**Western Program and Organizational Leadership Committee (WPOLC)**

**Description of Role & Duties**

**WPOLC PURPOSE:**

The WPOLC shall be comprised of one person from each WEDA member institution who is able to represent all Extension administrative and program functions of their institution. The committee initiates and collaborates with the WEDA to identify, coordinate, and provide leadership for advancing WEDA regional and multi-state initiatives, explore extramural funding opportunities to support those initiatives, and address operational and organizational issues of importance to member institutions. The WPOLC may appoint special committees and/or task forces with membership internal and external to the WPOLC to assist and help coordinate Extension initiatives, programs, and operational and organizational work. The WPOLC will report to and meet jointly with the WEDA at least annually to discuss activities and outcomes of the past year, and to initiate and discuss priorities for the future. WPOLC also conducts the selection process for the Western Extension Awards of Excellence and the Western Extension Diversity, Equity, and Inclusion Award.

**Overview of Member Role:**

* The WPOLC shall be comprised of one person appointed from each WEDA member institution who is able to participate and represent all Extension administrative and program functions of their institution.
* WPOLC members will collaborate with WEDA to identify, coordinate, and provide leadership for advancing WEDA regional and multi-state initiatives, explore extramural funding opportunities to support those initiatives, and address operational and organizational issues of importance to member institutions.
* The chair role of WPOLC rotates and there is a schedule available on the website*.* The chair role lasts for one year, starting after the Spring regional joint meeting and ending after that meeting.
* WPOLC meets virtually on the 3rd Tuesday of every month for 1 hour (2-3 Pacific time). Each state may be expected to give a brief report of activities at these meetings. There are also two face-to-face meetings per year. One meeting usually takes place in early November (location rotates around the western states) and the second is the Spring regional joint meeting with WEDA/WAAESD (location rotates also), which usually takes place in March.
* All WPOLC members are expected to be active contributing members of the group. It is expected that all members take responsibility for developing and achieving the goals and outcomes identified in the WPOLC annual work plan and other work projects that arise.
* The time commitment varies based on each individual member’s leadership roles within the committee and tasks.
* WPOLC has two committees that operate under their responsibility:
* Western Regional Evaluation Network (WREN)
* Western Regional Mental Health Network