

TEXAS EXTENSION SPECIALISTS ASSOCIATION
TESA Promotion Task Force

Briefing Document for Meeting with Director Steele on April 14, 2014

The TESA Promotion Task Force was appointed by TESA President Mac Young to identify career ladder issues, needs, and challenges and to make recommendations related to career ladder progression for two categories of Extension professionals: professorial specialists and program specialists.

The members of the TESA Task Force include Buddy Faries, Joice Jeffries (Prairie View A&M University Cooperative Extension Program), and Nancy Granovsky (Chair). Consulting members include TESA President Mac Young and President-elect Diann Mitchell.

The primary charge is for the Task Force to determine how we, as an Association, can become involved in ways that help members obtain the next level of promotion. Additionally, the Task Force is charged with developing a means of communicating with Extension Administration that will enable TESA to provide input to the Administration regarding matters of promotion and career ladder issues.

The Task Force has held some discussions this winter and spring, but felt it was essential to meet personally with Director Steele for input and guidance. The Task Force is aware that the career ladder topic will be on the agenda of the planning retreat scheduled in May for Extension's organizational leaders. TESA wishes to be seen as supportive of organizational goals and to offer input where it may be helpful.

TESA has a historic investment in the Career Ladder process and was instrumental in its creation, first for the professorial specialists and later, for the program specialists. Relatively few changes have been made to the promotion guidelines since their introduction, although some TESA members report that departmental/unit guidelines are followed more closely, especially for professorial specialists. Still other specialists have reported that their Extension responsibility is under-valued by peer review and higher review committees, resulting in challenges during the promotion process.

During our one-hour meeting on Monday, April 14th, we propose discussing a few of the topics listed below. We are very open to suggestions from the Director that can be helpful to the future work of our task force. We are looking forward to Monday's meeting.

- Consistency in criteria (CEP and AgriLife)
- TESA input and guidance during career ladder document revision process
- Identification of "best practices" within departments and units resulting in promotion success (such as mentors assigned to new hires, active committees, etc.)
- Clarification of eligibility criteria
- Improved access to standard documents and procedures
- Coordination of performance documents: Position Description, Annual Plan of Work, Curriculum Vitae, TExAS System, and Promotion Guidelines
- Annual review of Position Description