The Boot Camps (Journal Writing, Curriculum Development, and P & T) will be offered state-wide again in 2015. Each boot camp has six – 5 hour sessions (9am-3pm). Every session includes training and technical support for participants as they complete a personal work session. The goal is to prepare professionals to be successful in developing publications, designing formal curriculum and developing strong dossiers. The cost will be $120 per participant to cover the cost of materials and food. The boot camps will be held at the Ohio 4-H Center. If you are interested in participating, please send an email to Vicki Myers at: myers.26@osu.edu. Just let her know which boot camp interests you (sorry only 1 per year). Deadline to signup is Friday, March 13!

Testimonials from Boot Camps:

• "Really helped pull back the veil on promotion and tenure and undusted – what can be a complicated & nuanced process."

• "This series of lessons was very helpful, well-organized and geared towards helping the participants."

Boot Camps Schedule – 2015* [Cost is $120 per person to cover materials and food.]

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<th>Journal Writing</th>
<th>Curriculum Development</th>
<th>P &amp; T</th>
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<td>April 14\textsuperscript{th}</td>
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*Dates subject to change with advanced notice
Minors Policy Compliance Update – OSUE County Office

Please note that in order to be in compliance with the updated Minors Policy 1.50, we are reaching out to all the OSUE County offices to complete several items:

We will be sending the names of those OSUE current employees who need a BCI background check to OHR and Gina Thorpe’s group. You should expect an email communication from them indicating how to obtain your BCI background check. They are familiar with helping all the new OSUE employees during the past two years go through the background checks and have processes for all the counties.

With the help of OHR, the CFAES HR office will be tracking and monitoring the background checks which are required every four years under the Minors Policy.

All faculty and staff at the OSUE county offices must complete the training module developed by OHR through Carmen. It can be found at https://carmen.osu.edu/. Click “join self-enrollment courses,” select “Activities and Programs with Minor Participants” and complete the training.

All faculty and staff must read, sign and agree to abide by the “Standards of Behavior” document that is attached and available at http://hr.osu.edu/public/documents/policy/resources/150standards-emplvol.pdf. When complete, the document must be sent to the attention of Kaylee Buzard (Buzard.19).

Please let me know if you have any additional questions regarding the above requirements.

Happy March Birthdays!

March 2nd – Susan Hogan
Educator – Franklin County

March 9th – Lori Swihart
Program Assistant – Licking County

March 12th – Connie Smith
Program Assistant – Fairfield County

March 12th – Jeff McCutcheon
Educator – Morrow County

March 16th – John Barker
Educator/Director – Knox County

March 18th – Ted Wiseman
Educator – Licking County

March 9th – Mike Estadt
Educator/Director – Pickaway County

March 24th – Melinda Hornsby
Information Associate – Delaware County

Reminder for CEDs

Reminder for the Central Region Calibration meeting on March 11, from 1-4pm, at the 4-H center, in the Gheres room.
Classes For Management

This is a free, 1-day program targeted toward new managers (new to OSU or new to management). We'll focus on building relationships through conversation, creating an inclusive environment, and understanding generational characteristics. Exchange ideas with managers from across campus on common challenges such as leading former peers and managing up. This workshop offers a 1-hour break for lunch on your own. *Lunch is not provided.

Offered:
Tuesday, March 10, 9:00 am-3:30 pm
Tuesday, April 14, 9:00 am-3:30 pm
Thursday, April 23, 9:00 am-3:30 pm
Tuesday, May 12, 9:00 am-3:30 pm
Thursday, May 28, 9:00 am-3:30 pm
Thursday, June 25, 9:00 am-3:30 pm
Tuesday, July 14, 9:00 am-3:30 pm
Thursday, July 23, 9:00 am-3:30 pm

OSUE Position Description Template

Whether you’re creating a new Extension position or filling an existing position, you’ll need to complete a position description. The CFAES Service Center has updated the position description template that must be used whenever you’re writing a position description – and this is the only version that should be attached to an HRA.

To access this template, go to the Faculty/Staff Resources tab on the CFAES website and click Human Resources. On the left side of the Human Resources page, click HR Forms and Resources. The link for the position description can be found under Forms – Position Description/Job Opening Form.

When you have to draft a position description, always use the template found on the CFAES website. This will ensure you’re using the most up-to-date form. If you have any questions about where to find the position description or how to complete one, contact Amy Burns (burns.897@osu.edu; 614-292-2776).
Vice President’s Conversation on the Future Update

It’s hard to believe that it’s been more than two months since we gathered at the VP Summit during Annual Conference to begin imagining and talking about the future. We want to take a moment to thank you again for engaging in and providing such rich feedback from the visioning session at the Summit. As many folks have told us, talking about the possibilities during that visioning session was a valued part of the activities that day. If you want to take a look at a summary of the ideas generated during the Summit, visit http://go.osu.edu/SummaryVPSummit

We have updated the materials available on the VP Conversation website. The trend research papers, a summary of the interim project report, an updated list of committee members and other materials that will help inform this second phase of the project have been added to the webpages. Be sure to check out the updated website at go.osu.edu/OSUEFuture

The VP Conversation committee is working on putting together a variety of ways you can continue to be involved and provide more visioning input. We’ll be sharing these opportunities soon, so keep an eye on your inbox to be sure to select one (or more) that will fit into your schedule.

In his February webinar, Dean McPheron talked about the next few months for the VP Conversation, saying our organization’s challenge for this project is to prime ourselves to be adventurous and to be ready to adapt to the challenges that the future may bring. He has encouraged us to create, through our visioning sessions, opportunities that are enabling, rather than constraining, for our future organization and leaders. Watch it here if you haven’t yet had the opportunity to view it http://cfaes.osu.edu/about/from-the-vp

We look forward to exploring these ideas with you in the coming months.

2015 Diversity Leadership Symposium (Source: Kathy Lechman)

I am pleased to share that registration is open for the 2015 Diversity Leadership Symposium. This year’s theme addresses privilege. Please pass this information along to others who may be interested.


When: April 1, 2015 Time: 8:00 AM - 4:00 PM

Where: The Ohio Union For more information and to register please go to http://go.osu.edu/RegistrationDiversitySymposium