

Epsilon Sigma Phi

Pi Chapter

Board Minutes

MAEE/ESP Joint Board Meeting Minutes May 11, 2011 St. Cloud

Present at the Meeting

MAEE Representatives: Tim Dolan, Dave Nelson, Becky Harrington, Amy Rager, Krishona Martinson, Mary Caskey, Kay Lovett, Kelly Kunkel, Judith Conway, Mary Duncomb, Heidi Haugen, Sarah Chur

ESP Representatives: Tim Dolan, Bob Mugaas, Jerry Tesmer, Becky Harrington, Tamie Bremseth, Jeanne Markell, Toni Smith, Kimberly Asche, Sara Croymans, Heidi Haugen, Sue Fischer, Marcia Woeste, Donna Geiser

Welcome by MAEE and ESP Chairs and Introductions

ESP President Toni Smith and MAEE President Kelly Kunkel called the meeting to order at 10:00 am and welcomed the group to the first ever joint ESP/MAEE Board meeting. Attendees introduced themselves and their role with MAEE or ESP

Extension Employee Organizations of the Future Sub Committee Charge

Toni & Kelly provided a background on why this joint subcommittee was developed -- to define what our organizations would look like to be helpful, useful, rewarding for Extension Employees & Retirees – specifically for ESP & MAEE (not EFCC or CAPA)

Introduction of Sub Committee Members and Overview of Report:

Co-Chairs – Kay Lovett and Jeanne Markell

Committee members: (ESP representatives) Bob Mugaas, Phyllis Onstad, Sue Fisher, Jeanne Markell, Toni Smith, and (MAEE representatives) Kelly Kunkel, Kay Lovett (MAEE President Elect), David Nelson and Judith Conway. Toni was also going to ask Kia Harris to serve on the committee as ESP President Elect.

Jeanne and Kay described the committee's proposed model for the U of M Extension Employee/Retiree Membership Organizations. The overarching goal of the proposed model was to design a membership model that best provides Extension employees and retirees the opportunity for professional development, recognition/awards/advocacy and fellowship; It will be successful/sustainable due to optimum return on investment of members' time and financial resources. A two page talking points piece (draft May, 2011) was which described the guiding principles for the model design, a discussion on what is different in the model from the status quo and a listing of what needs to be considered in further refining of the model to reach the overarching goals was distributed along with one page graphic which depicted the proposed model.

In summary, the proposed model includes a new MN JCEP (Joint Council of Extension Professionals) organization with member organizations including the current 'sections' as well as ESP. MAEE would no longer exist in its current form.

Questions & Answers on the Proposed Model

What is the proposed timeline? If the model is attractive to the joint ESP & MAEE boards then pragmatic processes need to be built into the model; discussion among the various memberships would need to occur and implementation might occur in 2012. Organization bylaws and constitutions might dictate the timeline.

What do the MAEE bylaws and constitution indicate? The bylaws and constitution would need to be reviewed and the process would need to proceed according to these documents. Any changes would most likely need to be proposed at one meeting and voted upon at a following meeting, with the appropriate time frame outlined in the constitution. ESP and section constitutions and bylaws would also have to be reviewed to determine if any action or revisions would be required.

What would happen to MAEE's current resources if it were dissolved? MAEE's Constitution would indicate how assets/resources would be handled.

Would employees need to join the MN JCEP? In the proposed model JCEP would be an organizational membership (not an individual membership), while the sections & ESP would be individual membership.

How would JCEP be funded? How would this be equitable with associations having different levels of membership (16 – 96)? What would JCEP's financial needs be? Possible ideas included organizations paying a certain percentage of their membership dues to JCEP or possibly a flat rate per member to JCEP. These questions would need to be addressed by a committee to bring forth to membership. Given budget constraints and declining professional development opportunities provided by administration, Extension Administration might want to provide financial support to the professional development that occurs through the various membership organizations.

Would JCEP get start up money from MAEE? MAEE would determine where their assets went based on what is in their constitution.

Would each subsection be expected to elect their own individual treasurer if there was no longer an MAEE treasurer?

What if sub sections chose not to be part of the state JCEP?

What is the advantage of a MN JCEP? The advantage is having a collective voice of sub sections and ESP.

Who would provide professional development for Extension professionals if MAEE was no longer around to provide this service? Perhaps ESP would take the lead role of providing professional development; possibly as a fee for service to ESP members and all subsections members & whether individuals are an ESP member or not.

Has communication occurred regarding this model with Extension administration? Not yet. It was discussed that MAEE, ESP and section members should be informed of the proposed model prior to MAEE President Kelly Kunkel and ESP President Toni Smith sharing it with administration.

How would this model impact 4-H PCs? 4-H PCs might be better represented through this JCEP model because currently they are not eligible to be members of MAEE. It was also shared that NEAFCS-MN is looking at including Program Coordinators & CNEs who have bachelors as members in the section, so the proposed model would be conducive.

What about campus specialists? The proposed model might be more attractive to campus specialists who previously may not have seen a 'fit' for themselves in MAEE. It was discussed that the JCEP model might be more welcoming than 'MAEE' to those who are on the 'fringe' – those nontraditional members.

How would Regional Extension District Directors fit into the model? What about Extension Program Leaders? What about other administrative types? These individuals could join any section of their choice as well as ESP, as they are currently able to do. With the new proposed model they would also be represented by JCEP. If there are ever 'union type' issues the proposed model includes a "JCEP Employee Advocacy Standing Committee" which would exclude administrative staff.

What would happen to the work that the MAEE committees had done in the past? Currently, there is some duplication of committees between ESP & MAEE ... so the ESP committees could pick up that work. This issue would need to be closely looked at so work deemed relevant is not lost. It was discussed that currently there are so many committees between MAEE and ESP that there are not enough interested members to sustain strong committees; so eliminating the duplication would result in stronger ESP committees.

What is the difference between the Dean hearing concerns through EFCC & MAEE? When is there a simple sharing of concerns vs. playing a debate or advocacy role on behalf of employees? What role would the proposed JCEP play?

What about the identities of the individual section identities? It was discussed that perhaps the proposed model would make individual sections stronger - if the strength of JCEP is in the individual organizations, than the sub section organizations need to be front and center; this is really about a partnership; a 'council' is like a governing body; maybe this is more of a 'joint partnership' rather than a 'joint council'; the organizations need to be partners; coming together around professional improvement, etc; hope this is less about JCEP as a title & more about the partnership among all Extension professionals

What about the awards MAEE awards used to give away ... it will be one less thing for those in the promotion track to include on their CV? Should there be JCEP awards? One person indicated that in the past ESP & MAEE hasn't received huge numbers of award applications so perhaps not having MAEE awards would be okay.

Comment -- some retirees may be willing to step forward to assist with the important work ESP has to do.

Caution: Need to be careful on how JCEP leadership is formed; how funds handled & transferred & what committees will surface on JCEP board.

Caution: about making the JCEP leadership team too small ... the larger it is the more perspectives that are included.

Possible concern – MAEE has a long tradition & in this model it would be the only thing going away. MAEE was established in 1972 with the constitution developed while staff was at the state fair. One of the reasons MAEE was initially established was to neutralize some of the gender issues and create one voice for field staff.

Concern about the visual diagram – perhaps ESP should not be in an 'equal' or 'similar' box, because it is not one of the sections. Maybe the ESP 'box' should look different on the model ... as it is different. Maybe move MAE4-H YD box to the side or bottom & place ESP on the top. The ESP role would be different than the sections & they might be picking up some of the roles MAEE had. In the model ESP should have equal 'power' or 'rights' as the five sections, but membership is open to everyone (although folks can join any section they want). Maybe change the symmetry of the diagram. Maybe the ESP piece should be in a different shape box because it is different because of members, founding premises; not content related; although equal partner; maybe different color rather than shape. Perhaps use the ESP insignia as the shape on the diagram.

Comment - There is always the option to do nothing ... but is that really best for our current & potential members? Some people hate change, & will long for the time when they were in MAEE leadership position.

Additional questions:

- Is there a need for a town hall/webinar meeting to share information & when?
- What does the MAEE Constitution & Bylaws indicate about how long the organization has to wait to take the necessary vote?
- Can we create a new organization before MAEE is dissolved?
- Will MAEE elect new officers this fall?
- MAEE bylaws – need to know options by July 20 meeting; can a special vote be taken, Can a vote occur in the fall to dissolve MAEE; what are the procedures; the faster the process perhaps the better

Review of plans for the future

There appeared to be consensus among the group to move forward with the proposed model. The initial committee has fulfilled their obligation. Kay Lovett has agreed to remain on the committee as incoming MAEE President. Toni will ask Kia to join the committee as the incoming ESP President.

New Committee

The following volunteered to serve on the committee (with commitment through the MAEE/ESP joint board July 20 meeting):

- Kay Lovett, MAEE incoming President
- Kia Harries, ESP incoming President
- Becky Harrington, 4-H YD
- Kim Asche, ESP
- Bob Mugaas, Hort/Ag
- Mary Caskey, NEAFCS
- Jody Hornvedt, CV? Or Kim Boyce or Mike Leopold (Toni will ask one of them to serve)
- Eli Sagor, Natural Resources (Amy Rager will request)
- Jeanne Markel agreed to meet with the committee at their initial meeting to introduce the model to the group; she will serve as a consultant

Charge of committee:

- Section reps on the committee need to review their organization's constitutions & bylaws – MAEE, ESP, & sections, to ensure things are done appropriately
- Committee members are encouraged to review Wisconsin's JCEP website to see how they are organized, especially committee structure. Also, possibly review other state sites to learn from their structures -- do this by visiting the ESP web site & click on each state to see what their structure is.
- Flesh out what the JCEP board/leadership group/over governance would look like.
- Determine the role of the central organization, i.e. a leadership role, advocacy role, facilitation role, etc.
- Discuss name of organization, i.e. 'council' vs. 'partnership'; 'MN JCEP' is a possibility; nice to have national connection; maybe include a subtitle.
- Determine terminology for organizations, i.e. member organizations, sub sections, etc.
- Address money issues:, i.e., money transfer & CDs; needs of JCEP/budget; funds to support JCEP (a percentage of section dues or a flat rate per member or other options).
- Take the talking points & graphic that will be revised slightly by Jeanne & Bob and update as work progresses, to present back to the joint MAEE/ESP meeting on July 20, and to eventually be used to develop a promotional brochure for the organization.
- Develop timeline

Other assignments:

Section presidents will be notified of proposed changes and to inform them documentation will be coming out in the near future for them to share information with their section members.

Section Presidents:

- MNREP - Amy Rager (present at meeting)
- MAE4-HYD - Nicole (Becky will contact)
- NAEAP - Ryan Miller (Tim will contact)
- MACLEP - Jody Hortvedt (Toni will contact)
- NEAFCS- MN - Mary Caskey (present at meeting)

Jeanne & Bob will revise the talking points and graphic based on the discussion in this meeting. This document will be used by Toni & Kelly, as well as by the committee as they continue work. This document will include:

- Draft name for organization: MN JCEP: Building Partnerships Among MN Extension Professional Associations
- Brief summary of the proposed model (talking points); if needed, maybe add another sentence describing each of the guiding principals
- Revised graphic
- Acknowledge the loose ends and questions yet to be addressed (terminology, finances, awards, etc)
- New committee members' names and emails
- Charge of the committee
- Invite comments/suggestions to be shared with committee members

Within a few weeks Toni & Kelly will send out a joint email informing ESP & MAEE membership of the proposed new model along with the revised talking points and graphic. They will ask section presidents to inform their membership of this as well, as not all section members are members of ESP or MAEE..

Toni & Kelli will share information with Dean Durgan about the proposed new model once the various memberships have been informed.

Kim & Kelli will review the MAEE bylaws & constitutional changes and share with Kay and committee

Future Joint ESP/MAEE Board Meeting

The ESP board indicated they were scheduled to meet again on July 20, 2011. It was felt it might be beneficial to have another joint ESP/MAEE board meeting where the committee can bring their work forward.

Meeting Adjourned

The joint MAEE/ESP board meeting was adjourned at 1:27 and then each board met individually.

Respectfully Submitted,

Sara Croymans,
ESP Secretary