

Unit Leader Meeting  
April 15, 2021

Agenda

1. Computers
  - a. Replacements - Taylor, Meg, and Lisa
    - i. IMac's - replacement computers are poor performing machines (Lisa and Meg)
      1. Fresh OS Mac install on lap computer
      2. Once set up for Meg and Lisa, set up the next
    - ii. Dan Donnert – he has been having some issues lately – slowness (Dan to contact Cory)
    - iii. Get Taylor a Macbook - SPARK
2. Return to Office
  1. Leaders discussed logistics and concerns to address regarding return to campus. Notice to employees will be forthcoming once university provides additional guidance.
  2. Strategic Planning
    - a. College - new college facilitator Donna Rae (she has context and understands the three legs)
      - i. Our first meeting is scheduled for April 21<sup>st</sup>, second meeting is April 28<sup>th</sup>
      - ii. Clear process and outline to gather information
      - iii. Focus – supportive of encompassing spectrum of the department(s). May still be a little academic strong focus but will be good conversations.
      - iv. Will have a departmental concept paper and present to Administrative Team in August.
        1. This will help establish some cross-linking and develop bigger initiatives.
    - b. Department
      - i. College will create a new strategic plan – not necessarily in reference to 2025
      - ii. Lead us into a new guiding strategic document that will feed the college and then the university.
3. Friday, April 16 – Wellness day!
4. University Printing
  - a. Met with Corey Williamson, Student Union Director to discuss our copy center lease and renew for another 5 years.
  - b. James is out this week, John in on Vacation, Frank is working in the Umberger facility and Rob is at the Union Copy Center.
  - c. Teams meeting with Ricoh and iJet to further explore an inkjet envelope machine.
  - d. Ryobi Sale and rig out is complete. Still have the Heidelberg Quick Master listed.
5. KSRE Bookstore
  - a. The first two batches of Walk KS apparel have arrived from NZone and shipped to county offices. This distribution was done in collaboration with Sharolyn Jackson and NZone. To date we have sent out 282 packages.
  - b. Simply Produce is a project for JoEllyn Argabright. A promotional package has been created that includes: Aprons, sandwich board signage, grocery bags, fabric tote bags, thermometer, produce brush, mini binders, card rings, and recipe cards. Cost of this

package is approximately \$1,500. One complete kit has been shipped. Shout out to Mike and Lisa who did a very good job of receiving and shipping items while Mandy was out. Two additional orders are pending.

- c. Branded masks have been discounted to reduce stock.
- d. National 4-H curriculum will be reduced to reduce inventory. We will be discontinuing National 4-H curriculum inventory and direct clients to the National 4H website.
- e. Promotional item sales continue to increase – some departments are reordering materials as well as new requests are being received. Phylca, Janie and Mandy worked together to establish a new design process for KSRE branded materials.

### **Communications Solutions:**

The group has initiated a monthly meeting schedule. Because of the diversity of schedules among 19 people, we have to have this meeting twice to allow everyone a chance to attend, as a Doodle poll showed that there is not one hour in the week when we're all available(!). Here are the notes presented by each of the Team Leaders:

#### **Audio/Video Team**

Eric:

- Continuing the daily broadcast and network production
- Conducting brief audio interviews with Kansas FFA Stars in Agriculture candidates for use at state convention
- Working on ideas for future broadcast modification
- working with KARL program on planning possible domestic tour

Jeff:

- working with Bradford Wiles on how the pandemic has impacted the social and emotional development of young children.
- interviewing Cindy Williams and Monica Thayer to provide an overview of the Family Resource Management's Wallet Wisdom webinar series.
- arranging interviews for the Stress and Resiliency team for Mental Health Awareness Month (May). Brad Dirks for Ag Today and Elaine Johannes or Bradford Wiles for Sound Living.
- Future Sound Living topics include: canning and preservation with Karen Blakeslee, summer eating options/farmer's markets with Sandy Procter, and debt management with Elizabeth Kiss (another topic being covered in the Wallet Wisdom webinar series).

Nathan:

- Editing lab training videos for Food Safety Group's work with Cambodia.
- Putting together onboarding guide / student handbook for video student worker position (new student will be starting the end of May).
- Assisting people with Virtual Meeting Equipment questions.
- Creating Marketing Course lessons and video kit user manual document.

- Editing older videos that have been moved to the back burner.

### **Content Team**

**Mary Lou Peter** produces the Better Kansas blog every week. We launched it nearly two years ago with a primary intent to introduce new audiences who are unfamiliar with extension or KSRE to extension programs, resources and research available to everyone. We distribute it via direct subscription (we picked up a new subscriber this week), and to hundreds of external audiences and internal audiences via our KSRE news listservs, plus Mary Lou sends it to the Kansas Press Association every week for their members. She also posts it on her personal Facebook and LinkedIn accounts. We've received positive feedback from external audiences and those within KSRE.

Mary Lou also just released a Wallet Wisdom news release about six free webinars open to everyone starting April 22 focused on personal financial education. This is much-needed information!

**Dan Donnert** is in high demand for ag videos. Dan recently released a video

on the condition of the wheat in Kansas. This will be important for RFDTV and U.S. Farm Report since we are still the wheat hub of the Nation.

Dan will be shooting another video for Animal Science for social media. Taylor helps with their social media as well. And Dan is helping Levy's students with b-roll on their student projects.

**Lisa Moser** writes a weekly story from Cattle Chat podcast. She has been providing support for BCI since coming back to our department.

**Pat Melgares** is managing the weekly news content, with a goal of two releases per day. We've met this goal most weeks, but have benefitted from other contributors, including turning audio from Jeff Wichman and Eric Atkinson into print releases. Sound Living and 4-H segment, for example, are part of the print cycle on Mondays and Tuesdays.

All of these team members have been involved at some point in AgReport, SEEK, and Statewide.

### **Marketing Team**

- Marketing & Communications Plans for COA & KSRE

- KSRE Website
- APLU Infrastructure Initiative
- Mental Health Awareness Initiative
- AgReport
- Marketing Mashup
- KSRE Marketing Course

## **Publications**

### **New and Revised Numbered Publications**

#### **January 2021**

**2021 Chemical Weed Control for Field Crops, Pastures, Rangeland, and Noncropland. SRP1162**

<https://bookstore.ksre.ksu.edu/pubs/SRP1162.pdf>

**4-H Project Challenge -- Health and Wellness Challenge: Take a Hike! 4H1148.** Ashley Conness and Kristy Packard.

<https://bookstore.ksre.ksu.edu/pubs/4H1148.pdf>

**Environmental Health and Safety Guide, MF3479.** Sandra Hoffman.

<https://bookstore.ksre.ksu.edu/pubs/MF3479.pdf>

**Food Labeling for Kansas Food Producers and Processors, MF3385.** Londa Nwadike.

<https://bookstore.ksre.ksu.edu/pubs/MF3385.pdf>

**Food Labeling for Kansas Food Producers and Processors, Spanish, MF3385S.** Londa Nwadike. MF3385.

<https://bookstore.ksre.ksu.edu/pubs/MF3385S.pdf>

**Kansas 4-H Demonstration/Illustrated Talk Scoresheet. 4H1104.** Beth Hinshaw.

<https://bookstore.ksre.ksu.edu/pubs/4H1104.pdf>

**Kansas 4-H Dog Show Rules, 4H1120.** Shane Potter.

<https://bookstore.ksre.ksu.edu/pubs/4H1120.pdf>

**Kansas 4-H Project Talk Scoresheet. 4H1105.** Beth Hinshaw.

<https://bookstore.ksre.ksu.edu/pubs/4H1105.pdf>

**Kansas 4-H Public Speaking Scoresheet. 4H1103.** Beth Hinshaw.

<https://bookstore.ksre.ksu.edu/pubs/4H1103.pdf>

**Kansas Corn Management 2021. MF3208.** Ignacio Ciampitti et al.

<https://bookstore.ksre.ksu.edu/pubs/MF3208.pdf>

**Kansas Soybean Management 2021. MF3154.** Ignacio Ciampitti et al.

<https://bookstore.ksre.ksu.edu/pubs/MF3154.pdf>

**Managing Groundwater Through Locally Led Group Conservation: A Guide for Producers.** MF3540. Jonathan Aguilar et al.

<https://bookstore.ksre.ksu.edu/pubs/MF3540.pdf>

**Pine Tortoise Scale: Insect Pest of Christmas Trees. MF3554.** Raymond Cloyd.

<https://bookstore.ksre.ksu.edu/pubs/MF3554.pdf>

**San Jose Scale: Insect Pest of Fruit Trees. MF3553.** Raymond Cloyd.

<https://bookstore.ksre.ksu.edu/pubs/MF3553.pdf>

**Selling Safe Canned Foods in Kansas, MF3555.** Londa Nwadike.

<https://bookstore.ksre.ksu.edu/pubs/MF3555.pdf>

**Soybean Seed Composition: Changes in Protein and Amino Acids over Four Decades.** MF3552.

Ignacio Ciampitti et al.

<https://bookstore.ksre.ksu.edu/pubs/MF3552.pdf>

**Woolly Apple Aphid: Insect Pest of Apple Trees. MF3546.** Raymond Cloyd.

<https://bookstore.ksre.ksu.edu/pubs/MF3546.pdf>

## **February 2021**

2020 Kansas Performance Tests with Corn Hybrids, SRP1159.

<https://bookstore.ksre.ksu.edu/pubs/SRP1159.pdf>

2020 Kansas Performance Tests with Grain Sorghum Hybrids, SRP1161.

<https://bookstore.ksre.ksu.edu/pubs/SRP1161.pdf>

2020 Kansas Performance Tests with Soybean Varieties, SRP1160.

<https://bookstore.ksre.ksu.edu/pubs/SRP1160.pdf>

**4-H Dog Care and Training Project. 4H1137.** Jill Martinson.

<https://bookstore.ksre.ksu.edu/pubs/4H1137.pdf>

**4-H Environmental Science Project Page. 4H1139.** Daniel Skucius.

<https://bookstore.ksre.ksu.edu/pubs/4H1139.pdf>

**4-H Sheep Project Page. 4H1142.** Robyn Deines.

<https://bookstore.ksre.ksu.edu/pubs/4H1142.pdf>

**4-H Swine Project Page. 4H1141.** Robyn Deines.

<https://bookstore.ksre.ksu.edu/pubs/4H1141.pdf>

**4-H Wildlife Project Page. 4H1140.** Shannon Rogge.

<https://bookstore.ksre.ksu.edu/pubs/4H1140.pdf>

**Effective Presentation Tips. 4H984.** Beth Hinshaw.

<https://bookstore.ksre.ksu.edu/pubs/4H984.pdf>

**Foods Sold Direct to Consumers in Kansas (including Farmers Markets): Regulations and Food Safety Best Practices, Revised, 2021.** MF3138. Londa Nwadike, in cooperation with the Kansas Department of Agriculture.

<https://bookstore.ksre.ksu.edu/pubs/MF3138.pdf>

**Foods Sold Direct to Consumers in Kansas (including Farmers Markets): Regulations and Food Safety Best Practices, Revised, 2021. Spanish.** MF3138S. Londa Nwadike, in cooperation with the Kansas Department of Agriculture.

<https://bookstore.ksre.ksu.edu/pubs/MF3385S.pdf>

**Kansas 4-H Demonstration or Illustrated Talk Outline Form.** 4H981. Beth Hinshaw.

<https://bookstore.ksre.ksu.edu/pubs/4H981.pdf>

**Kansas 4-H Demonstrations.** 4H980. Beth Hinshaw.

<https://bookstore.ksre.ksu.edu/pubs/4H980.pdf>

**Kansas 4-H Illustrated Talks.** 4H982. Beth Hinshaw.

<https://bookstore.ksre.ksu.edu/pubs/4H982.pdf>

**Kansas 4-H Presentation Overview.** 4H978. Beth Hinshaw.

<https://bookstore.ksre.ksu.edu/pubs/4H978.pdf>

**Kansas 4-H Project Challenge -- Wildlife Challenge: Tracking Wildlife.** 4H1149. Daniel Skucius, Susan Schlichting.

<https://bookstore.ksre.ksu.edu/pubs/4H1149.pdf>

**Kansas 4-H Project Talks.** 4H979. Beth Hinshaw.

<https://bookstore.ksre.ksu.edu/pubs/4H979.pdf>

**Kansas 4-H Public Speaking.** 4H983. Beth Hinshaw.

<https://bookstore.ksre.ksu.edu/pubs/4H983.pdf>

**Preparing and Using Visual Aids.** 4H985. Beth Hinshaw.

<https://bookstore.ksre.ksu.edu/pubs/4H985.pdf>

**Presentation Brainstorming Activity.** 4H986. Beth Hinshaw.

<https://bookstore.ksre.ksu.edu/pubs/4H986.pdf>

### **March 2021**

**4-H Poultry Project Page.** 4H1143. Robyn Deines.

<https://bookstore.ksre.ksu.edu/pubs/4H1143.pdf>

**4-H Meat Goat Project Page.** 4H1144. Robyn Deines.

<https://bookstore.ksre.ksu.edu/pubs/4H1144.pdf>

**4-H Horse Project Page.** 4H1145. Robyn Deines.

<https://bookstore.ksre.ksu.edu/pubs/4H1145.pdf>

**4-H Dairy Goat Project Page.** 4H1146. Robyn Deines.

<https://bookstore.ksre.ksu.edu/pubs/4H1146.pdf>

**4-H Dairy Cattle Project Page.** 4H1147. Anissa Jepson.

<https://bookstore.ksre.ksu.edu/pubs/4H1147.pdf>

2021 Cattlemen's Day Report is available.

<https://newprairiepress.org/kaesrr/vol7/iss1/>

**Exploring 4-H Project Page. 4H1134.** Beth Hinshaw.

<https://bookstore.ksre.ksu.edu/pubs/4H1134.pdf>

**Exploring 4-H Project Page, Spanish. 4H1134S.** Beth Hinshaw.

<https://bookstore.ksre.ksu.edu/pubs/4H1134S.pdf>

**4-H Dog Care and Training Project, Spanish. 4H1137S.** Jill Martinson.

<https://bookstore.ksre.ksu.edu/pubs/4H1137S.pdf>

**4-H Environmental Science Project Page, Spanish. 4H1139S** Daniel Skucius.

<https://bookstore.ksre.ksu.edu/pubs/4H1139S.pdf>

Kansas Sorghum Management 2021. MF3046. Ignacio Ciampitti et al.

<https://bookstore.ksre.ksu.edu/pubs/MF3046.pdf>

Herbicide Mode of Action. C715. Sarah Lancaster, Mithila Jugulam, Jeanne Falk Jones.

<https://bookstore.ksre.ksu.edu/pubs/C715.pdf>

**4-H Visual Arts Project. 4H1150.** Aliah Mestrovich Seay.

<https://bookstore.ksre.ksu.edu/pubs/4H1150.pdf>

**4-H Home Environment Project. 4H1151.** Amy Sollock.

<https://bookstore.ksre.ksu.edu/pubs/4H1151.pdf>

**4-H Reading Project. 4H1152.** Robyn Deines.

<https://bookstore.ksre.ksu.edu/pubs/4H1152.pdf>

**4-H Wildlife Project Page, Spanish. 4H1140S.** Shannon Rogge.

<https://bookstore.ksre.ksu.edu/pubs/4H1140S.pdf>

**4-H Swine Project Page, Spanish. 4H1141S.** Robyn Deines.

<https://bookstore.ksre.ksu.edu/pubs/4H1141S.pdf>

**4-H Sheep Project Page, Spanish. 4H1142S.** Robyn Deines.

<https://bookstore.ksre.ksu.edu/pubs/4H1142S.pdf>

**4-H Poultry Project Page, Spanish. 4H1143S.** Robyn Deines.

<https://bookstore.ksre.ksu.edu/pubs/4H1143S.pdf>

**4-H Meat Goat Project Page, Spanish. 4H1144S.** Robyn Deines.

<https://bookstore.ksre.ksu.edu/pubs/4H1144S.pdf>

**How Are You Doing? A Financial Checkup. MF2721.** Debra Wood, Elizabeth Kiss, Susie Latta.

<https://bookstore.ksre.ksu.edu/pubs/MF2721.pdf>

**Lion Tailing and its Impact on Tree Health. MF3551.** Tim McDonnell.

<https://bookstore.ksre.ksu.edu/pubs/MF3551.pdf>

**4-H Project Challenge – Geology Challenge: Collecting Rocks, Minerals, and Fossils. 4H1154.**

Patsy Maddy.

<https://bookstore.ksre.ksu.edu/pubs/4H1154.pdf>

**Making a Difference: Annual Program Report. RPT103.**

<https://bookstore.ksre.ksu.edu/pubs/RPT103.pdf>

**Revised, Rights-of-Way Pest Control Rights-of-Way Pest Control. S9.** Frannie Miller et al.

<https://bookstore.ksre.ksu.edu/pubs/s9.pdf>

**Magnolia Scale: Insect Pest of Magnolia Trees. MF3560.** Raymond Cloyd.

<https://bookstore.ksre.ksu.edu/pubs/MF3560.pdf>