Volunteer at Annual Conference – There is still time to volunteer to assist with the Annual Conference Registration and Information Desk. If interested, please contact Marianne Guthrie today at guthrie.76@osu.edu

EEET Summaries – Bring your EEETs to Annual Conference. There will be a box at the registration registration table where you can drop off your sealed envelopes of EEET forms. The deadline to submit EEETs for this calendar year is December 11. Please remember to include a cover sheet with each set of EEETs (one cover sheet for each instructor, if there are multiple instructors). All EEETs should be in SEALED ENVELOPES and your form collector should sign his or her name on the seal.
Happy December Birthdays …

- December 2  Joe Lucente – Educator, Lucas County
- December 3  Carol Bottoms – Information Associate, Northwest Region
- December 14  Tammy Spillis – Program Assistant, Henry County
- December 15  Jerardo Soto – Program Assistant, Lucas County
- December 16  Judy Villard Overocker – Educator/Director, Richland County
- December 18  Suzanne Saggese – Program Assistant, Lucas County
- December 19  Susan Shickley – Program Assistant, Erie County
- December 20  Kelly Coble – Educator, Allen County
- December 21  Angie Holmes – Educator/Director, Erie County
- December 24  Sarah Noggle – Educator, Paulding County
- December 26  Erin Riegel-Mancuso – Office Associate, Seneca County

Annual Conference Reminders . . .

Silent Auction – Don’t forget to take your basket donation or “Recycled Treasure” to the Silent Auction at Annual Conference and also be prepared to submit a bid. The Silent Auction will take place in the Great Hall Meeting Room. It will be open both days (from 10:15 a.m. to 6:15 p.m. on Tuesday and 7:00 a.m. to 1:45 p.m. on Wednesday). New this year will be a $100 award to the basket that raises the most money!

Food Drive – Donations are being collected at the registration table both days of the conference. Cash donations are also being accepted. The Mid-Ohio Food Bank can translate every $1 donation into 10 meals.

Name Tags – Bring your name tag!

Fingerprinting – OSU HR will be fingerprinting during lunch on both days next to the registration, to remain compliant with policy 1.50. If you need to participate, bring a valid drivers license or state issued ID.

Biometric Screenings and Flu Shots – Both are being offered each day in the Great Hall Meeting Room. Visit the conference webpage for more information (http://go.osu.edu/2015EAC).

Tech Faire – Tuesday, 8 a.m. to 6 p.m. in the Ohio Stater’s, Inc. Traditions Room, across from the ballroom. Stop by to see some exciting items and have your questions answered.

Poster Viewing and Resource Faire – Open both days in the Great Hall Meeting Room, stop by to learn more about various resources, projects and research in Extension, CFAES and OSU.

Welcome! . . .

We Welcome . . .

Diane Wisda, Program Assistant, 4-H, who started in Wyandot County on November 30.

Cindy Torppa’s Schedule for December 7 – 11

Monday: Hancock County
Tuesday: Annual Conf.
Wednesday: Annual Conf.
Thursday: Admin. Cabinet
Friday: Region Office
Save the Date, April 8, 2016 (Source: Jim Jasinski) . . .

Please consider saving April 8, 2016, for an "Introduction to Entomophagy" workshop to be held at the Nationwide 4-H Center in Columbus. The workshop will be held from 9 am - 3 pm, and is limited to only 50 participants.

What is entomophagy? It's simply about using insects as food, which might be getting a little scarce around 2050 when ca. 9 billion humans inhabit the earth.

The workshop will contain an overview of entomophagy, historical and cultural aspects, nutrition and health, and finally two Ohio based businesses, Big Cricket Farms and Enviroflight, will talk about their vision of using insects to feed people and animals.

And yes, we will be sampling several kinds of insects fortified food!

Please mark your calendar now for April 8, 2016, and plan to attend. Look for more details soon, or send questions to Jim Jasinski (jasinski.4@osu.edu) or Ashley Kulhanek (kulhanek.5@osu.edu).

This workshop is funded by an OSUE Innovation Grant.

Know When to Stop Checking Your Phone and Go to Sleep (Source: Harvard Business Review) . . .

By now we've all heard the importance of getting enough sleep. Yet many of us let our technology sabotage us getting a good night's rest. Research has found that anxiety, due to fear of missing out, plays a major role in how we (mis)use our devices. A majority of smartphone users feel uncomfortable if they aren't in direct contact with their phones 24/7/365, even waking up to check their phones at night.

To reduce your nighttime anxiety and get the sleep you need, practice not reacting to your phone’s notifications. Simply don't check your phone every time it beeps. Try to check your phone only every 15 minutes, then every 30 minutes, then every hour. Once you build up your tolerance, try not checking your phone at all at night. Or if you're still struggling, keep your phone outside your bedroom at night. It's unlikely you’re missing something that important.

Adapted from “Relax, Turn Off Your Phone, and Go to Sleep,” by Larry Rosen.
COLUMBUS, Ohio – It will be seven months of pointing toward the finish line for Ron Hendrick.

On Dec. 2, Hendrick begins his role as acting dean and vice president for agricultural administration for the College of Food, Agricultural, and Environmental Sciences at The Ohio State University. He is filling in for Bruce McPheron while McPheron serves as interim provost for the university.

“Over the next seven months we’ll be bringing to fruition efforts that have been in the works for the past two years,” Hendrick said. “It’s an exciting time for the college.” His focus will be in three areas: Finish building the leadership team: A new director for Ohio State University Extension, Roger Rennekamp, starts in January. A search for the associate dean for research and graduate education will start after Steve Slack, director for the Ohio Agricultural Research and Development Center, retires at the end of December. A search for a new Director of Marketing and Communications is underway. “There are also a number of senior staff with new college-wide roles who will be integrated into their new roles,” Hendrick said.

Continue to build faculty ranks: The college is adding faculty who will contribute to the university’s focus areas, called Discovery Themes, which include Food Production and Security, Energy and the Environment, and Health and Wellness. “Departments are also filling the ranks of non-Discovery Themes faculty,” Hendrick said. Continue rebuilding facilities and implement the re-envisioning plan for Ohio State Agricultural Technical Institute in Wooster, along with unifying operations across the college: This includes a multi-species facility at Waterman Farm in Columbus and new equine, swine and beef facilities, Hendrick said.

Hendrick is now senior associate dean for the college, overseeing college operations, including faculty affairs and facilities and capital planning. Prior to this appointment he served as director of the college’s School of Environment and Natural Resources and began his academic career as a faculty member in the D.B. Warnell School of Forestry and Natural Resources at the University of Georgia.

While Hendrick serves as acting dean and vice president, Terry Niblack will serve as acting senior associate dean. Niblack is chair of the Department of Plant Pathology. Larry Madden will serve as acting chair of that department, and Guo-Liang will serve as acting associate chair.

University policy prohibits faculty and staff members from signing contracts on behalf of Ohio State University. The Board of Trustees has identified the Vice President of Business and Finance as the official who is authorized to contract on behalf of the University.

Any contract or agreement that obligates the University for the provision, purchase, or payment of goods and/or services must be processed through the University legal offices for review and approval. This includes all leases for office space and contracts for facility usage, grant applications and contracts for services.

Of particular concern are contracts that promise to “indemnify and hold harmless” the contractor or lessor. The University is not legally able to agree to such terminology but will attempt to work with the lessors to determine acceptable alternatives.

Some contracts require that the University provide proof of insurance coverage; however this process is now a self-service web based process for the lessor. See the link to the self-service site below.

The University will not defend an employee who acts outside his/her authority in signing contracts on behalf of the University and that an employee risks personal liability for satisfying terms specified in an agreement that has not been approved by the University’s lawyers.

Contract processing time can range from a few days for an easy hotel rental agreement to twelve months for office space leases. Please talk with the Business Office about your needs early.

Contracts where OSU Extension is the buyer should be attached to an eRequest along with a Contract Form.

Contracts where OSU Extension is the supplier should be sent to the Leader of Grants and Contracts in the Business Office: Business Operations, 4 Ag Administration, 2120 Fyffe Road, Columbus, Ohio 43210

References:

- Self-Service Certificate of Insurance Website: http://www.busfin.ohio-state.edu/riskMgt/insCert.aspx
- Contract Form: http://osuebusiness.osu.edu/forms.php#FormsGen
- eRequest system: http://erequest.osu.edu/

2013 created by: Cynthia Buxton