

EEC Meeting  
March 13<sup>th</sup>, 2002

Present - Marshall Patmos, Steve Turaj, Alice Mullen, Karen Blass, Debbie Cheever, George Hamilton, Cheryl Smith, Val was out of town.

Notebooks - George gave out more information to be put into the notebooks: Complaint and Grievance policy, bi laws from 1996, Presidential Award of Excellence, University Governance Communication Council and EEC minutes for 2000.

Marshall passed out final revisions of Maynard and Audrey Heckel award for inclusion in the notebook.

Minutes - These were reviewed and a minor correction was made. They will be forwarded to Faye Cragin for putting up on the web.

Reviewed John's letter to the committee regarding the hiring requirements for Extension Instructors. George will email a letter to John with the Councils approval of this change.

Staff Awards -

Sub Committee of the council - Alice Mullen, Marshall, Cheryl Smith, Steve Judd, representing PAT staff. ,Cheryl Whitting representing operating staff. The date of the first meeting will be set soon .Alice will email John Pike about progress of the committee.

Presidential Update- Jim brought the group up-to-date on the search process and the dates for candidates to be on Campus. There are four days scheduled for Pat and EE staff to hear the candidate dates. The dates are 3/26, 3/29 /, 4/2, 4/4. Presentations will be at the MUB at 10:45 to 11:45

There will also be open meetings on campus if people can't make the specific ones for extension staff.

The committee thanked Jim for all the time he has put in on behalf of Extension, the many nights and weekend meetings.

Update on Joint UNH Council special meeting -

Alice, George and Jim attended the meeting of the O/S, Pat, EE Councils to be updated on the cost Benefit containment situation facing the University.

There is a 5 million short fall for UNH fringe benefits.

There is a shortfall in money to cover employee benefits and there have been a couple of plans presented to deal with the situation and the Council representatives were being briefed on the proposals. Updates can also be found in the Campus Journal.

Jim did point out that we are under RCM management now which means each dept stands alone and is responsible for funding their own fringe benefits. In Extension this problem equates to approximately \$200,000 additional dollars to meet the costs this year. We have reserves that could cover this but year two will be the problem when the reserves are not there. The other problem is that in order to use your reserve you have to go to the Central Budget committee of the University a year in advance.

The Strategic Plan is based on grants, attrition etc. Jim explained when a position becomes vacant and it has State dollars tied to it we save those dollars. Jim projects a \$400,00 reserve at the end of the year.

There is a document that has been put together showing the different proposals to deal with the cost containment issues.

George brought up the concern that if people were going to need to make changes to their benefits and whether to drop their UNH coverage and coordinate with a spouses open enrollment the amounts that the coverage would cost needs to be given to employees ASAP so plans can be made for other coverage through a spouse. George was going to write to Joan Tambling with this suggestion.

The group discussed the need to make this equitable for all levels in our organization.

George would respond to David Butler, Human Resources by Friday stating the groups concerns with the benefits proposals.

Areas the group wanted addressed -

- \*Waiting one year for Tuition benefit may be a problem attracting people to positions

- \*Waiting a month following date of hire for benefits to begin rather than day of hire.

- \* Concern was expressed to grandfather those in the system,
- \* We need to be considerate of people at the lower end of the pay scale and the impact on them if they were to have to come up with \$1200.
- \* The impact of this off campus through out the system needs to be considered.
- \* Date for the implementation - This needs to get out soon from HR

#### Award Presentation -

George brought up having someone from Administration do speeches for staff being recognized for 20 or more years at the University recognition program rather than an EEC representative. The group discussed this and felt that someone from administration should handle this as it would hold more meaning. George will present to John the feelings of the group. It was unanimous by the group that someone from administration do this and they would like it to be John.

#### Maynard Heckel Award-

Marshall shared the new time line for implementation after this year.

- \* May we will get information out.
- \* June applications submitted.
- \* Applications due Sept 1<sup>st</sup>.
- \* Sept EEC makes decision on the award recipient
- \* The presentation will be sometime between October and May.

#### This years process -

Five applications were submitted. After reviewing the submissions Chair of the Committee, Marshall Patmos will send a letter to John Pike, Dean and Director with the committees chosen candidate. All submissions were worthy of recognition and all are to receive a certificate at the Annual Extension meeting.

For the judging process for next year committee members will bring comments to the May meeting as well as names for applicants for the award next year.

#### University Governance Communication Council -George

George attended the meeting and will email the minutes. Presidential Service Award - Alice, Val and George are on the committee from EEC Karen Blass will be the backup from the group to the University System

Policy Council committee formerly SPCC. Jim will also serve as backup to Debbie and Karen.

O/S , Pat had orientation where the Presidents Office brought the group to the New England Center for Councils to go through process in how they fit into, and represent their constituencies within the University. The group looked at common threads and issues that effect each group. George has let Greg Sanborn know that some of the issues being discussed also effect EEC and that we need to be included in the meetings.

They are looking at the World wide web resource policy . The group was asked to review the policy and come back with a response. George has reviewed it with David Foote to see if Outreach and Research should be a part of the list. George will follow up on this.

Next meeting - May 15<sup>th</sup>

Agenda items to include:

Mentoring - Guidelines (Administrative team was going to bring Mentoring Framework to the group)

Nominations for the Heckel Award

Awards committee update

Jim - Talk to group on market equalization/equity

Followup on Benefits progress

Meeting Adjourned 12:25pm