

Policy Advisory Committee

Contact Information

Chair: TBD

Co-Chair: Whitney Bell, State 4-H Program Policy Analyst, webell@ucanr.edu

Purpose

The Policy Advisory Committee is comprised of a representative and diverse group of youth, volunteers and staff to discuss policy issues related to the UC ANR 4-H Youth Development Program. The committee examines:

- Policy issues to determine if new or revised policies are needed
- Drafts new policies/recommendations for policies
- Identifies appropriate review for policy changes

Goals

The committee provides leadership and guidance regarding implementation of new or revised policies. This includes:

- To develop a plan and timeline for policy implementation and follow-up
- To develop FAQ sheets and other supporting documents
- To provide training on policy and processes

Committee Member Responsibilities

- Gather input on agenda items before meetings
- Attend all scheduled Policy Advisory Committee meetings
- Provide input on various policy or procedure issues facing the UC ANR 4-H Youth Development Program
- The committee makes recommendations to the Statewide 4-H Director, who with the Director of Administrative Policies and Business Contracts will take the recommendations to the appropriate decision-making body (Vice President, Controller, etc.)
- Express ideas and input of constituents and stakeholders
- Complete action items assigned at meetings
- Hold discussions confidential, so that decisions can be disseminated using appropriate protocol

Committee Membership

The Policy Advisory Committee is comprised of 14 members, including:

- 2 – Youth
- 3 – 4-H Adult Volunteers and Program Partners
- 5 – County 4-H Youth Development Program Staff
- 3 – State 4-H Youth Development Program Staff

Meetings

Must be able to travel to attend two face-to-face and two conference call meetings per year and participate in additional conference calls as needed. Meetings are held during weekdays. In person meetings are held at the State 4-H Office in Davis, CA. All travel and related costs will be reimbursed by the State 4-H Office in accordance with University policies. Additional conference calls may be scheduled, when issues arise that cannot wait until the next scheduled meeting.