Northeast Weekly Summary (NEWS)
November 3, 2014

In This Issue:
- Best Wishes
- Celebration of Life Event for Greg Yost - November 5
- Welcome
- Position Announcement
- Last Week for Open Enrollment
- Annual Conference Reminders
- November 7 Deadlines
- Coming November 17th: Web-based Institutional Review Board (IRB) Submission Process

**Best Wishes . . .**
Sheila Klimas, Medina County SNAP-ED Program Assistant, retirement effective October 31, 2014.

**Celebration of Life Event for Greg Yost - November 5 . . .**
A Celebration of Life Event for Greg Yost will be held Wednesday, November 5 from 4:30-7:30 PM at Canal Way (Cleveland Metroparks).

Greg Yost
March 8, 1960—October 25, 2014

You're invited to celebrate Greg's life and contribution to Youth Outdoors, Cleveland Metroparks, The Ohio State University Extension 4-H and the City of Cleveland

Wednesday November 5th
CanalWay Center
4524 East 49th Street
Cuyahoga Hts., Ohio 44125

Open house format from 4:30 - 7:30 pm
with a time for remembrances at about 6:00 pm
Welcome . . .

Clint Elston
Program Assistant SNAP-Ed
Trumbull County
elston.32@osu.edu
Supervisor: Marie Economos

Position Announcement . . .
PLEASE SHARE BROADLY

Office Associate - 60.0 FTE%
Portage County / Ravenna, Ohio
Job Req: 403422
Deadline: November 16, 2014
To Apply

Last Week for Open Enrollment . . .
This is your opportunity to enroll in medical, dental, vision plans, flexible spending accounts and dependent group term life insurance. This is also a special time to enroll for short-term disability and add voluntary group term life insurance for employees. Visit hr.osu.edu/oe to learn more about 2015 plan changes. Make your elections online through 11:59 p.m. Friday (11/7).

Make your elections online through 11:59 p.m. Friday (11/7).

-- > Contact: OHR Customer Service at 292-1050 or service@hr.osu.edu

Annual Conference Reminders . . .
If you are staying overnight during the December 9-11 OSU Extension Annual Conference and Research Colloquium, book your hotel rooms soon! You may book at the hotel of your choice, however we have blocks of rooms reserved at the Holiday Inn Express and Hilton Garden Inn both located on Olentangy River Road. Also the Varsity Inn (located near Riverside Hospital on Olentangy River Road). These blocks of rooms having reduced rates are about to expire.

• The Holiday Inn Express on Olentangy River Road rooms are $109.99 per night; for more information, please click here. This offer ends November 8.
• The Hilton Garden Inn rooms are $115 per night; for more information, please click here. This offer ends November 10.
• You must call the Varsity Inn North to make a reservation (740-267-4646); rooms are $57 per night. Our discount code is OSU129. This offer ends November 4.

Make your plans today and remember to register for the conference. You can go to http://extensionhr.osu.edu/AnnualConf/annualconf.htm for all the latest details and to link to the on-line registration.

There are 31 concurrent sessions with topics including:
• Cooperation, Competition, and Coopetition: What’s the Best Learning Environment for Your Educational Programs During the Next 100 Years in Extension?
• Innovative Programming Partnerships
• Tips and Tricks for Support Staff
• Market Extension and Expand Your Reach...From Your Office!
• Mid-Career OPERS Planning Session for those with 15-25 years

November 7 Deadlines . . .

2015 Ohio 4-H Foundation Grant Applications due Friday, November 7 . . . (Source: Kelly Zwink)
This is a reminder that all 2015 Ohio 4-H Foundation grant applications are due by 11:59 p.m. on Friday, November 7. Please look at our website for details and let me know if you have any questions.
http://www.ohio4h.org/ohio-4-h-foundation/grant-programs

If you were not able to attend any of our grant webinars, you can find a recording of the Grant WebEx here:
http://carmenconnect.osu.edu/p9cqw25b3ty/

I would also like to take this opportunity to introduce Melissa Petty. Melissa is the new program assistant for the 4-H Foundation, her email is petty.135@osu.edu and her phone number is 614-292-6943. Please feel free to call or email either Melissa or myself (614-247-7344; zwink.1@osu.edu) with any questions you might have!

Proposals Due: National Extension Conference on Volunteerism . . .
The 2015 NECV will be held May 4-7, 2015 in Portland, ME. This conference is designed for professionals of all disciplines within Cooperative Extension who work with volunteers and/or manage volunteer programs. Workshops, keynote presentations, poster sessions, enlightening talks, and super seminars will address key issues related to volunteer development and volunteer program management.

This is the perfect time for you to share your expertise and experience. Proposals for workshops, research presentations, and the poster showcase are due November 7, 2014. Apply at http://extension.umaine.edu/programs/necv/.

November 17, 2014, will mark the launch of Buck-IRB, the next step toward a fully electronic process for exempt and Institutional Review Board (IRB) submission and review. Buck-IRB is web-based and uses smart-form technology, which will streamline the application completion process by showing the investigator only the portions of the application that are relevant to the specific materials being submitted. Research-related documents (e.g., consent forms and survey instruments) will also be uploaded and stored in the new electronic Buck-IRB system.

It is important to know that on November 17, 2014, Buck-IRB will replace IRB Submit as the process for submitting materials for all new and active studies. Investigators with currently approved studies will be asked to complete a one-time, short “survey” at the time of the next amendment or continuing review to load basic information about the project (e.g., study population, participant numbers, etc.) into the system.

In the coming weeks, training sessions will be offered to prepare you to use Buck-IRB. We will let you know when these sessions become available, and encourage you to take advantage of these sessions so that you are ready for the transition. If your department or research unit would like to request a training session for your area, please contact Susan Ebert, e-IRB program director, at 614-292-0184 or ebert.55@osu.edu.

User guides and training materials for Buck-IRB will be available on the ORRP website in the near future. This new system will improve the IRB submission process for investigators and should also help to reduce screening timelines in the review process. We look forward to working with you as we roll out Buck-IRB.