Ohio State University Extension
Northeast Regional Office
1680 Madison Avenue
Administration Building, OARDC
Wooster, OH  44691-4096
Phone (330) 263-3831
Voice Mail (330) 202-3555
Fax (330) 263-3667
northeast.osu.edu

Northeast Weekly Summary (NEWS)
March 16, 2015

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Welcome . . .

Kelley Casto
Program Assistant, EFNEP
Columbiana County
casto.142@osu.edu
Supervisor: Yvette Graham

Danielle Massey
Program Assistant, EFNEP
Stark County
massey.158@osu.edu
Supervisor: Yvette Graham

Position Announcements . . .

Program Specialist, SNAP-Ed - 100.0 FTE%
Northeast Region, Wooster, Ohio
Job Req: 405475
Deadline: March 22, 2015
To Apply

Program Assistant, SNAP-Ed - 100.0 FTE%
Richland County, Mansfield, Ohio
Job Req: 406577
Deadline: March 29, 2015
To Apply

Program Assistant, SNAP-Ed - 100.0 FTE%
Wayne County, Wooster, Ohio
Job Req: 406603
Deadline: March 29, 2015
To Apply

Dean’s Webinar . . .
Dean McPheron’s monthly webinar is scheduled for this Friday, March 20 at 1 p.m. Please hold the date. More information will be sent this week about connecting to the webinar.
The CFAES HR office recently submitted HRAs with lists of individuals in each county and with Extension appointments who need to be background checked in correlation with the Minors Policy.

There have been a lot of questions about how these required background checks will be paid for. The funding will come from the CFAES Human Resources budget, therefore your offices will not be responsible for the cost. There are three mechanisms for paying for the background checks:

1. Complete on OSU Campus through the Central Office of Human Resources (OHR)
   a. OHR has our chartfield on file, and will bill us directly
2. Complete at your local office and use your office PCard to pay.
   a. An eRequest will be used to document the transaction.
   b. Be sure to submit the request under 41200 via the “funding source” or “workflow” org (not the same as the chartfield).
   i. c. Attach a copy of the receipt to the eRequest for review.
   d. Maintain the originals in your local office.
3. Complete at your local office and pay for it personally.
   a. After completion, submit the original receipt to Kaylee Buzard for processing. Keep a copy for your personal records.
   b. 109 Research Services Building
   1680 Madison Ave.
   Wooster, OH 44691
   c. Kaylee will process the reimbursement in the eRequest system.

Please DO NOT use county checking accounts for these background checks.

These are the only options we allowing to meet the HR requirements. We appreciate your assistance in completing these checks and handling as we request. If you need assistance with entry into eRequest or other instructions, please feel free to contact me.

Signature Program Submissions - April 1 Logic Model Worksheet Deadline . . . (Source: Ken Martin)
Those involved with programming which meets the expectations of the signature program criteria must discuss their potential Signature Program with the appropriate Assistant Director(s) and/or the Associate Director, Programs by April 1. A copy of the Signature Program Guidelines are located online at: http://golosu.edu/SPguidelines

Download and complete the “Signature Program Logic Model Worksheet” outlining/identifying program goals and objectives, inputs, outputs, and outcomes (http://go.osu.edu/SPlmw) to use as the basis for your discussions. You will be directed to upload this completed logic model worksheet pdf with your online proposal.

Following the discussions with the Assistant Director(s) and/or the Associate Director, Programs, the completed proposal should be submitted online at the Signature Program online RFP site http://go.osu.edu/SPrfp by May 1. The submitted proposals will be forwarded to Administrative Cabinet and to the Signature Program proposal review committee for review.
Campus Campaign 2015 has begun, and we’re ready for another record-breaking year! In 2014, our college had its highest number of donors ever, increased support across all campuses and received university-wide recognition amongst our peers. Your efforts and support made that possible. Thank you!

This year, we have set an ambitious yet attainable goal of 45% participation and we’re already over halfway there! As of February 4th, 27% of our college has already given back to a fund of their choice. Campus Campaign 2015 runs through April 30th, and every gift counts, no matter the size. Participation is key. Please join us in meeting our goal.

Please visit our new Campus Campaign 2015 Webpage for event updates, donor stories, videos, campaign highlights, department recognition and more!

Over the following weeks, look for requests to support additional funds representing various departments. Or pick a fund that is meaningful to you. If you have trouble finding a specific designation that you would like to support, please contact Assistant Development Director Tori Farmer at farmer.116@osu.edu or 2-6768 or email Campaign Ambassador Kenneth Martin at martin.1540@osu.edu. Help us hit another record breaking year!

Haven't Identified a Cause to Give to Yet for Campus Campaign? Consider... (Source: Jackie Kirby Wilkins)

North East Region OSU Extension Professional Development Fund
Creative programming and professional development of OSU Extension employees in the North East Regional Office and OSU Extension employees in counties located in North East Region
Fund Number: 313293

Vendor Lookup Instructions Added... (Source: CFAES Finance Website)
A new job aid with instructions on how to identify vendors that are active and open for ordering has been added to the Training - Buying Tools page.

Vendor Lookup Instructions

Introduction to Online Course Design... Presented by CFAES and the Office of Distance Education and eLearning on May 13, 2015 from 9 a.m. – 2 p.m. Learn about University and College resources available to assist you in academic or Extension course creation. View current successful online courses in the College and hear from instructors about the good, the bad, and the ugly in developing online courses.

During the session, you’ll learn:

• Strategies for online learning
• Extension and academic teaching
• eBooks versus iBooks
• Quality Matters rubric: how the rubric can shape the course design process
• Activities: possibilities and discussion on approaching online lab classes
• Instructional content: not recreating the wheel
• Grading and/or measuring competencies: using rubrics, managing workload, options for assessment activities

Please register to reserve your space and help us with food plans by May 7 at the following link: https://www.surveymonkey.com/s/W8KJCH3

• Columbus campus: Kottman Hall 447 (food provided (limit 20 participants)
• Wooster campus: Skou Hall 30 (food provided) (limit 35 participants)
• Carmen Connect: carmenconnect.osu.edu/cfaesonline (unlimited participation)
Sign up for CFAES Comm News Releases . . . (Source: Suzanne Steel)
CFAES Communications is proud to introduce freshly branded news releases and columns.

To keep up to date on news from our college, sign up for news releases here: http://cfaes.osu.edu/news/subscribe and fill out the online form.

You only need to fill in the fields with the red asterisks -- the other fields are optional.

As a default, all of our news categories are checked, but if you only want information on certain topics, you can un-check categories you aren’t interested in.

Later, if you want to change your account settings, there's a "Manage Your Subscription" link at the bottom of each news release. This allows you to add or remove yourself from individual news release categories or from the mail list altogether.

Here are the news release categories:

- 4-H
- Business and Economics
- Chow Line (weekly q-and-a food and nutrition column)
- College Events/Announcements
- Columbus area
- Community
- Crops
- Faculty and Academics
- Family Fundamentals (monthly q-and-a column on family relations and finances)
- Green Industry
- Health and Nutrition
- Home, Family and Youth
- Lawn and Garden
- Livestock
- Natural Resource and Environment
- Wooster area

Farmers Market & Local Foods Promotion Programs Grant Writing Workshop . . .
Monday, April 6, 2015 - 4:00-8:00 pm
Ohio 4-H Center, 2201 Fred Taylor Drive, Columbus, OH 43210

The Regional Rural Development Centers in cooperation with the USDA Agricultural Marketing Service (AMS) have developed workshop materials and resources focused on improving the funding success rate of applicants to USDA AMS grant programs, specifically the Farmers’ Market Promotion Program (FMPP) and the Local Food Promotion Program (LFPP).

OSU Extension will offer training and technical assistance to assist individuals and organizations in their efforts to secure AMS resources to further the provision of local foods. Topics include: AMS grant programs overview; Developing your grant idea; Preparing your proposal; Submitting the application (grants.gov, DUNS, etc.)

Registration is free and includes a light dinner. Register Online: http://go.osu.edu/LocalFoodsGrantWriting

Weight Watchers at Ohio State . . .
Benefits-enrolled faculty and staff have new opportunities to join the nation’s number 1 weight loss program this month. Faculty and staff can participate in the online program or choose to participate in meetings near their home or on campus. Visit go.osu.edu/weightwatchers for information on special Ohio State pricing and program options.
Faculty and Staff Football Tickets . . .
Ohio State football season and non-conference package tickets are currently on sale for eligible faculty and staff. Online ordering information was sent to eligible faculty and staff members via email on Monday (3/2). The deadline to submit an application for the 2015 football season is Tuesday (3/31).
-- > Details and policies: ohiostatebuckeyes.com/tickets