

**National Institute for Food and Agriculture Nutrition and Health Committee
for Planning and Guidance
End of Year Report, Oct 2009-Sept 2010**

The Nutrition and Health Committee for Planning and Guidance formed in October 2008 to work with NIFA National Program Leaders to strategically position Extension for the future. The committee consists of 12-14 members led by chair Melinda Manore (Oregon), past-chair Gayle Coleman (Wisconsin), and chair-elect Ellen Schuster (Missouri). The committee met via teleconference on a monthly basis. Julia Zee (Hawaii) served as secretary and recorded minutes of our meetings. New officers for 2010-11 include Andy Crocker (Texas) as Chair-Elect and Katherine Cason (South Carolina) as secretary. Two national program leaders, Drs. Shirley Gerrior and Susan Welsh, help lead the group along with Sylvia Montgomery and Stephanie Blake, also from USDA. Changes during this year included the retirement of Dr. Shirley Gerrior and the death of Dr. Robin Orr (Illinois). Both contributed significantly to the formation and evolution of the committee. All committee minutes and documents can be found on the web at http://www.csrees.usda.gov/nea/food/in_focus/nutrition_if_nutrition_health_committee.html. Over the course of its second year, the committee has completed the following tasks:

- Wrote and submitted a research article to Journal of Extension based on the data collected from the on-line survey asking Extension Specialists about nutrition and health programs across the Extension system. Reference: Purcell N, Bowen E, Zoumenou V, Schuster ER, Boggess M, Manore MM, Gerrior SA. A survey to identify Extension professional's strengths and needs related to nutrition and health programs. *J Extension* (in review).
- Initiated an executive summary of this survey through USDA Extension Service that will be distributed the end of 2010.
- Email sent to several nationwide list serves (fnemail; sneeze; health, EFNEP coordinators, Snap-Ed) to communicate information about the committee's year-end report, the Executive Summary in process, new members and on-going committee membership.
- Presentations and announcements at national professional meetings (SNE, Priester, National EFNEP Meeting) about our committee.
- Revised the operating procedures for the subcommittee composition, functions and responsibilities, including selection and rotation of committee members.

Subcommittee Reports:

- Communications: Wiki page rolled out June 2010. Over 1600 views. 9 states have submitted 30 items (fact sheets, websites, curricula, training materials, etc).
- Evaluation: Through monthly conference calls, the evaluation subcommittee worked to identify current data collection efforts by Extension programs, states and regions. These were used to develop

system-wide, standardized evaluation tools and impact indicators for safe food handling, food resource management, healthy eating and physical activity. Implementation of these resources will allow the Extension system to aggregate data and build a stronger case for continued support of Extension programs across the country. As part of this project the subcommittee collaborated with the North Central Extension Region, which is working to develop similar tools for use in their region. The subcommittee is soliciting new members with interest and skills in evaluation processes. Applications will be reviewed to assure strong momentum for the subcommittee's future efforts.

- Professional Training: The Committee considered several options regarding its purpose and function, in response to the results of the NIFA survey. Plans were put forward to gather more specific input in order to make recommendations to USDA on professional development of nutrition and health extension professionals.
- Curriculum Oversight: National survey results indicated a need for an easy-to-use, comprehensive tool that describes the components of high quality curricula. In response to this need, our committee developed recommendations and a curriculum checklist based on best practices gleaned from state Extension systems identified through the survey and expert opinion of committee members. A manuscript including the recommendations and checklist was submitted and accepted for publication as a 'tools of the trade' article in the Journal of Extension. Reference: Coleman G., Byrd-Bredbenner C, Baker S, Bowen E. Best Practices for Extension Curricula Review. *J Extension* (in press).
- Nutrition and Physical Activity (PA): The committee added two outside members: Dr. Linda Houtkooper (Arizona) and Anne Lindsay (Nevada). We also created a list of national PA Extension Specialist and Experts (n=8), which was provided to the USDA Program Leaders and Dr. Molly Kretsch at NIFA. The committee also provided feedback on materials for the evaluation committee, J of Extension article, National PA Plan, and possible involvement with the American College of Sports Medicine (ACSM) and their Exercise is Medicine (EIM) on Campus Initiative. Some committee members (Manore, Houtkooper) and ACSM leadership met with Drs. Susan Welsh and Molly Kretsch at the ACSM Annual Meeting in Baltimore to determine how USDA can partner with ACSM.