

EEC Minutes  
November 12<sup>th</sup> 2003

Present Karen Blass, Steve Turaj Alice Mullen, Cheryl Smith, George Hamilton,  
Deb Carr, Janet, Nancy Franz, Jim Grady, Debbie Cheever

**Minutes**

September meeting minutes were reviewed and approved with minor corrections. They are ready to be put up on the web.

Deborah Carr was introduced and will be serving as the new UNH Extension's Human Resources contact replacing Sharon Demurs.

She reported on the budget contract that was recently approved.

There was information in the campus Journal as to the faculty contract. A contract has been agreed to and in the end a 4.5% increase was agreed to retroactive to July 1<sup>st</sup>. 20-30% of the faculty are year round. In 05' there is a 4.75% increase and in 06' there is a 4.85% increase. Staff will receive 3.5% and a 2% across the board increase with 1.5% of discretionary funds. The system is committed to get salaries equitable and marketable. The salaries have been checked for the last three years and there has been a 15.1% for faculty and 15.5% for staff. From 1994-2003 there was a 48.3% increase for faculty and 47.5% for staff. They hope to reach parity of faculty in 3 years. Benefits- the AUP pays the same percentage as staff. They will be working to get benefits mitigation to offset costs for faculty. New for the system is paid parental leave for 12 weeks. The faculty don't get sick leave. They are looking into parental leave for staff as well.

**Parking** - The rate is going up. Faculty, non reserved and staff spots will be \$ 50.00 per year starting next July 1<sup>st</sup>. There will be a chance to pay in pretax dollars.

Grad students/Assistants won't be eligible for staff permits .

AUP Faculty will have an agency fee and individuals who don't join the union will pay an agency fee. To reach Deb Carr- 862-0507 [deb.carr@unh.edu/](mailto:deb.carr@unh.edu)

**Pay Raise - Jim**

Jim spoke to the group how the salary increases were handled and when the increases would become effective. The 2% across the board increase was effective Sept 1<sup>st</sup>, equity and promotion was July 1<sup>st</sup>. Merit of 1.2% was used for merit. Promotion dollars were not a part of salary increase dollars. It was done separately. Extension had 3.5% available to take care of all of its needs; promotion, salary increases, merit.

**Budget Crisis -**

Jim updated the group as to where the budget was, given those people who had announced their retirements and resignations. As of November the organization was \$10,000 ahead of the \$784,000 goal. The reductions were not uniform across all lines of work. Agriculture and Family Development had exceeded their goal, 4-H was close, Administration had a ways to go. Some administrative staff are reducing their time to help with reductions.

Next year we may be facing a \$300,000 shortfall. No staff will be reduced this year.

**Performance review system** - Nancy Franz

Nancy reviewed the forms with the committee and asked for comments and suggestions. There was discussion on the timing for the implementation of the new system. It was felt by the committee that parts of the system should be implemented during this years performance review and fully implemented next year. Since many had already submitted professional development and plan of work updates staff would not be asked to redo this part of the system this year.

#### **Plan of Work -**

Nancy reported that she was trying to get together a process for developing the two year plan of work. She is still waiting to hear from Washington on details for the plan of work they are looking to have submitted.

#### **OS Council Representative**

A representative from the OS PAT council spoke to the group about the Compassionate leave policy. Both Councils have reviewed the policy and she was meeting with the group to update them on their acceptance of the policy and that it would be going to the Presidents Cabinet and she would report on it for all of the Councils. The compassionate leave policy would allow staff to donate one day of leave to an individual and that the confidentiality of it would be overseen by Human resources. The policy crosses all staff levels. A PAT staff could donate to an EE for example. Up to 12 days per year could be donated to one or several people. Everyone needs to keep 5 days in their annual leave. How will people know someone needs time? This hasn't been addressed. The Systems office is willing to let UNH do the pilot for one year and if it worked it could be able to go System wide. Jim raised the question whether OSR could be considered. He would like this to be looked into. Alice Mullen made a motion and it was seconded by Cheryl Smith to move the policy forward. The vote was unanimous by the Council in support of the Compassion Leave policy.

#### **Heckel Award-**

Reviewed for any changes for next year. Karen Blass will contact UNH Foundation for clarification of when the award money needs to be dispersed for the Heckel Award.

#### **Election Process-**

Cheryl will be leaving the group. Thank you Cheryl for your representation on the Council. Val Long will be leaving Extension so her position needs to be filled. Thank you to Val as well. George will look at how the Council needs to replace these positions.

#### **Report of SPCC**

Debbie reported on SPCC. Issues discussed included updating transfer policies, and demotion policies.

#### **Presidents Cabinet Meeting -**

George reported that the main topic was riot control and how this was to be handled on campus. Cheryl reported that she would be attending the master plan meeting on November 20<sup>th</sup>. Meeting adjourned at 12:15 pm