANK YOU, please extend this appreciation to your families. Happy Holidays!



Campus will be closed for the following:

Christmas - Tuesday, December 24 & Wednesday, December 25, 2013

Winter Closure - Thursday, December 26 - Monday, December 30, 2013

New Year's - Tuesday, December 31, 2013 & Wednesday, January 1, 2014