

**COMMISSION ON OUTREACH
MINUTES
September 6, 2001**

Attendance: John Arbogast, Dave Barrett, S. K. De Datta, Robert Dunay, Amy Emerson, Louis Helfrich, Clark Jones, Doris Kincade, James Littlefield, Joe Marcy, Doug McAlister, Ed Overton (telecom), Susanna Rinehart, Beth Schroder for Ted Settle, Christine Jarchow for Judith Shrum, Susan Sumner, Andy Swiger, Dee Whittier, Tom Wilkinson

Absent: Greg Boardman, Sarah Burkett, Eric Pappas, Tammy Strand, Deb Williams

Guests: Linda Leffel, John Dooley

1. Welcome
Susan Sumner welcomed everyone to the September meeting, and asked those present to introduce themselves.
2. Agenda Approval
The agenda was approved as presented.
3. Approval of Minutes, May 10, 2001
The minutes were approved as presented.
4. Brief Orientation of Outreach Council
 - Doug McAlister gave a brief overview of the Outreach Council. The role of the Outreach Council is to look at program issues and opportunities to strengthen the outreach concept, and consider ways to strengthen the economic and development areas at the local, state, regional and international levels. Council also needs to think about the University Strategic Plan and the conceptual framework approved by the Board of Visitors.
5. Continuing/New Business
 - Outreach/Extension Matrix
The evaluation matrix/example was submitted by the rewards sub-committee last year and has been reviewed through the Commission on Outreach, Outreach Council and approved by University Council. This is an area that needs to be refined. The intent is for the Outreach Council to take the matrix to their colleges, department heads, and faculty. The Commission will work with Colleges to get information needed to improve the matrix.

- Outreach Excellence Awards
The awards committee will need to meet to revise the time frame to send out the call for nominations for the Outreach Excellence Awards. This year the Commission on Outreach wants to establish a team award.

6. New Business

- Commission chairs will meet with Drs. Steger and McNamee on September 13 to discuss the agenda of each commission for this academic year.
- The working agenda for 2001-2002 was discussed. It was suggested that speakers be invited to the meetings this year:
 - Betsy Flanagan — campaign issues
 - Mark McNamee — vision on outreach
 - Dwight Shelton — degree programs
- The symposium/forum was postponed last year since there were so many on-going activities last fall. This needs to be revisited and implemented this year. This activity would bring prestige to the outreach area and will showcase outreach excellence.

7. Announcements/Other Discussion

- Strategic Planning was discussed. The conceptual framework has been approved by the Board of Visitors. This document will incorporate graduate, undergraduate, outreach and research missions.
- A handout on Faculty Compensation for Credit Continuing Education Courses was distributed and discussed. Department heads will determine what is overload and faculty must stay within the consulting policy guidelines of one day per week or no more than five days in a five-week period. Overload compensation will only be approved in cases involving credit instruction at a remote site or via distance learning. Compensation will come through sponsored contracts with a company for credit. Faculty members on calendar-year appointments may earn up to an additional 33 1/3 percent during the 12-month period. Faculty on academic-year appointments may earn up to an additional 33 1/3 percent of their AY salaries during the academic year, and/or 33 1/3 percent during summer from all university sources combined.

Respectfully submitted,

Linda Price
Recording Secretary