

EEC Meeting
March 10th, 2004

Present: George Hamilton, Alice Mullen, Steve Turag, Charlie French, Alan Eaton, Debbie Cheever, Karen Blass, Jim Grady

New member Charlie French was welcomed along with Alan Eaton who joined us at the last meeting.

Alice Mullen as new Chair of the group had the group review ground rules for the operation of this group. They are as follows:

Attendance - At least 5 of 6 meetings need to be attended during the year. Must notify the chair if you can't make the meeting.

Start on time - Meetings begin at 9:00 am and need to end on time, usually 12:00pm

Respect

Confidentiality

Decision making - Done by consensus

Assign a timekeeper if needed

The group did an icebreaker before starting. We all reflected on something about the year which each of us had on the coin we picked.

Review of January Minutes - Moved to pass minutes with minor corrections.

Maynard Heckel Award - Karen Blass

Karen followed up with Nancy Franz. She has been in touch with Suzanne Knight this years award winner to be sure she has been recognized. Suzanne is preparing to present at the regional meeting in Durham. Others nominated for the award will be recognized in Durham if they can attend. If they can't attend they will be recognized at regional meeting they are able to attend. Alice suggested that the recognition be put in the campus Journal. Alice will call Laurie form Campus Journal to see if she can attend for the recognition at the regional meeting.

Karen passed out the recognition work teams award chart. Members of the work team are Charlotte Cross, Mary Tebo, Nancy Franz, Karen Blass, Seth Wilner, Cheryl Whitting. Alice is the representative on the University recognition committee for PAT, OS, EE .

Presidential Award of Excellence - Karen will call Chris Van Horn to see if any nominations have come in. The form for this is available through a link in one of the recent biweeklies. When nominations come in Alan, Debbie, Karen will review

them. Reception date for the Presidential Service Award is April 21st or 27th. A question was brought up by members concerning use social security numbers on reports and other places. Karen suggested people visit the website Privacyrights.org as there is a lot of information about the misuse of social security numbers. The group felt this was a concern and wanted this to be further investigated. It was felt that this is a systems issue and would like the representative to the System Council to bring it there.

Update from the Presidents of Councils meeting - Alice.

The AOP conference is scheduled soon. They asked our group if we wanted to put anything on the literature table. Alice will followup with Cooperative Extension brochures. Affirmative action office is updating their policy. The name of the policy will be changing. The policy will clarify the handling of complaints. The University is making a strong commitment toward this policy.

Presidents Meeting - George

The University is working on an alcohol policy in the community. They are looking at structuring a committee of students, parents, faculty, care givers etc. to look at the policy.

Media Interviews - Guidelines have been established as to how these issues need to be responded to by faculty and others.

Joint Councils Meeting-

Goal setting for the year was done at the joint Councils meeting that Karen, George, and Alice attended. The Joint Council meeting is usually the first week of February. It was discussed that the EEC should have a EEC council update in the biweekly with brief items highlighted. One item that came up at the joint meeting was the need for increased visibility and communication with Extension Educators by the Council.

The group proposed sending an email of bulleted points after meetings to better articulate the role of the EEC. The group also felt the bylaws needed to be reviewed. Alice suggested that the bylaws be revisited at another meeting. It was noted that the role of the EEC changed in 1988, 89 to not be advisory.

Update on budget - Jim

Jim had nothing more to report at this time on the State budget. If additional cuts in future we will need to look hard at this.

We did get a 10% cut in 3Dfunds at the federal level which includes monies for EFNEP, IPM, Farm Safety, Pesticide Application Training. These funds are .6% of 1% of Smith lever Funds.

Jim noted that the EEC group will need to look at salary increases for the future. If we have cuts next year Jim is concerned about staff reductions with the need for salary dollars. Charlie asked about retroactive budget cuts like some state agencies

are facing. Jim reported that the Forestry funds have been reduced by 5%. We will be spared this fiscal year but this could change. Jim reported favorable approval of tuition dollars to be given for Extension.

Jim was asked about social security numbers and the concern by staff with this being our identifier as part of a system. Jim did report that the USNH human resources dept does discuss this issue. He recommended that the group make a recommendation to Nancy Franz concerning this issue. This was brought to Nancy to be looked into.

Accident reports - Jim reported that he recommends that people call him with an accident report and then hard copy the claim and not to send over email.

PAST report - Nancy

Nancy was present to answer questions from the Council about the PAST report.

Recommendation # 10 - Question asked to clarify what constitutes a interdisciplinary team. Do grants Count? Nancy responded she felt that grants would come out of interdisciplinary issue teams so this will count. Many felt that our work is interdisciplinary now and wanted to know if this counted.

It was noted that accountability was an issue the organization needs to do a better job with. How do we demonstrate accountability?

Recommendation #4 - Question raised about the suggested guidelines for merit and bonuses. Jim noted that these %'s were those set by the University trustees in 1999. If there are other concerns about the PAST report they need to get them to Nancy .

Meeting Adjourned 11:40 am

Next meeting May 12th.

Debbie Cheever

Secretary