Condolences . . .

Our condolences to the family of Warren Lee, who passed away Tuesday, February 17. Warren served on the OSU faculty for 33 years, specializing in agricultural finance. He retired in 2003 and then continued to serve as Director of the OSU Income Tax Schools program through 2012.

Henry County Master Gardeners . . .

Above is a photo of the Henry County Master Gardener ongoing Native Garden Education Project on county property Rd.15. Notice the robin’s nest on the signpost. They failed to sign a release form for use of their photo. However, left to right: Kay Yantz, Tamara Spillis (Henry County Coordinator) and Carol Perry are comfortable with notoriety. The photo credit is: Patricia Franz-Pahl. Patricia has a keen eye for photo opportunity and natural arrangement.
A new issue of the Communique’ is now available online at [http://extension.osu.edu/communique](http://extension.osu.edu/communique). The topics include:

- Budget Update
- Extension Field Specialists by the Numbers
- Extension Reconsidered
- OSU Extension County Websites – Upcoming Training Opportunities
- Family and Medical Leave Policy Changes
- Save the Date – Karen Bruns Retirement Open House on March 25
- Outreach and Engagement Forum – Call for Proposals
- Strengths-Based Selling – February 24 Online Workshop
- Ohio Ag Council Scholarship Applications – due February 27
- Performance Management and Coaching – March 2 Workshop
- What is Your Personality Color Spectrum? – March 3 Workshop
- Leadership YOU – March 11 Workshop
- DISCflex – March 18 Workshop
- Ohio Ag Hall of Fame Nominations – due March 31
- OSU Extension Personnel Update

**Interim Assistant Director (Source: Keith Smith) . . .**

I am pleased to announce that Patricia Bebo has graciously accepted the appointment of Interim Assistant Director of Family and Consumer Sciences. Pat will assume the responsibility of Interim Assistant Director effective April 1, 2015 and will continue until a new Assistant Director is hired. Please congratulate her on her willingness to serve in this capacity.

**Managing Multiple Priorities, Projects and Deadlines . . .**

Interested in learning how to manage multiple priorities, projects and deadlines more efficiently? Chi Epsilon Sigma will be hosting a workshop on April 20 at the Nationwide and Ohio Farm Bureau 4-H Center (9:30 a.m. – 4:30 p.m.). Registration information will be coming soon! Hold the Date!
4-H BGSU Kids Tech is a collaborative effort of the Wood and Ottawa 4-H programs, BGSU, and Virginia Tech. Participants are both 4-H and non-4-H youth. Counselors consist of 4-H teens and volunteers and BGSU students.

One primary goal of Kids’ Tech University (KTU) is to create the future workforce in science, technology, engineering, and mathematics (STEM) by sparking kids’ interest in these fields. KTU’s curriculum features three parts:

**Interactive Session**
- Held February through April, in lecture halls on the Bowling Green State University campus
- Will be centered on answering a “why” question, such as “Why is the sky blue?”
- Purpose is to focus children’s attention on a particular subject within the disciplines of Science, Technology, Engineering, and Mathematics

**Hands-On Activity**
- Held after each interactive session
- Focused on the specific discipline being discussed in the interactive session
- Conducted in a career fair fashion where kids and parents walk around to various activities

**Virtual Lab**
- Interactive labs will follow-up on ideas presented in the interactive sessions
- Activities are designed to cultivate children’s interest in the interactive session topics
- Features online forum to promote discussion and teamwork
- Performed at home

To read more about this program, see the link below:

I want to make you aware of an upcoming audit that is being conducted by the OSU Department of Internal Audit. They have initiated new processes and procedures to related to research activities, and it is time now time for our college audit. Internal audit will be randomly selecting OSP projects in the coming weeks from across all mission areas.

As part of this audit, the Auditors may contact Principal Investigators and their Research Assistants to schedule interviews or gather additional information. These interviews/meetings should last no more than 30 minutes (usually only 15 minutes), and the Auditors will make arrangements to meet the Principal Investigators, research assistants, technicians, and graduate or undergraduate students involved in the research activity, at their labs or offices. Please cooperate and assist the Auditors with their requests. Note: the Auditors have the authority to view all records, including those that may be deemed confidential.

Should you (faculty, staff or students) be contacted by a representative of Internal Audit, it is important that you follow-up with them in a timely manner and meet with them, as requested, and provide any documentation they seek to review.

If you have questions regarding the audit, please contact Eric Bode (.42).

Thanks in advance for your cooperation with this important activity.

Gifts to non OSU Employees may be taxable under IRS Regulations. CFAES has the responsibility to ensure that The Ohio State University reports significant gifts to the IRS. For all CFAES units, if any gift is provided to an individual for a value of $250 or greater, then it needs to be reported to the appropriate Service Center (Columbus or Wooster) via a Non-Employee Gift Form and the University’s Vendor Setup Form (Page 2 only).

The Non-Employee Gift Form also contains a more detailed explanation and guidelines on what needs to be reported. Questions: buxton.65@osu.edu
I’m pleased to update all of you on our OSU Extension Director search process. The search committee (listed below), comprised of your peers and colleagues, held their first meeting on Friday, February 20 to receive their charge. I greatly appreciate their willingness to serve in this important role as we seek to identify our next Associate Dean & Director of Extension.

The role of the search committee will be to review and provide input to the position description; identify ideal attributes of candidates for the position; participate in identifying candidates whose applications we might seek; review candidates and participate in pre-screening activities; and provide summary feedback on potential candidates to invite for on-campus interviews. In addition to the search committee, we have engaged the services of Greenwood/Asher & Associates, an executive search firm, to guide us as well as execute important tasks in this process. Their role will include guiding the work of the committee as outlined above, circulating the position announcement through their networks, identifying potential candidates, and assisting with the coordination of pre-screening exercises. This is an open national search to identify an extraordinary leader who can build upon the great strengths of OSU Extension and the College of Food, Agricultural, and Environmental Sciences. I’ll count on the entire organization to make suggestions of and/or nominate exceptional individuals. I am particularly committed to ensuring that we explore diverse and non-traditional pools of candidates to ensure we have identified the best possible individual to lead us into Extension’s second century.

As the timeline and opportunities for you to engage in the process are finalized, we will communicate to the organization through email, a website, and my monthly webinars. I hope you make every effort to nominate candidates, participate in evaluation opportunities, and offer your feedback on our final candidates.

- Jeff Sharp - Search Chair; Professor and Director, School of Environment and Natural Resources
- Pat Bebo - Leader, Community Nutrition Programs (EFNEP and SNAP-Ed)
- Greg Davis - Professor and Assistant Director, OSU Extension Community Development
- Kevin Harris - Extension Educator, 4-H Youth Development, Butler County
- Melinda Hill - County Extension Director and Extension Educator, Family & Consumer Sciences, Wayne County
- Dee Jepsen - Associate Professor, Food, Agricultural & Biological Engineering, & State Leader, OSU Extension Agricultural Safety & Health Program
- Lee Ann Johnson - Office Administrative Associate, Southeast Regional Extension Office
- Jeffrey LeJeune - Professor and Head, Food Animal Health Research Program
- Laura Lindsey - Assistant Professor, Horticulture and Crop Science
- Carl Maresh; Professor and Chair, College of Education & Human Ecology Department of Human Sciences
- Jeff McCutcheon; Associate Professor and Extension Educator, Agriculture & Natural Resources, Morrow County
- Laquore Meadows; County Extension Director, Franklin County
- Terry Niblack; Professor and Chair, Department of Plant Pathology
Over 12,250 faculty and staff participated in Campus Campaign 2014, with gifts and pledges bringing the overall total of faculty and staff giving since 1986 to just over $155 million. Thank you!

Your gifts to the university and specifically to the areas you choose to support are much appreciated. Many areas rely on our gifts to maintain services and develop and grow programs that support our students, research, patient care, and faculty and staff development.

As we begin the new fiscal year and Campus Campaign 2015, we want to remind you that while we don’t actively ask for your gifts until March 1-April 30, your participation in this year’s campaign starts calculating July 1, 2014.

Question of the Month:

When does Campus Campaign 2015 start?

Campus Campaign has already begun! What? The time period when we actively ask you to participate is March 1 through April 30 each year – that’s when you see the posters and receive your gift packet. However, the actual campaign is a fiscal year campaign and participation started counting on July 1, 2014. So if you have already made an outright gift this fiscal year or have an ongoing payroll deduction, you are already counted as participating.

Last year the Department of Extension almost reached our goal of 40% participation by our Faculty and Staff. The goal set for Extension for 2015 is 45%. Remember that contributions to your local funds count in this campaign. If you already have payroll deduction or participate regularly in the Campaign – THANK YOU!

If you would like to make an ongoing donation see your Campus Campaign packet, it should arrive around the first of March. Any amount you contribute counts toward our percentage of employees who choose to make a difference in the programs and opportunities offered by the College and by Extension.

I personally have never felt comfortable asking others to give to a cause that I am not willing to support myself, so this is a chance to show that we believe in the work of Extension. Many of our counties benefit from local Endowment Funds and from grants and scholarships awarded to our 4-H programs or to students from our counties not to mention the many other funds that the college has. Think about how these funds have benefitted you and consider making a contribution.
I have been asked to be the Extension spokesperson for 2015 and so I want to share that I personally give to the Southeast Region Endowment Fund. Our fund supports scholarships for professional development for employees in my Region and for programming grants. I have contributed to the 4-H Endowments for several counties over the years and contributed to the funds which helped to build our 4-H Center. Select a fund that you believe makes a difference.

In 2015 I would like to fund a grant to support Citizenship Education for Youth and hope that contributions to the Southeast Region Fund (625335) might allow us to develop a grant for that purpose in the future.

If you want to give here is a little information to help guide your gift giving.

What is the minimum gift someone can make?

Gifts of ALL sizes are welcome and important. However, due to the cost of processing gifts, we have set the following guidelines:

If someone would like to start a payroll deduction, the minimum is $1 per pay and per fund.
If a donor currently has a deduction of less than $1 per fund, we will continue as is.
Gifts made by cash or check - $1 minimum per fund of choice.
Gifts made by credit card - $5 minimum.

If you have additional questions please feel free to contact me at kelbaugh.1@osu.edu or 740.584.2516 and, again, thank you in advance for your careful consideration to this annual request.