Monthly Webinars for New Faculty and Staff
The monthly benefits and retirement forums for new faculty and staff will be presented as online webinars going forward. During these sessions, benefits consultants compare medical plan options, review health benefits and explain retirement choices. Participants are able to ask questions in real time during the webinars. To sign up for benefit and retirement webinars visit go.osu.edu/buckeyelearn

SNAP-Ed Supervisor Webinar
For more information about the changes to SNAP-Ed supervision as proposed, visit http://carmenconnect.osu.edu/p9ndq4rjxz4
Welcome! . . .

We Welcome . . .
Chris Hogan, Research Associate, Ag & Resource Law, who started in Wood County on September 19.

We Welcome . . .
Susan Snyder, Program Assistant, EFNEP, who started in Lucas County on September 19.

Happy October Birthdays . . .

- October 8 Ruby Randolph – Program Assistant, Sandusky County
- October 10 Cindy Dininger – Office Associate, Ashland County
- October 12 Chris Comden – Office Associate, Defiance County
- October 15 Deb Knapke – Office Associate, Van Wert County
- October 18 Lisa Schlumbohm – Program Assistant, Ottawa County
- October 25 Cheryl Barber Spires – Program Specialist, Northwest Region
- October 31 Erika Lee – Program Assistant, Paulding County

Excellent in Extension Nominations
(Source: Cassie Anderson) . . .

Nominations for the Excellence in Extension Award will be extended until Thursday, October 6, at 4:00 p.m. This is the top honor for our organization. The nomination process has been streamlined this year please go to go.osu.edu/ojcepawards to view the nomination form.

Past winners include:

If you feel like someone you work with is missing from this list please complete a nomination form and return it to me by this Thursday, October 6, at 4:00 p.m.
FLSA Update (Source: Jeff McCutcheon) . . .

Ohio State to Comply with FLSA by December 1

Updates in the Fair Labor Standards Act (FLSA) raised the threshold amount for receiving overtime to $47,476 per year. That means, with certain exceptions, anyone making less that this amount is eligible to receive overtime pay. The Office of Human Resources and the Office of Legal Affairs looked at positions to determine if they were exempt or non-exempt from FLSA. It was determined that all educators will remain exempt from being eligible for overtime because they are actively involved in teaching.

The “program’ titled positions were determined to be non-exempt from FLSA. The greatest impact on County Offices will be the Program Coordinator positions. Since the salary range for this position is less than the threshold, they will be moved from a monthly pay to biweekly pay. This means they will use eTimesheet, the university’s online timekeeping system, for hourly (non-exempt) employees. This also means they will become eligible for overtime pay when they work more than 40 hours in a week. This does not mean overtime is guaranteed. Hourly employees must have overtime approved by their supervisor in advance.

Employees will be contacted directly this week if their status is changing from salaried to hourly. For more information visit https://hr.osu.edu/services/compensation/flsa/

Central State Update (Source: Jeff McCutcheon) . . .

As many of you will remember the passage of the 2014 farm bill designated Central State University as an 1890 land-grant university. Ohio State University Extension is happy to welcome Central State University to Extension programming in Ohio. Although this is a new relationship for us, many states across the US already have a thriving partnership between the 1862 land grant university and the 1890 land grant institution to provide Extension programming.

Currently, Central State has started hiring key positions at CSU and included in their hiring plan the following County Agent positions: ANR Agent shared between Hamilton and Butler Counties, 4-H Agents in Montgomery and Greene Counties, FCS Agents in Franklin and Lucas Counties, and a CD Agent in Cuyahoga County. They have also included EFNEP Program Assistants in Montgomery and Cuyahoga Counties. We are looking forward to fostering this relationship so that Ohio will benefit with needed programming.

We are certain that our relationship with Central State will benefit the local communities and we’re looking forward to working with our new partners. The Central State University positions will be fully funded by Central State’s Cooperative Extension and not from the County Commissioner allocations to OSU Extension. These positions will be housed with the OSU Extension Offices.
Take time today to sign up for the 2016 Fall LHLW email challenge. Participants will receive two emails a week on a variety of health topics. The challenge will run from October 17 through November 27. Click http://go.osu.edu/PIKELHLWF16 to register.

Topics include:
- Take Time for Fun
- Take Time for Relationships – Make a Difference Day
- Take Time to Move
- Take Time to Celebrate – Healthy Harvest
- Take Time for Others
- Take Time for Sleep
- Take Time to Cook
- Take Time to be Patriotic – Veteran's Day
- Take Time for Tune Ups – World Diabetes Day
- Take Time to Laugh
- Take Time for Self
- Take Time to be Thankful – Thanksgiving

Contact Tammy Jones at jones.5640@osu.edu for more information.
Please see the information below from the CFAES e-Learning team regarding old courses and materials that are still being housed in the old Carmen system (please note this is a different formal learning platform than Moodle, although old courses and materials housed in Moodle should also be moved over). Please contact Danae (wolfe.540) or Jamie (seger.23) if you have any questions.

Now that the fall semester is well under way I wanted to remind you that after this semester OSU will not be using the old Carmen system (D2L). We will all be in the new Carmen (Canvas) starting next semester. If you have courses and materials in the old Carmen system and would like assistance moving it to the new Carmen system, please contact me and I will put you in contact with the Carmen assistant hired by CFAES. I encourage you to start doing so now so that everything will be in place before you leave for Christmas break. Thanks and as always feel free to contact me if you have Carmen questions.
Overview
You are invited to attend and participate in the 2016 OSU Extension Annual Conference – Investing for Impact. Extension’s goal is to positively impact the lives and communities we engage with on a daily basis. How is this possible? Investing in Extension’s people, practices, programs, and partnerships helps all of us make a greater impact on lives and communities throughout Ohio. Proposals may be submitted in one of the following formats: presentation, ignite session or poster.

Description of Formats
Presentation (1-hour session) – Hour-long presentation that teaches a specific skill needed by Extension professionals or provides information on a particular program or topic of interest to Extension professionals.

Ignite Session (5-minute presentation) – There will be two groups of Ignite sessions centered on Innovations in Engagement: 2016 and Future. Share the new and creative ways you have either recently been, or soon will be, active in engagement in your work. If you submit an Ignite session proposal, your final PowerPoint (20 slides) will be due to the committee by Thursday, November 17. Learn more about Ignite…visit go.osu.edu/ignitehowto. Ignite motto: “Enlighten us! Just make it quick.” Ignite presenters are expected to attend a “Meet and Greet” reception on Tuesday, December 6, 4:45–6 pm.

Poster – There will be four types of posters: Undergraduate or Graduate Student, Research, Educational Outreach, and Ideas in Action. These posters will be on display both days of the conference. A poster author is expected to attend a “Meet and Greet” reception on Tuesday, December 6, 4:45–6 pm.

• Please note: The poster may NOT be any bigger than 4 feet by 4 feet.
• Each presenter will be responsible for setting up and removing his or her poster at the scheduled times (setup: 8-9 am, Tuesday; removal: 2-4 pm, Wednesday).
• All posters will be displayed on walls, not tables. Tables will NOT be provided nor allowed.

**Poster Session Awards**
Posters will be awarded gift card prizes for first, second, third, and honorable mention awards by professional judges. Additionally, your peers will be selecting a “People’s Choice” award for one poster.

**Submitting Proposals**
Submit your proposal using the following link no later than 11:59 pm on Wednesday, October 19, 2016. [go.osu.edu/EAC_2016RFP](http://go.osu.edu/EAC_2016RFP)

When you visit the URL to submit your proposal, you will be directed to a page that will ask you to “register” for the website to submit an RFP by providing your name and email address. Once you provide the registration information, you will be emailed a unique URL to submit your proposal. You will be able to submit ONE proposal PER email address. If you create or use a new (non-OSU) email address to submit multiple proposals, please remember to monitor that email through November because that is where all communication will be sent individually for EACH submission. If needed, you will be able to make changes to your submission by clicking on your URL (in the email you receive after registering) until the RFP site closes on October 19. Clicking the submit button on the summary page will complete your submission process. You will receive a confirmation email for your completed submission(s).

You will note there are character limits for some of the requested information. We suggest using a word processing program to count your characters, then copy and paste your text into the RFP website.

You will be asked to provide the following information for EACH proposal:
• Type of proposal: presentation, Ignite session or poster If “Ignite” is selected, also identify which session theme: 2016 Engagement or Future Engagement If poster is selected, type of poster: o Undergraduate or Graduate Student o Research o Educational Outreach o Ideas in Action
• Title of proposal
• Full description of presentation/poster including an explanation of why the information to be provided is of need or of interest to Extension professionals and how you will engage the audience in your presentation. **(3,000-character limit, including spaces)**
• Optional: In a separate question on the RFP website, you will be able to upload a Microsoft Word document containing a formatted list of references/resources (*see criteria for file size and type below).

• Learning objectives of the proposal (1,000-character limit, including spaces)

• Which of the following areas does your proposal address? (checklist – you will be asked to provide a SHORT description for each area you select.

Please do not repeat information from your full description):

  o Improving Partnerships – includes networking within Extension, connections with government and other external partners, relationships within and between counties/regions, collaborations with college(s) and/or the university (500-character limit, including spaces)

  o Improving Programming – the work and efforts that drive Extension forward, potentially leading to new ideas and innovation; adopting new technologies, marketing or methods; can also tie into research and scholarly works (500-character limit, including spaces)

  o Improving Practices – day-to-day operations, technology, risk and liability, data management, volunteer management, ways to work smarter and stay organized, fiscal management (500-character limit, including spaces)

  o Improving People – personnel, human resource topics, customer service, communication skills, interpersonal relationships, diversity and inclusion to expand Extension audiences, professional development (500-character limit, including spaces)

• Short description/abstract of presentation, Ignite session or poster proposal for the conference program (1,000-character limit, including spaces)

• Reference list (optional): Upload a Microsoft Word document (file type: “.doc” or “.docx”, maximum file size: 5,000KB) containing a formatted list of references for your proposal.

• Lead author and contact information – name, title, location, phone, email

• Co-author(s) and contact information – name, title, email

Proposal Review
Proposals will be reviewed by a committee of Extension professionals who will not have access to your contact information until the selection process is complete. Therefore, accepted presentations and posters will be considered “peer-reviewed presentations” for promotion/tenure purposes. Acceptance rates will be announced.

The Concurrent Sessions and Posters Subcommittee will review proposals soon after the submission deadline. Selections will be made and presenters notified by the first week of November.
Questions?
For general questions about the request for proposals, contact the Concurrent Sessions and Posters Subcommittee co-chairs, Lisa Barlage (barlage.7@osu.edu) or Patty House (house.18@osu.edu). Please DO NOT inform either of these individuals of the title/content of your proposal or it will not be considered a “blind” peer-reviewed process.

For technical questions or issues with the online proposal submission site, contact Debby Lewis (lewis.205@osu.edu), Concurrent Sessions and Posters Subcommittee co-chair.

2017-18 Faculty Request for a Non-mandatory Promotion – Submit Letter of Request by December 1, 2016 (Source: Ken Martin) . . .

If you are considering submitting a dossier for a non-mandatory (voluntary) faculty promotion during the 2017-2018 review cycle, the first step is to discuss this with your Regional Director and/or Assistant Director. You are encouraged to initiate this discussion and provide your supervisor with a copy of your dossier so they can provide informed feedback regarding the potential for your success in this process.

To request a non-mandatory promotion review, submit a letter of intent no later than Thursday, December 1, 2016, to Department Chair, Ken Martin, martin.1540@osu.edu. Also send a copy of the letter to your supervisor and the Extension Promotion & Tenure Committee Chair, Andy londo.2@osu.edu.

Address the letter to:

Ken Martin, PhD
Professor
Chair and Associate Director, Programs
College of Food, Agricultural and Environmental Sciences Department of Extension
3 Agricultural Administration Building, 2120 Fyffe Road Columbus, OH 43210

Note: The names of faculty requesting a promotion will be sent to the college. Faculty will receive dossier assistance with the transition from RiV to the Vita reporting system for the 2017-2018 review cycle.
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

National Meeting Information . . .

NEAFCS – http://www.neafcs.org/2016-annual-session
• Late Registration – after September 1 - $525

• Hotel Reservations – Opens May 2 - $229.00 per night
• Late Registration – August 12 (@ 9:01 PM Pacific) – September 30 - $550.00

• October 24-27 in Cape May, New Jersey
• The site of the 2016 meeting is The Grand Hotel of Cape May