**Minutes**

**September 3, 2020**

**Present:** Rebecca Baxley, Ashley Burns, Matthew Burns, Mark Cathcart, JC Chong, Lindsey Craig, Mallory Dailey, Thomas Dobbins, Jamelia Graham, Carol Hamilton, William Hardee, Lauren Hood, Faith Isreal, Karen Jackson, Drew Jeffers, Terasa Lott, Scott Mickey, Tyler Outen, Jaime Pohlman, Ben Powell, Kerrie Roach, Carley Smith, Nathan Smith, Weatherly Thomas, Alana West, Rick Willey

**Welcome President – Rick Willey**

Call to order at 10:04 am

**Administrative Update Dr. Tom Dobbins**

Thankful for the work of everyone of Extension and those serving within Extension Senate.

Extension Senate has made a difference in how the Dean sees Extension.

Budgetary review dictates the budget cuts and furloughs.

Sonny Perdue, US Secretary of Agriculture visited Hampton County.

Try to prevent a reduction in force (RIF) program however, there may be an early buy-out.

Announcing of office re-entry based on being in the “yellow” due to COVID-19. Please practice social distancing

Q: An article was read regarding The State and how SC is ending the year with a surplus, how does that play into the budget cuts?

A: Lead to believe that the reserves will go to K-12 to help offset the cost to reopen schools.

**Extension Updates Dr. Matt Burns**

Thank you to every one in Extension for the work and flexibility during this time.

Extension is following SCDHEC’s guidelines and CU Emergency Operations Center (EOC) and recommendations for office re-entries.

Sarah Custer, CU Emergency Management Director, has been good at stressing to administration the difference that Extension faces relative to campus.

Q: If the county offices open in the yellow or intermediate is it expected that staff are going to be at the offices or will individuals be able to still educate their children that are home two or three days a week?

A: Reach out to your Extension Director, these phases are voluntary while we're dealing with this pandemic situation. Extension wants you to have the opportunity to be back in the office, especially in that yellow phase. Keep in mind we're not open to the public, although you have the opportunity to be in the office in small groups or continue to telecommute.

Q: What is the plan where counties are on the borderline and go above back into the red then back below the yellow…will an individual have to be tested numerous times in order to return to the office, is there any advice regarding this?

A: The Extension Leadership Team will have to discuss this, yet the CU Campus approach will be followed. Test results should be uploaded to the system. Extension leadership will continue to monitor and answer the question where everyone is on the same page.

Q: Is there protocol regarding the use of the office internet use for online programing for counties that are still in the red, when the home internet is not sufficient?

A: This is an ongoing discussion, reach out to your District Director/Program Team Director regarding your limitations for online programming where we can come up with protocols for possible solutions.

**Association Reports**

* **SCAE4-HA Carly Smith – President**

First virtual association meeting was held August 5th which comprised of professional development, elections and an award ceremony. Association website is updated with current information. Now accepting new members for the association.

* **SCACAA Alana West – President**

West was installed as President, which will be in effect after the National meeting which will be later this month.

First virtual association business meeting, update from nationals and awards ceremony as well took place recently.

* **SCAEAP Anjanette Washington – President**

Not present.

**Approval of Minutes – 3/23/2020**

Rick Willey made a motion to approve the minutes.

Carol Hamilton seconded the motion, all in favor.

**Committee Reports**

* **Organization and Policy Mallory Dailey**

No report

* **Recognition Faith Isreal**

New members will be needed for this committee, the process has been streamlined with a rubric for each award and a separate awards committee reviews the nominations to select the winners. A decision will need to be made regarding when the new call for nominations will be sent out.

* **Welfare Dr. Nathan Smith**

No update, Dr. Northcutt assistance to help create a sliding scale

Clemson lawyers and HR are reviewing the verbiage for the request.

This will be communicated to the individuals associates from HR via their supervisor.

The sliding scales are not salary bumps, this is changing the category of the employee’s position.

**Old Business**

* Letters to Dean Belli and President Clements

Response from Dean Belli and President Clements was emailed for members to review.

* PSA Communications

Letter to Dr. Dobbins regarding the PSA Communications team to support Extension efforts

* Extension Associates and Extension Specialists Promotion ladder

**New Business**

* **Meeting with Dean Belli and President Clements**

Extension Senate was emailed the original letters and responses from both Dean Belli and President Clements on the importance of Extension, the land grant system and students learning about Extension.

Rick will contact Dean Belli and President Clement’s regarding meeting dates for November, that may be virtual.

* **Nominations for 2021 Senate**

Alana West, will do the call for Nominations

Extension Senate will remain with 5 districts and not recognize the piedmont district since it is interim, regarding the upcoming elections.

Deadline to nominate: 25th September.

Deadline to announce: October 31st

* **Open for Discussion**
* Q: Has anyone heard if Clemson will be participating in the payroll tax deferral program? No response was delivered
* Auburn report, HR Reviews what was a result of those changes?
* Clemson Extension needs their own communications team to spread the word and promote extension.
* HGIC publications, which are time sensitive are being held up from being published.

Adjourn 10:44 am