

EEC Meeting
November 10th, 2004

Present: Steve Turaj, Alan Eaton, Debbie Cheever, Alice Mullen, Charlie French, Karen Blass,

Mentoring program update -

Bob Edmonds did his “tool” presentation. Mentoring is just one of the tools for new employees. He reported that new employees get an orientation that Bob is responsible for. New employees spend time with John at the New England center, have a UNH orientation, and supervisor orientation to go over a checklist.

Sally Barney and Mary Ann Kasprak developed a new employee packet . Employees get a page of useful information to get up and running with. Mary Ann developed a mentoring guide after she researched information from other states.

Three pieces have been developed - A mentoring program handbook, Protege handbook, Administration handbook.

A mentoring committee made up of the following educators, Claudia Boozer Blasco, Amy Ouellette, Catherine Violette are planning a one day training for mentors. Mentors are by invitation only. Supervisors are asking people now . Tim Fleury, Sam Stoddard, Michelle Gagne, Gail Kennedy have been approached for this role. It was agreed that a thank you note be sent from the Council to Mary Ann and cc to Nancy , John ,Wendy and Paul. The materials have been being used at this point.

Minutes of previous meeting -

These were reviewed and accepted to be placed up on the internet site. Alice will put in a PDF and send to Faye.

Update from the Systems Policy Committee - (SPPC)

It was reported that OS has dropped out of the family friendly policy discussion. The Pat and EEC councils are still in support of the family friendly policy being proposed.

Employee suggestion program - There is being proposed a \$150 award for suggestions that are adopted. The faculty are included in this program as well. Any employee of UNH can offer suggestions. The money for the award is coming out of Human Resources. There will be a form on the web that employees can fill out to submit ideas.

Heckel Award -

January nominations come in..

Decide nominee at the March meeting

Present the award at the annual meeting.

It was suggested to put recognition piece on the web with people’s names listed on it.

Vacancy on the council-

A question came up on Advisory Council vacancy's and the policy for this?

Council Membership-

A survey was sent to staff about the council membership -

The majority of respondents chose # 1 - Keep the membership the same. It was noted that - Program Leaders shouldn't deny someone being eligible for a position. The council will ask program Leaders for support.

There was consensus from the council membership to keep the makeup of the membership the same.

Elections -

George is taking care of this. He is still contacting people to run

Debbie Cheever's term is up, Alice Mullin and Steve Turaj are ending their first term.

Nancy Berry, Larry Barker, Alice Mullin, Lauren Bressett, Dotty Burrows, Lynn Garland and Kathy Jablonski are eligible for Family Community and Youth development.

Natural resources - Steve Turaj is eligible for another term

Nominations for the Council leadership are needed.

Alice is willing to continue as Chair if reelected

A secretary will be needed and a representative to the SPPC council

December 10th 1:00 -3:30 pm in MUB Staff professional development Grant committee -We need a representative for this. Karen will be the contact. Alan volunteered to attend on Dec 10th in Karen's absence.

Two people are needed for the grievance committee.

Steve Turaj is willing to serve on the SPPC council if reelected. Lauren Drews at UNH will need to be contacted with the new representative name their meetings are February 24th, April 28th, May 26th.

February 10th is the retreat for OS, PAT and ECC .

A suggestion is to have the EEC get a place on the web page.

Discussion came up around the position of COA's and how the job has amorphised over time. A concern was voiced that people are being coerced into being COA's., particularly new employees who may need to work on a Master's degrees. Concern was raised that this may not be fair for this person.

Nancy Franz update -

There has been concern raised around reporting A huge frustration has been expressed as to what was needed on the form. It was noted that it wasn't a smooth process to use. It was felt that there is a lot of reporting that is not applicable. There is redundancy of information being reported.

TERS - this is reporting of sick days, vacation, etc. TERS are necessary for auditing program fiscal time for funding. Nancy reported that monthly reporting may be changing to quarterly reporting. Monthly impact reports? There was question on this.

New performance Evaluation form - Concerns were raised that this new form requires a lot of writing and is subjective.

PD& E Committee has a web page. The EEC expressed a need for an EEC web page.

Budget - The budget will be introduced to the State on November 19th. The University is submitting a 6 ½ % increase the first year, 7% the second year of the biennium. Concern has been raised if there is a recession in January there may be a need to return monies.

Nancy reported that monies for a ½ time Ag Position in Rockingham County have been secured,

2-3 Foresters are being brought to the Sullivan county council, work is being done on Tom Linehan's position in Strafford County.

There are going to be four retirees in July - Bob Edmonds, Peter Pohl, Penny Turner, Marshal Patmos. Some people are being contracted back.

Committee responsibilities -

Concern was raised that the time served on representing the organization on the EEC council was not recognized equally as other committees. Concern was expressed that the time given for a committee like this that is looking out for issues in the organization doesn't get the same recognition for impact.

Dates for 2005 were set

January 12th

March 9th

May 11th

July 13th

Sept 14th

Nov 9th

Meeting adjourned at 12:35

Respectfully submitted

Debbie Cheever