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Friends,

As I returned home from a wonderful tour of the Brandt’s Apple Orchard at the Extension Advisory Committee meeting in Ashtabula, I reflected on a conversation I had with the owner. We were in the middle of about 80 acres of apple trees located next to a very picturesque pond, that boasted some beautiful weeping willows and some strategically placed chairs that afforded an unobstructed view of the water. A bit jealous, I asked the owner how hard it was to get back out of the chairs and return to work. He laughed and said, I have owned this orchard for a little over a year now, and for an entire year I have looked at those chairs and thought about sitting there and enjoying the view but haven’t really had the time. It made me think about all of us and how we lead such incredibly busy (yes--- fabulously interesting and engaging), but intellectually, sometimes physically and often emotionally, exhausting lives. How often do we take time to fill ourselves up and do the things that will restore our energy, bring us joy, provide us time to allow for insight, or just plain get your steps in on your fitbit? When I was a young Extension Associate, my colleague (Robert Hughes) would often say to me, “It will still be there when you get back.” He was highly consistent in slowing down and taking his lunch hour (away from his desk and work), and taking a 10-minute walk around Mirror Lake, once in the morning and again in the afternoon. He called it thinking time. We rarely give ourselves quiet time to think and reflect. We certainly often forget to schedule some “down” time where we can brainstorm, solve the world’s problems in our head, enjoy time with colleagues in an environment that encourages creativity and innovation OR we schedule this time but fail to protect it against the constant, competing demands on our time and attention.

A recent 2-day retreat with my fellow regional directors was incredibly energizing and productive, as we went off of the grid (for the most part) and took some time to really think about, discuss, and attempt to resolve some inefficiencies that have been kicked down the road for way too long. Everything that was on our desks and in our overburdened mailboxes were still there and the world did not come to an end (at least we haven’t heard about it yet). Over the next few months, I encourage you to think about how to slow things down a bit. Find time to meet with colleagues over coffee or lunch, discuss your worlds, be creative, and find the joy in your work. I also strongly encourage you to plan for and protect your vacations, schedule and keep your appointments for healthy activity (Note: soccer over 40 is hard on knees), and find time for something you enjoy that reinvigorates you. This career is a journey, not a race. How will you pace yourself this next 3 months on a personal and professional level? I can’t wait to hear what you’ve done.

Be well,

Jackie
Welcome . . .

**Clifton Martin**  
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Muskingum County  
[clifton.martin.2422@osu.edu](mailto:clifton.martin.2422@osu.edu)  
Supervisor: Jackie Kirby Wilkins

Next Week . . .

With next Monday being the Labor Day holiday, there will be no issue of the NEWS until September 14. Enjoy your holiday weekend!

We are Moving . . . TWICE . . . *(Source: David Crawford)*

The Ohio State University Extension, Stark County Office will be relocating from our current location in the USDA Service Center to the RG Drage Campus. Our new address will be:

Ohio State University Extension, Stark County  
RG Drage Campus  
2800 Richville Drive SE, Suite 100  
Massillon, OH 44646  
Phone: 330-832-9856 or Toll Free at 1-800-372-4322

The Stark County OSUE Office will closed (Sept 1- Labor Day) but be located at the fair, 4H Booth Building & Farm Bureau Building.

The NEW office will re-open for regular business following the Stark County Fair (September 1-7) at our new location on Tuesday, September 8.

JCEP Awards and Nominations . . .

Now is the time to nominate your peers, community partners, and/or yourself for Ohio Joint Council of Extension Professionals Awards. For some of the awards, any employee can nominate someone. Applications are due by October 1. Start thinking of nominations for:

- Team Teaching
- Creative Works
- Friend of Extension
- Excellence in Extension
- ESP Special Chapter Awards
  - National DSA Ruby Award
  - Administrative Leadership Award
  - Diversity Multicultural Recognition (Individual)
  - Diversity/Multicultural Recognition (Team)
  - International Service Recognition
  - Visionary Leadership Recognition
  - Continued Excellence Recognition
  - Meritorious Support Staff Service Recognition
  - Retiree Service Recognition

Visit [http://go.osu.edu/ojceawards](http://go.osu.edu/ojceawards)
Ohio 4-H Conference Call for Proposals . . .
Livestock, Nutrition, Leadership . . . What’s Your Expertise? Care to Share?

Do you have an area of expertise? What about in the areas of sheep, woodworking, healthy living, leadership or maybe even quilting? Ohio 4-H is seeking people proficient in these areas and many more to present at the 2016 Ohio 4-H Conference that will be held March 12, 2016. Over 1,500 adult and teen volunteers meet at this event to share ideas and learn new skills to aid them in making their 4-H members more successful.

Do you have to be an adult to give a presentation? Absolutely not! Teens are encouraged to present, too. In the past, teens have taught remarkable sessions about leadership, recreation, animals and more!

Over 100 sessions will be selected for the conference to provide a wide array of topics for the participants. If you are interested in presenting a session, complete this proposal at go.osu.edu/Ohio4HConference before the September 30th deadline. Proposals will be reviewed in October and presenters will be contacted in early November to inform them if their session was selected.

If you have questions, please feel free to contact me using my contact information below. I hope you choose to share your knowledge and expertise!

2016 Call for Proposals - Battelle Endowment (BETHA) Grants . . .

CALL FOR PROPOSALS
2016 BATTELLE ENGINEERING, TECHNOLOGY AND HUMAN AFFAIRS (BETHA) GRANTS
Deadline: Tuesday, November 24, 2015

The Battelle Engineering, Technology and Human Affairs (BETHA) Endowment invites full-time assistant, associate and full professors (with a minimum 75% appointment for a nine or 12-month period) to submit proposals for the 2016 grant competition.

SELECTION CRITERIA
Through this annual competition, the BETHA Endowment seeks outstanding projects that examine the relationship between science and technology and its impact on broader social and cultural issues.

- Projects that bring together expertise from two or more disciplines or institutional partners, and those that envision collaborative opportunities for faculty, students and community members are encouraged
- Projects that address engineering-related topics or feature collaborations between engineering and the social sciences or arts/humanities are particularly welcomed
- Proposals that involve pure research or seek only to acquire or use technology (e.g., to purchase computers or other equipment) rather than explore its impact on broader social issues, are not generally competitive

AWARD AMOUNTS
Typically, three to six projects are selected for awards ranging from $10,000 to $60,000.

SUBMISSION OF PROPOSALS
Instructions and forms for submission of grant proposals can be found at go.osu.edu/betha.

FOR MORE INFORMATION CONTACT
Cheryl Cahlander
Office of Research
208 Bricker Hall
190 North Oval Mall
Columbus, OH 43210
Phone: 247-4764
Email: betha@research.osu.edu
JCEP Leadership Conference RFP ... (Source: Mike Hogan)
The Joint Council of Extension Professionals (JCEP) Leadership Development conference is an outstanding professional development opportunity that brings together individuals from around the nation and all levels and subject matter areas of Extension. The 2016 event will be held on February 10-11 at the Tropicana Hotel in Las Vegas. The theme is Leadership Across Generations.

Proposals for oral presentations, round-table discussions and Ignite sessions designed to enhance the leadership skills and abilities of Extension professionals are welcome. Call for Presentations for this conference is available on the JCEP website at http://jcep.org/leadership-conference.

Deadline for proposals is November 2.

Get Connected: Attend the 2015 Research Expo ...
Don’t miss the 2015 annual Research Expo.
Thursday, September 24
9:30 a.m. - noon
Great Hall Meeting Room
Ohio Union
1739 N. High Street

Visit the annual Research Expo - a showcase of more than 50 exhibitors (research support services, centers and institutes, core laboratories, shared resource providers, campus vendors) and learn about the programs and services available to support your research. View the list of exhibitors.

Network with fellow researchers and Office of Research staff. Find potential collaborators for new projects.

The event is open to the entire research community.

New FML Contact Person ... (Source: Amy Burns)
Effective September 7, we have a new Family Medical Leave contact person assigned to us. Her name is Chelsea Schneider and can be reached at 614.688.1115 or schneider.613@osu.edu

Revised Sexual Misconduct Policy Effective September 1 ... (Source: Amy Burns)
Effective September 1, in interim status, the Sexual Misconduct, Sexual Harassment, and Relationship Violence policy will serve as a unified campus policy. It will replace the current Sexual Harassment policy. This policy will apply to the entire Ohio State community, including faculty, staff, students, student employees, graduate associates, appointees, volunteers, vendors and visitors.

In addition to broadening the scope to all sexual misconduct, the policy provides appropriate guidance for handling allegations. It also provides additional definitions, details and expanding reporting requirements for faculty, staff and student employees, as well as contact information.

Read more about these policy changes at http://humanresources.osu.edu/news/revised-sexual-misconduct-policy-serves-unified-campus-policy

Questions? Contact Employee and Labor Relations at 614.292.2800 or ohrc@hr.osu.edu.

Volunteer Background Checks Move to OHR ... (Source: Kirk Bloir)
We are pleased to share the OSU Office of Human Resources (OHR) will now be handling all OSU Extension volunteer fingerprint background checks for all program areas: 4-H; ANR (MGV, OCVN); FCS; and CD.
With this shift from the State 4-H Office (a.k.a., OSU Extension Fingerprint Background Check Coordinator/Lisa Jinks) to the OHR Background Check Team, all OSU Extension volunteer background check results will now be sent to:

Attention: Gina Thorpe – INSERT YOUR COUNTY/UNIT NAME
OSU Office of Human Resources
1590 N. High St., Suite 300
Columbus, OH 43201

Important: Update the volunteer fingerprint background check information and documents you give volunteers to include this OHR address. Please be sure you instruct volunteers, and potential volunteers, in all program areas that at the time they have their fingerprints taken at your local Ohio BCI approved Webcheck agency (or local sheriff’s office), they must have the OHR address (listed above) put in the “mail to section” of the background check form.

The OHR background check team will process all OSU Extension volunteer background check results as normal so you should not be impacted by this change. Processed as normal means:

- 4-H volunteers - county/unit personnel will enter a profile for the potential volunteer in 4-H Online prior to sending them to get their fingerprints taken.
- All other OSU Extension volunteers - county/unit personnel will email the list of names (full legal name) and their dates of birth to extvolunteerbgcheck@osu.edu indicating your county/unit and the program for which they have applied to volunteer.

Instead of Lisa Jinks, you will now be in communication with OHR background check coordinators: Gregory Warner; Nicole Ofoe; and Courtney Yurt. They will continue to use the extvolunteerbgcheck@osu.edu email account as a primary means of communication, however you can reach their office at 614-292-3595. Greg, Nicole and Courtne ywill be updating the volunteer screening information in 4HOnline and they will also be communicating with county offices when MGV, OCVN, and other non-4-H volunteer reports are received and processed.

OHR will continue to work closely with Lisa Jinks during this transition to ensure the change happens as smoothly as possible. Please let me, Lisa, or the OHR background check coordinators know if you have any questions or concerns about this change in the volunteer background check screening workflow. If you have questions specific to:

- the background check process/concerns with BCI, contact the OHR Background Check Team at hr-backgroundchecks@osu.edu
- 4HOnline, contact Tracy Grody at grody.2@osu.edu
- MGV’s, contact Denise Johnson at johnson.2924@osu.edu
- OCVN’s, contact Anne Baird at baird.41@osu.edu

RSVP to attend the event.

Requesting Background Checks... (Source: Kirk Bloir)
Please be aware that OSU Extension may only request to have background checks conducted for individuals who intend to become part of our volunteer corps, or already are serving as our volunteers.

In other words, we cannot request background checks be conducted for any other organization or for individuals who do not intend to be, or already are, OSUE volunteers. If another organization requires their volunteers to have a background check, that organization should instruct the individual to have a background check conducted for that organization’s specific purposes and results should be routed to that organization appropriately.

The authorization to conduct background checks for volunteers and the laws specifying the circumstances in which background checks can legally be conducted comes from the Ohio Revised Code. If you have questions or concerns, please contact Kirk Bloir (bloir.1@osu.edu) Associate State 4-H Leader, or a member of the Office of Human Resources Background Check team (hr-backgroundchecks@osu.edu).
Insurance Reporting Form Due 9/30 . . . (Source: Cindy Buxton)

Insurance is a restricted commodity and can usually only be paid with a Purchase Order. However, we have a special exemption for event insurance payments as long as they are reported annually.

You need to report insurance that is paid via an Extension Checking Account. This is primarily to be used for American Income Life Insurance (event insurance) payments but can be used for other insurances with permission from Cindy Buxton. Take a moment to look through your local checking account for the last fiscal year (July 2014-June 2015) and report all insurance expenses.

All units should report (even those that have not paid for event insurance from the checking account – there is a place to record this). [http://cfaesfinance.osu.edu/node/84/insurance-reporting-form](http://cfaesfinance.osu.edu/node/84/insurance-reporting-form)

You do not need to report anything paid with the PCard or with a Purchase Order as this can be captured from data in the General Ledger by the Business Office.

Sponsorships – College Guidelines . . . (Source: Ryan Schmiesing)

The College of Food, Agricultural, and Environmental Sciences has developed guidelines for departments, units and programs to utilize when considering a sponsorship for an external event or activity. These guidelines follow the development of a comprehensive approach adopted at the university level last year. Should you receive a request to sponsor an event or activity, please review the CFAES Sponsorship Guidelines found on the college website.

We understand that the guidelines do not address every possible scenario and there are often questions about what qualifies as a sponsorship or how attendees should be identified when those opportunities exist. We will be happy to work with you to answer any questions and help process the request as efficiently as possible. Please feel free to contact me at anytime should you have questions at schmiesing.3@osu.edu.

Be a Wellness Champion . . . (Source: Michelle Treber)

**Ohio State University Extension**

Be a Wellness Champion!

Live Healthy Live Well

August 31-October 11

Be Your Own Health Champion Email Challenge

Sign up for the Ohio State University Extension, Live Healthy Live Well 6 week Email Wellness Challenge. Two weekly emails will be sent directly to you from your local OSU Extension Family and Consumer Sciences Professional.

Participants will:

- Set Personal Wellness Goals.
- Be encouraged, motivated and supported to achieve your goals.
- Track progress on wellness goals during the challenge.
- Increase physical activity to include at least 30 minutes of movement five times per week.
- Use motivators to encourage the adoption of positive health behaviors.

**What does it cost?** Nothing – it is free!

**Who can participate?** Any adult with an email account.
**How do I sign up?** Look at this chart and find your county. Go to the link listed beside your county and register.

Auglaize and Mercer  http://go.osu.edu/Fall15AugMercer
Belmont  http://go.osu.edu/Fall15Belmont
Butler  http://go.osu.edu/Fall15Butler
Clark  http://go.osu.edu/Fall15Clark
Darke  http://go.osu.edu/Fall15Darke
Fairfield  http://go.osu.edu/Fall15Fairfield
Fayette  http://go.osu.edu/Fall15Fayette
Franklin  http://go.osu.edu/Fall15Franklin
Fulton  http://go.osu.edu/Fall15Fulton
Greene  http://go.osu.edu/Fall15Greene
Lawrence  http://go.osu.edu/Fall15Lawrence
Lucas  http://go.osu.edu/Fall15Lucas
Mahoning  http://go.osu.edu/Fall15Mahoning
Medina  http://go.osu.edu/Fall15Medina
Miami  http://go.osu.edu/Fall15Miami
Morrow  http://go.osu.edu/Fall15Morrow
Ottawa  http://go.osu.edu/Fall15Ottawa
Perry  http://go.osu.edu/Fall15Perry
Pickaway  http://go.osu.edu/Fall15Pickaway
Pike  http://go.osu.edu/Fall15Pike
Ross  http://go.osu.edu/Fall15Ross
Sandusky  http://go.osu.edu/Fall15Sandusky
Scioto  http://go.osu.edu/Fall15Scioto
Trumbull  http://go.osu.edu/Fall15Trumbull
Union  http://go.osu.edu/Fall15Union
Vinton  http://go.osu.edu/Fall15Vinton
Wood  http://go.osu.edu/Fall15Wood

If your county isn’t listed, you may register with this link:  http://go.osu.edu/Fall15YP4H

For more information, contact Lisa Barlage, barlage.7@osu.edu or Michelle Treber, treber.1@osu.edu