

Extension Huddle



October 10, 2025

Today's Huddle Talk

- **Thank you!**
- **Parking Near Ag Hall**
- **Extension Positions in Search**
- **Extension Road Show Registration**
- **Reporting and Training Timelines**
- **Overview of Civil Rights Review and Action**
- **Status of the UNL Budget & APC Review Process**
- **Relentlessly Relevant**
- **Questions?**





Thank You

Extension Nation!



Parking Near Ag Hall

SPIT

Parking Near Ag Hall



Parking Near Ag Hall



Place this special permit on your vehicle dashboard so this side is visible through the windshield of your car. This permit is valid only in the “Nebraska Extension Loading Only” parking space on East Campus.





Extension Positions in the Search Process

SPIT



Extension Positions in the Search Process

Extension Educator/Instructor

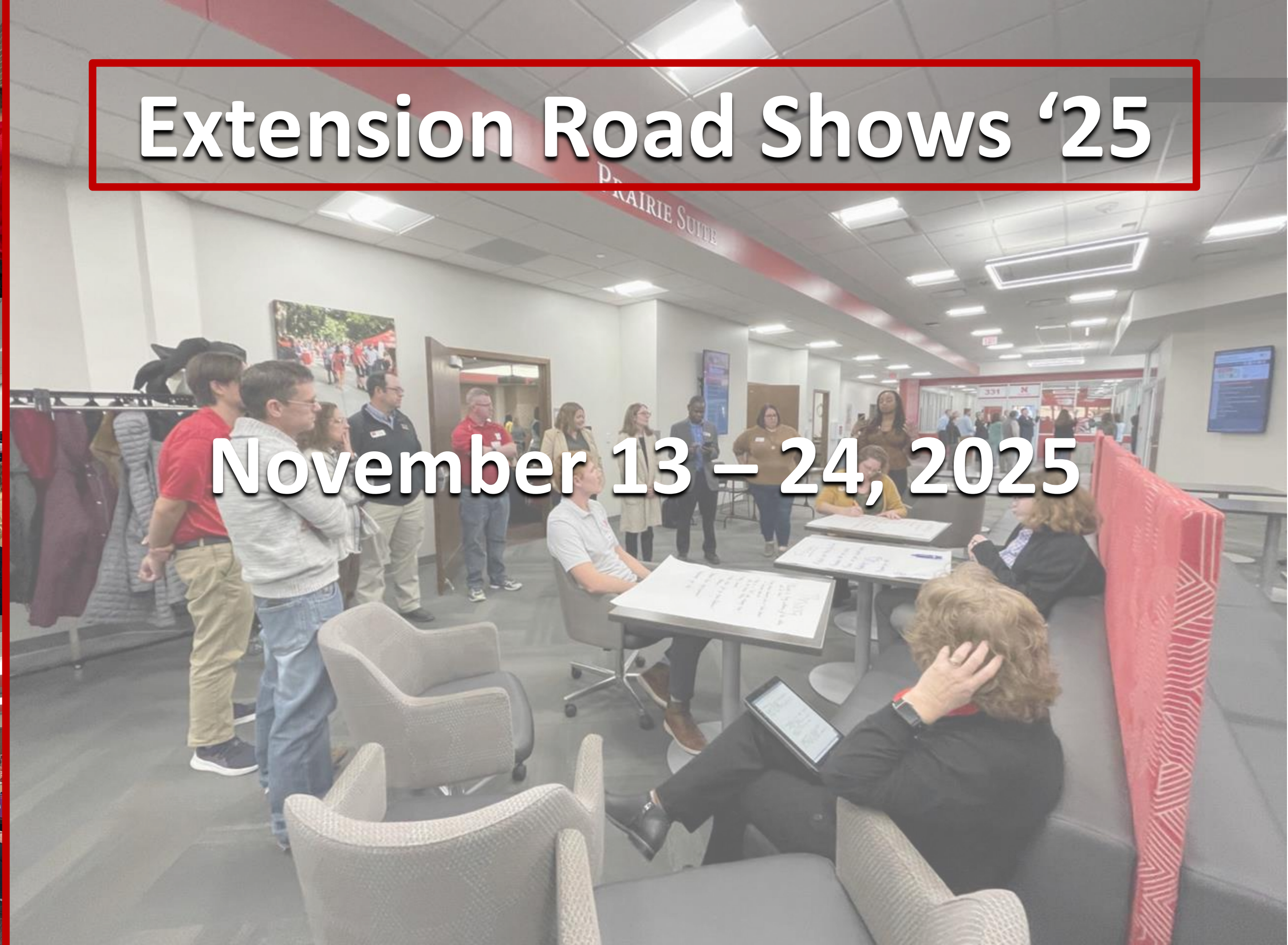
- 4-H Educator/Instructor – Brown County
- 4-H Educator/Instructor – Scotts Bluff County
- Livestock Educator/Instructor – Brown County
- WCS Educator/Instructor – Platte County
- EC Educator/Instructor – Dawson County
- WCS PAL - .30 FTE of Current Faculty Position (coming soon)

Extension Assistant

- 4-H Extension Assistant – Seward County
- 4-H Extension Assistant – Hall County
- NEP Extension Assistant – Hall County
- NEP Extension Assistant – Lancaster County



Extension Road Shows '25



November 13 – 24, 2025



Extension Road Shows – Dates/Locations

- **Registration opens Monday**
 - Employee Resource Page/Professional Development/Conferences
- **All programming faculty and staff are expected to participate in one of the Road Shows.**
- **Program: 9:30 a.m. to 3:30 p.m.**
- **Use the tip sheet sent out as Road Show Reflection #22 to help prepare for your participation.**

Extension Road Shows – Dates/Locations

- **November 13 – Scottsbluff/PREEC**
- **November 14 – North Platte/WCREEC**
- **November 17 – Grand Island/College Park**
- **November 18 – Concord/Haskell Ag Lab**
- **November 21 – Lincoln/Nebraska East Union**
- **November 24 – Lincoln/Extension Office**



Reporting Due Dates





Reporting Due Dates

- **October 30**
 - **PEARS Quarterly Reporting**
- **November 17**
 - **Impact At-A-Glance** (*instructions coming soon*)
 - Program Area-Required; Focus Teams—Optional
 - **County Impact At-A-Glance** (*instructions coming soon*)
- **December 1**
 - **PEARS State Program Area/Focus Team Action Plans (2026)**
 - Program Areas/Focus Teams, NE-EDEN, Lead Educators, etc.

Reporting Due Dates

- **December 31**
 - **PEARS Program Activities Entered (2025)**
- **January 15**
 - **PEARS Individual Action Plan Report(s) - 2025**
PEARS Individual Action Plan(s) - 2026
 - **IANR Reporting Package** (*instructions coming from IANR*)
 - IANR Summary of Accomplishments
 - Other Contributions
 - CV/Resume
 - IANR Impact Report(s)





Upcoming Training

SPIT



Training Dates

- **Extension Annual Reporting Training Webinars**
 - December 10, 1:00 to 2:00 p.m. (CT)
 - December 12, 10:00 to 11:00 a.m. (CT)
- **Extension Civil Rights Training Webinar**
 - December 5, 1:00 to 3:00 p.m. (CT) **(REQUIRED)**
- **PEARS PD and Open Office Hours**
 - September 18 – Quarterly efforts reports (recorded)
 - October 16 —11:00 to 11:45 a.m. – Program activities
 - November 18 – 11:00 to 11:45 a.m. Direct contacts
 - December 18 —11:00 to 11:45 a.m. – Individual Action Plans
- **PEARS Event Module Training (coming soon!)**





Nebraska Extension Civil Rights Review





Civil Rights Review Action Steps

- **Nebraska Extension Civil Rights Training**
 - December 5, 1:00 – 3:00 p.m. (CT)
 - REQUIRED (will be recorded)
- **New Civil Rights Training Modules in Bridge**
 - Title IX (required for all University employees)
 - Civil Rights Act Overview (required for Extension employees)
 - Accessibility/Accommodations (required for Extension employees)
- **Annual Compliance Checklist**
 - Reviewed during annual performance reviews



Annual Civil Rights Compliance Checklist

Annual Compliance Checklist

This civil rights compliance checklist is to be completed annually by all Nebraska Extension professionals and verified by their supervisors during winter/spring performance reviews.



CIVIL RIGHTS AREAS OF RESPONSIBILITY	Completed
Organizational Capacity	
I viewed and understood the contents of the Nebraska Extension Civil Rights Training Webinar that occurred on December 5, 2025.	YES/NO
I am aware of my responsibility as a Nebraska Extension professional to understand and follow civil rights policies and procedures.	YES/NO
I am aware of policy and procedure resources available at the UNL Institutional Equity and Compliance website: https://equity.unl.edu/	YES/NO
Civil Rights Knowledge and Procedure	
I understand that I must affirm my understanding of civil rights policies and procedures by completing this required training within 30 days of employment and annually thereafter.	YES/NO or N/A
I have completed civil rights training available in the UNL Bridge Learning Management System at https://nebraska.bridgeapp.com/learner/courses and I am compliant with all policies and procedures.	YES/NO DATE COMPLETED _____
Advisory Boards and Committees	
I assisted and supported collecting demographic data from Extension board members and 4-H Council members annually. This process will include clearly communicating to advisory members why demographic data is being collected, how it will be used, and what steps are taken to protect their privacy.	YES/NO or N/A



Annual Civil Rights Compliance Checklist

Program Delivery	
I helped ensure the accuracy and integrity of demographic data collection for program participants. This included educating program participants about the importance of collecting this data to 1) ensure compliance with federal civil rights laws and policies, and 2) ensure continued federal funding support for Extension programming. I have also communicated how this data will be used and what steps are taken to protect privacy.	YES/NO
Data Collection and Integrity	
I am using the Program Evaluation and Reporting System (PEARS) as a standardized system to capture demographic data for all programs and activities and have attended training on the use of PEARS to collection demographic information.	YES/NO DATE COMPLETED _____
Nondiscrimination Based on Sex	
I understand that I must affirm my understanding of Title IX and sex discrimination policies and procedures by completing this required training within 30 days of employment and annually thereafter.	YES/NO
I have completed Title IX and sex discrimination training available in the UNL Bridge Learning Management System at https://nebraska.bridgeapp.com/learner/courses and I am in compliance with all policies and procedures.	YES/NO DATE COMPLETED _____



Annual Civil Rights Compliance Checklist

Public Notification and Outreach	
USDA “And Justice for All” posters are posted in public spaces where Extension programming is conducted.	YES/NO
I have included the nondiscrimination statement on all print and nonprint materials to ensure public awareness of nondiscrimination policies.	YES/NO
Accessibility for Individuals with Disabilities	
I understand that as a supervisor I must affirm my understanding of Americans with Disabilities Act/Section 504 of the Rehabilitation Act, reasonable accommodation (RA) policies and procedures by completing this required training within 30 days of employment and annually thereafter.	YES/NO N/A
As a supervisor I have completed Americans with Disabilities Act/Section 504 of The Rehabilitations Act, reasonable accommodation (RA) training, available in the UNL Bridge Learning Management System at https://nebraska.bridgeapp.com/learner/courses and I am in compliance with all policies and procedures.	YES/NO DATE COMPLETED N/A
I understand that I must affirm my understanding of reasonable accommodation (RA) policies and procedures <i>for program participants</i> by completing this required training within 30 days of employment and annually thereafter.	YES/NO
I have completed reasonable accommodation (RA) <i>for program participants</i> , available in the UNL Bridge Learning Management System at https://nebraska.bridgeapp.com/learner/courses and I am in compliance with all policies and procedures.	YES/NO DATE COMPLETED
I have ensured that all marketing and outreach materials such as program notifications and event flyers, include statements about requesting reasonable accommodations and language access services.	YES/NO
I have documented all reasonable accommodation requests in PEARS when entering program activity information.	YES/NO



Annual Civil Rights Compliance Checklist

Language Access		
I am aware of the Nebraska Translator and Interpreter Corps (NETIC) https://modlang.unl.edu/translation-and-interpretation-services/?check_logged_in=1 , housed in UNL's Department of Modern Languages and Literatures to provide translation and interpretation services. I will use this resource as needed for language access accommodations. In some instances, it may be necessary to use community or volunteer interpreters whose specific role is to provide services during programming events.		YES/NO
Verification Signatures		
I attest to my awareness, understanding and compliance regarding civil rights policies and procedures. I have been a responsible and positive champion for the Civil Rights Act.		YES/NO
Employee:	Date:	
Supervisor:	Date:	



Pop Quiz!

Pop Quiz!

Messages from Governor Pillen

- ☐ _____ is the expectation
- ☐ _____ vs. spend
- ☐ Be _____ with less
- ☐ Growing _____
- ☐ How are we adding _____?
- ☐ Be _____ with being uncomfortable
- ☐ _____ (He wants everyone to do this)
- ☐ It's about the _____!



Messages from Governor Pillen

- ❑ Extraordinary is the expectation
- ❑ Invest vs. spend
- ❑ Be better with less
- ❑ Growing Nebraska
- ❑ How are we adding value?
- ❑ Be comfortable with being uncomfortable
- ❑ Brag (He wants everyone to do this)
- ❑ It's about the people!





Status of the UNL Budget and APC Review Process

“Relentlessly Relevant!”



Ben Steffen

IANR CARET Representative

Relentlessly Relevant

- **Bring the value of the land-grant (university) to your communities!**
- **We want “receipts”**
 - What are we paying for?
- **Is it complicated? Does it require great fortitude? Yes and Yes!**
- **Easy won't move us forward.**





Relentlessly Relevant

- Envy the role that Extension professionals have: a tremendous platform and opportunity.
- What you say matters—What you don't say matters.
- How can Nebraska Extension get better? Carry the conviction that what you do matters—Listen and engage!
- **YOU make a difference!**

GO BIG RED™

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Questions?

Thank you!



EXTENSION

Extension Huddle



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