Thank You . . . to Chris Penrose, Extension Educator, ANR, Morgan County, who has assumed the Interim CED role in Muskingum County upon the retirement of Mark Mechling.

Position Announcements . . .
Program Assistant, SNAP-Ed - 100.0 FTE%
Cuyahoga County / Cleveland, Ohio
Job Req: 409592
Deadline: July 5, 2015
To Apply

Program Assistant, SNAP-Ed - 100.0 FTE%
Cuyahoga County / Cleveland, Ohio
Job Req: 409594
Deadline: July 5, 2015
To Apply

Reflections on a Career – Honoring Keith Smith with a Record of Your Work . . .
(Source: Dean Bruce A. McPheron)

As you know, Keith Smith will retire from The Ohio State University next Tuesday, June 30, after 35 years of significant impact and influence. We have been fortunate to have Keith lead Ohio State University Extension for 23 years, during times of tremendous programmatic growth and through challenging times as the country adjusted to a new economy. Ohioans, and indeed individuals across the country, will benefit from Keith’s leadership for years to come.

To celebrate Keith’s career, it seemed fitting that we reflect on the evolution of OSU Extension over the past 35 years. Keith has fond and clear memories of what life was like when he began his career. His desire is to hear from each of you as you share what today’s Extension professional is doing each day. To honor Keith, please take a few moments over the next few days (June 22-24) to share what you are doing on a particular day to realize Extension’s mission (go.osu.edu/ThankUKeith). Ultimately, we are going to present Keith with a day-in-the-life of an Ohio Extension professional!

To recognize and honor Keith’s leadership, we have established the Keith L. Smith Lecture on Innovation in Extension to be presented annually by an invited speaker at the OSU Extension Annual Conference. If you wish to support the lecture series, you may direct contributions to fund 315170 at give.osu.edu.

As this chapter in Keith’s professional career comes to a successful end, I hope you will join with your colleagues to reflect on your day and submit at the above website.

Children in the Workplace: A Reminder . . .
With summer upon us, when children are not able to attend school, it is a good time to remind everyone that children are not to be accompanying you to the workplace. The workplace is not to be used in lieu of having regular child care. Further, children should not be brought to work before or after school, camp, or on holidays when school is not in session or children are home for the summer. Having children in the workplace is a distraction for everyone in the office, particularly the parent. This also presents safety and liability risks to the organization.
Parents are responsible for having regular childcare and should plan alternative care well in advance for situations that might require backup care, such as a sick child. If you are experiencing circumstances where you need to identify alternative care, or you have questions, please do not hesitate to talk to your regional director or to OSU’s Employee Assistance Program personnel.

Additional Resources:

OSU Employee Assistance Program
https://www.osuhealthplan.com/members/ohio-state-employee-assistance-program-eap

Ohio Department of Jobs and Family Services: Finding Child Care
http://jfs.ohio.gov/cdc/families.stm

Ohio Child Care Resource & Referral Association (OCCRRA)
http://www.occrra.org/

Child Care Resources, Inc.
http://www.childcareresourcesinc.org/

Qualtrics – New Online Survey Tool Now Available . . .  
-Debby Lewis, leader, Program Development and Evaluation

As you may have heard by now, The Ohio State University has contracted with Qualtrics, one of the leaders in online survey software products, for provisioning surveys for classes and research at the university. If you have a subscription to another online survey tool, you must provide a business case for continued use before renewing your subscription. The CFAES LimeSurvey service is open-source software and is not affected by the Qualtrics agreement.

Any faculty or staff member (or Ohio State student) may use Qualtrics by setting up an account. Read the knowledge base (KB) document published by the Office of the Chief Information Officer about how to log in for the first time: http://ocio.osu.edu/KB04697. Pay special attention to the first-time log-in instructions if you have an existing Qualtrics account. The URL is http://osu.qualtrics.com.

When you first log in, you will be given a “student-trial” account, which you will need to “upgrade” to a “standard” account to be able to use all the features available. Please read the KB document on how to use upgrade codes: http://ocio.osu.edu/KB04699. You will need to email cfaes-ithelp@osu.edu to obtain the upgrade code.

Once you have set up your account and are logged in, check out the many “how-to” videos at Qualtrics University by clicking on the “Helps and Tutorials” button in the upper-right corner of your screen. A nice available feature will be the ability to collaborate on surveys across the university. Read the KB document on how to collaborate with colleagues: http://ocio.osu.edu/KB04706.

Do you need help constructing an online survey or would you like advice from an evaluation professional? Make a request of the OSU Extension Program Development and Evaluation (PDE) unit at http://go.osu.edu/SurveyRequest.

What happens to your SurveyMonkey account when it expires? The PDE unit has some experience in this area. If you had one of SurveyMonkey’s professional (paid) plans, your account will revert to the BASIC (free) plan when your subscription expires. Best practice is to export your data for important surveys BEFORE the expiration date of your paid subscription. Be warned that people can still respond to any surveys that are active (even with the BASIC plan)! You will want to close your active collectors, because you will not be able to export data from these surveys after your paid subscription expires. You will only be able to VIEW the first 100 responses to your surveys when your account reverts to the basic plan. You WILL be able to continue to view your surveys after your account reverts to the basic plan, whether or not the surveys are “closed.”
The infographic below concisely summarizes our efforts with the VP Conversation and has been shared at all of our recent conversations. We encourage you to explore the information found at the links below. We feel that you will likely find something that interests you and that can be utilized in your work.

There is still a way for you to get involved in the conversation.
- A survey open to everyone (including clientele and volunteers) that replicates the process of the many face to face conversations

More information regarding this option will be sent in separate emails.

Live Links
VP Conversation Webpage: https://go.osu.edu/OSUEFuture
17 Descriptors: https://go.osu.edu/17trends
Descriptor Research Papers: https://go.osu.edu/forecastingohio2035
3 Scenarios: https://go.osu.edu/3futures
Food/Hunger Issues – Communications Info Request . . . (Source: Martha Filipic)

CFAES Communications is interested in writing more news releases on how the college, including Extension and OARDC, is addressing food and hunger issues.

If you are working on anything related to relieving the burden of food insecurity — in Ohio or elsewhere — and have a story to tell, please contact me by July 9. Afterwards, our team will sift through your ideas and follow up in the coming weeks and months.

If you’re not sure a project fits, contact me anyway. We would rather have too many ideas than not enough.

If you know of someone in the college doing such work who’s not on the Extension-misc. listserv, please forward this to them.

I look forward to having my email inbox inundated. Or if you prefer, call me at 614-292-9833.