University General Records Retention Update (Source: onCampus Today) ...

In early September, the University Archives launched the most up-to-date University General Records Retention Schedule. All employees are encouraged to review the new retention schedule to make sure they are following the latest requirements. The schedule has been highlighted to identify additions and changes. In particular, note changes to records maintained by centralized campus units (page 3), expanded definitions for “Active +” for various record types and significant changes to the human resources records. Read more → Contact or 614-292-3271
I had the pleasure of attending the Ohio 4-H Foundation’s annual Celebration of Youth event at the Nationwide and Ohio Farm Bureau 4-H Center on Saturday night. Together with sponsors, those in attendance raised more than $150,000 at the event. Participants enjoyed sampling the vast array of Ohio food and wine prepared by local chefs and bidding on items at both silent and live auction. A highlight of the evening was the inspirational message delivered by Dustin Homan, a graduate student and 4-H alumnus from Shelby County. Dustin presented a compelling vision for the future of 4-H in Ohio, across the nation, and around the world. Special thanks goes to presenting sponsor Nationwide and platinum clover sponsors Bob Evans Farms, Heartland Bank, and Ohio Farm Bureau Federation.

Ed Tech News
(Source: u.osu.edu/extensionedtech) . . .

**Ed Tech Tools for Impact** – With a growing number of tools and technologies available, how do you know which is best for you? The Ed Tech Unit has developed a list of tried-and-true educational technology tools that we feel are great options to include in your digital content strategy. We’ve organized the tools based on specific goals you may have for your county or program. [Read more]

**Webinar: Macro Photography on a Budget** – Tuesday, October 25, 2 p.m. From helping clients identify plants and insects to encouraging environmental appreciation, close-up and macro photography is a great marketing and educational tool. Join Ohio State University Extension Ed Tech Specialist, Danae Wolfe, to learn how to take great close-up and macro photos on a budget. Webinar will cover tools and techniques for getting a closer look at your garden and landscape including reverse lens macro photography, extension tubes, and cell phone camera adapters. [Register]
New Address for ASSIST Online Help (Source: Ric Hunter) . . .

On Friday, October 14, the online ASSIST online help tool for Ohio State Administrative Systems will move from its current location to https://assist.ocio.osu.edu.

While no user training or re-training is required due this change, system users should update any bookmarks and favorites using the new address. For an interim period, the old ASSIST links will re-direct to the new pages.

If you have additional questions about this change or difficulty using ASSIST, please submit a request to the IT Service Desk through Self Service or by contacting the IT Service Desk via 8help@osu.edu or 614-688-HELP (4357).

STEAM on the Quad (Source: Jason Hedrick) . . .

The OSU Extension Offices in Putnam, Hardin and Allen counties had a grant and a strong base of 4-H members, and the education department at Ohio State Lima had the space, manpower and the beginnings of a Maker Movement event we named STEAM on the Quad. It was covered in the ONCampus Today in a recent issue. More information here.
Rafiq Islam and Tom Worley, from OSU South Centers, and I traveled to NE China to continue an OSU cooperative venture in soybean production and soil health.

Photos from my recent trip to China:

In the land of Khan, Hailaer, Inner Mongolia

The first cover crops in NE China, Heilongjiang Academy of Agricultural Sciences, Jiamusi, China

Hot Pot feast, cook your own meal in boiling water
Congratulations! . . .

To our 4-H staff who just attended the National 4-H Conference (NAE4-HA) in New Orleans. We are proud of your participation and the recognition that you bring to Ohio! Ohio’s acceptance rate was 40% for seminars and workshops and 75% for posters.

Competency Build Workshop – (2 of 7 were from Northwest Region, 28.5%)
  • Kathy Booher (Ottawa/Seneca), Jennifer Morlock (Wood), and colleagues
  • Cassie Anderson (Hancock) and colleagues

Program Showcase – (1 of 12 was from Northwest Region, 8%)
  • Leadership Road Trip for Middle School Enrichment – Heather Gottke (Van Wert)

Posters – (5 of 18 were from Northwest Region, 27%)
  • Adding a Youth Flavor to OSU Extension’s Signature Programs – Patrice Powers-Barker (Lucas) and colleagues
  • Youth Empowerment Partnerships & Possibilities – Cassie Anderson (Hancock) and colleagues
  • Animal & Me . . . Give Youth with Special Needs a Chance – Angela Holmes (Erie)
  • Managing Accommodation Requests of Youth with Disabilities – Heather Gottke (Van Wert) and colleague
  • 4-H Cutting Board Challenge – Jason Hedrick (Putnam) and colleagues

Program Seminar – (2 of 5 were from Northwest Region, 40%)
  • 4-H CARTEENS: 4-H’ers in Action to Save Lives – Judy Villard Overocker (Richland), Allison Cooper (Crawford), and colleagues
  • How Can I be Successful in the Promotion Process – Judy Villard Overocker (Richland)

Distinguished Service Award
  • Jennifer Morlock (Wood)

Ohio Service Award Recipients get into the NOLA spirit (Nancy Snook, Jessica Rockey, Jenny Morlock, Katie Feldhues, Erin Daily, Carolyn Belczyk, Kathy Bruynis
65 participated in the Ohio State’s Night Out, held at The Court of Two Sisters

Enhance the Health and Wellness of Faculty and Staff (Source: onCampus Today). . .

Ohio State has a vision to create the healthiest campus in the world. You can help achieve that goal by volunteering for the One University Health & Wellness Faculty/Staff Sub-Council. Faculty and staff participants will offer input on wellness programming and strategies that support awareness, education and prevention to enhance the nine dimensions of wellness. Please email Chief Wellness Officer Bernadette Melnyk with any questions or to volunteer to serve on the sub-council. Read more
Are you interested in purchasing a 2017 planner designed for OSU Extension Professionals? Ordering is simple! Visit [http://go.osu.edu/2017planner](http://go.osu.edu/2017planner). The 2017 planner measures 8.5” x 11” and includes a 3-year at-a-glance calendar, a state map of Ohio with counties and EERAs, goal planning, monthly checklist, 2-paged monthly calendar view, month in view, event summary reporting pages, travel log, to-do list, notes pages, 2018 planning page, 2 pockets and a pen loop bound together in a professional leather notebook. ($40)

For those who prefer the electronic calendar but desire help gathering reporting data and staying organized beyond daily appointments, the Reporting Notebook might be the solution for you. It contains all of the same features as the planner without the monthly pages. ($35)

Deadline to order is November 15. These orders will be available for pickup at Annual Conference.

**Open Enrollment November 1-15 (Source: Amy Burns) . . .**

**What’s New for 2017?**

One of the primary enhancements for 2017 is the introduction of Health Reimbursement Accounts (HRA) to connect your personal wellness and participation in Your Plan for Health (YP4H) activities with the amount you pay for health care.

A Health Reimbursement Account (HRA) is an employer-funded, tax-advantaged* account that can be used to help employees cover out-of-pocket health expenses. Beginning January 1, 2017, faculty and staff enrolled in an Ohio State medical plan will be eligible to earn HRA credits instead of Amazon gift cards. Learn more about Ohio State’s Health Reimbursement Accounts.

For additional information or to view the recorded webinar, please visit, [https://hr.osu.edu/oe/](https://hr.osu.edu/oe/).

**Webinars Available**

This 90-minute webinar will provide you with information about changes to your health and welfare benefits for the upcoming 2017 plan year. From November 1 through November 15, 2016, you will have the opportunity to make new benefits elections and make changes to your existing elections for an effective date of January 1, 2017.

During these sessions, Benefits Consultants will describe 2017 plan changes and will address issues you need to consider when making your elections.
I strongly encourage you to view one of the webinar sessions below.
- October 24, 2016 (Wednesday), 3-4:30 p.m. Join at: http://carmenconnect.osu.edu/oeoct24/
- October 25, 2016 (Tuesday), Noon-1:30 p.m. Join at http://carmenconnect.osu.edu/oeoct25/
- October 27, 2016 (Thursday), 8-9:30 a.m. Join at http://carmenconnect.osu.edu/oeoct28/
- November 1, 2016 (Tuesday), Noon-1:30 p.m. Join at http://carmenconnect.osu.edu/oenov1/
- November 3, 2016 (Thursday), 5-6:30 p.m. Join at http://carmenconnect.osu.edu/oenov3/
- November 4, 2016 (Friday), Noon-1:30 p.m. Join at http://carmenconnect.osu.edu/oenov4/
- November 8, 2016 (Tuesday), 1-2:30 p.m. Join at http://carmenconnect.osu.edu/oenov8/

County Highlights (Source: Roger Rennekamp) . . .

Message sent to CEDs on 10/18/16
It is time to collect information for our 2016 OSU Extension County Highlights – to be published in early January 2017. As always, we count on you to pull together meaningful impact statements that highlight just a few of the many differences you are making at the local level.

This year, I’m requesting that you compile your impact statements by the new impact areas that I announced in July – Health and Wellness; Job Skills and Careers; Thriving Across the Life Span; Sustainable Food Systems; Engaged Ohioans, Vibrant Communities; and Environmental Quality. A copy of the impact area list with descriptors is posted in a Resources file within a new Box folder that has been set up for the County Highlights 2016. CEDs, Cabinet members and unit leaders, you will receive a Box invitation soon.

As you pull together this information, please write at least one impact statement for four (or more) of the six new impact areas. As I’ve talked with our faculty and staff over the past few months, it’s been clear that many of your programs already address one or more of the impact areas, so this should be a fairly straightforward way to summarize impacts for this year. To help with this thought process, we have also posted in the Box Resources file a matrix with both the program areas and impact areas outlined for you. Because we are changing how the impacts are reported (by the new impact areas), we have not posted a copy of the 2015 highlights in Box, but you are welcome to refer to your county’s previous highlights at this link: http://communications.cfaes.ohio-state.edu/resources/marketing-and-brand-strategy/county-highlights.
Also, we are moving to an online format for the county highlights, and this year’s highlights will be available on a new website in early January 2017. More information will be available as final updates are made to the new website during the next couple of months.

With this note, the 2016 county highlights reporting period has begun, and you have until Thursday, November 10 to write and submit impact statements for your county. At that time, we will ask the regional directors to review the statements for each of their counties.

I have also asked that we make sure we include several unit impact statements with the county in which they are located. This is a change from previous years, and this information does not impact the 1,500-word limit for the rest of that county’s highlights. If you work with one of the units listed below, please connect with the local CED to make sure your impact statements are included with the other county information.

- Alber Enterprise Center – Marion
- Youth Outdoors – Cuyahoga
- Adventure Central – Montgomery
- 4-H AgriScience in the City – Cuyahoga, Hamilton

Complete instructions for the 2016 county highlights writing process are posted in the Box County Highlights 2016 folder. Please contact Cheryl Buck at buck.19@osu.edu if you have any questions about the process.

CFAES News (Source: u.osu.edu/cfaesadmin) . . .

Please visit http://u.osu.edu/cfaesadmin to read more on the following:
- Equity and Inclusion Events and Activities
- CFAES Office of Marketing and Communication Relocates to Riverwatch Tower
- 2017 Open Enrollment

And more.
Blog Links . . .

- CFAES Weekly News Digest – http://u.osu.edu/cfaesadmin
- Extension Director, Roger Rennekamp – http://u.osu.edu/conspectus/
- Community Development – http://u.osu.edu/extensioncd/
- OSU Extension Ed Tech – http://u.osu.edu/extensionedtech/
- Ag Law – http://aglaw.osu.edu/blog

Award Nominations . . .

Chi Epsilon Sigma – Due October 31
- Newsletter, Brochure and Website Contest
- Dorothy Rex Inspiration Award

Schindler Excellence in CD Award – Due November 1

Important Dates and Deadlines . . .

If there are dates that apply to many that you would like to see included in this section of the newsletter, please send them to Carol at bottoms.6@osu.edu.

**NOVEMBER:**
1 – 4-H Professional’s Update, 4-H Center, Columbus
2 – Assuring Quality Care for Animals In-service, 4-H Center, Columbus, register at https://osu.az1.qualtrics.com/SE/?SID=SV_eFeyVblJ2t82Ult

**DECEMBER:**
6-7 – Extension Annual Conference, Ohio Union

**OCTOBER:**
24-27 – ESP National Conference, Cape May, NJ
26-27 – All FCS Conference, Crowne Plaza, Dublin