

Annual CHS Committee Report 2008-2009

Committee title and membership list:

Heddleson Student Internship Award

Associate Dean: (to be named)

Interim Director, Families Extension: Jeanne Warning

Extension Faculty from any department: Cathy Strohbehn

Extension field specialist: Joyce Lash

Approximate number of meetings held:

One teleconference

Major Accomplishments:

Reviewed, discussed and selected three award recipients from among six applications. Awarded \$3600. Notified all applicants; worked with college accountant to identify process for awarding the honorariums.

Significant challenges confronted and how they were addressed:

Since this is a newly established award, we had to determine the most effective way for the students to access the money. Our preference was to handle it as a one time scholarship/honorarium in lump sum rather than ask students to complete timesheets and receive weekly payments. Students are working off campus in Extension field offices. Annette Jaehrling was most helpful in working with the university to identify and approve the procedure for a one time honorarium to each of the three students.

Next steps and future plans:

The Associate Dean/Program Director for Families Extension will identify a committee next spring to make the selection. It might likely involve the same committee. If the number of applicants greatly increases it might be helpful to add a second Extension field specialist to the committee.

Additional comments:

Submitted by: Jeanne Warning