

4-H EXPANSION AND REVIEW COMMITTEES

Each county is required to have an active Expansion and Review Committee. The committee should meet at least twice a year or more often if needed.

Purpose

The purpose of an Expansion and Review Committee is to provide assistance to the county Extension faculty in:

- Reviewing and identifying communities where the 4-H program is not being extended.
- Identifying audiences not being reached by 4-H (i.e. gender groups, racial groups, geographically isolated groups, grade groups, etc.).
- Determining needs of communities and audiences not being reached and assist in development of program and method to reach them.
- Establishing long term goals for the county program.
- Assisting in the development of procedures to secure volunteer adult and teen leadership.

The 4-H Expansion and Review Committee should become a permanent part of the 4-H advisory system, with the purpose of implementing a balanced 4-H expansion program. Balanced programming includes attention to certain factors such as age, sex, rural or urban residence, disability status, minorities and varied youth needs and interests.

The 4-H Expansion and Review Committee should review and report progress periodically and recommend changes and new approaches to programming when needed. It should be concerned with facilitating overall 4-H program operations and the delivery of educational services to 4-H members and adult volunteers in the county.

Committee Membership

To maximize effectiveness, the members of a county 4-H Expansion and Review Committee should be capable, positive, and enthusiastic about the 4-H program. They should be representative of and respected by their peers and know the county and their community as well. Membership must be two-thirds adults and one-third 4-H members. The committee must represent the ethnic makeup of the county, geographic location, and be balanced in gender. It is recommended that the adult representation be 4-H leaders and other adults interested in youth. Rotating terms should be established for committee membership.

Separate Committee or Function of County Advisory Committee

The Affirmative Action Plan requires the establishment of a separate county 4-H Expansion and Review Committee. There is one exception, however. The existing county 4-H Advisory Committee may serve as the county 4-H Expansion and Review Committee if such a committee is: 1) active and functioning effectively; 2) meets the membership requirements specified for county 4-H Expansion and Review Committees; and 3) the committee agrees to carry out the functions of a county 4-H Expansion and Review Committee.

In most situations, the county 4-H Advisory Committee tends to be very busy and extra attention is needed for expansion and review. As a separate committee, an appropriate link must be established between the county 4-H Expansion and Review Committee and the county 4-H Advisory Committee. All reports and recommendations should be shared with the county 4-H Advisory Committee for action.

Reports

A copy of each the minutes from each meeting are to be placed in the county 4-H Affirmative Action file. Copies of the minutes are to be sent to the Regional Director and to the State 4-H Program Leader.