

Extension Educator Council Minutes
May ,9th 2001
9:00-12:00
Taylor Hall Durham

Present: Marshall Patmos, Val Long, George Hamilton, Debbie Cheever, Karen Blass, Ed Mc Allister, Jim Grady, Nada Haddad

The February Minutes were accepted. The March and April meetings needed to be cancelled due to conflicts of committee members schedules. The following items were discussed:

Extension Educator Statement of Purpose In Bylaws-

Discussion of this was needed to clarify the purpose of the EEC Council for the current Council because the bylaws differ from what is on the web.

A proposal was created in April 1998 when the EEC requested a meeting with the Leadership team to review it's role. The EEC was serving as the sounding board for the Director but this group didn't represent the PAT staff or operating staff. After discussion with the EEC it was jointly agreed to disband the policy advisory Council. The EEC bylaws were amended to represent Extension Educators in UNH affairs and to expand the County Management team. The EEC didn't send out the amendment it was just adopted.

The business of this council is not direct responsibility of the Dean and Director but the Director will meet with the group when needed. This eliminates # 2 of the Statement of Purpose in the Bi-laws- # 2 the Extension Educator Council also functions as an advisory Board to the Director of Extension on UNH Extension policy.

Some staff see the EEC as a sounding board. The EMT team addresses broad Organizational issues. Individuals with Programmatic concerns need to go to their Program Leader.

Channels for voicing concerns of Extension Educators -

Issues that specifically affect Extension Educator Council should be dealt with by the Council.

The EEC represents the EEC classification for Extension within the University and affairs that affect this group.

When people have questions on Employee polices they are to refer to the University Handbook on the Web. There are some personnel policies however that pertain to

Extension Educators only.

Other channels for concerns should go to the COA, programmatic issues to the program leader. If there are grey area issues it is appropriate to discuss and move it on to John Pike.

Discussion of What an Engaged University is and its impact on Extension -

To date it has been felt that it hasn't had a detrimental effect on the organization.

We have built appropriate partnerships with Faculty/students and Cooperative Extension. Engagements is here to stay . It has been felt that it has been an enhancement. The issue being raised was the amount of Specialist time, reduction of time and some faculty going to 9 month appointments. Diminishing FTE's is an overall concern. There was question as to what happens to staff with this change.

Salary Equity and ranges within the University System -

The group was updated by Jim on the funding dollars for Extension.

Formula funds - These have been flat for many years. Now all new money is competitive and is being offered to others beyond Extension which makes it more competitive.

6.4 million dollars come through the University to Extension.

One of the committee members asked if a position changes is there an impact statement done to reflect the changes and its impact. It was noted that if Extension is funding more than 50% of a position then it is an Extension position. It was noted that the provost likes academic year appointments. People in the Extension Educator system as specialists will not be affected by the 9 month appt.

Salary - Jim did a survey of salaries across the nation. UNH is proposing a 6% increase, 3% for cost of living, 2% merit, and 1% external market deficiency adjustment. The University has done an analysis of positions and gave 19% to the most deficient overall in the system. On the CREES web page can be found salary analysis of Extension positions.

Jim is reviewing positions for Assistants and Associates for range movements.

Val made a motion for some to get 2 range level movements for assistants and 1 step for associates . This would affect 9 Assistants and 13 Associates. It was

recommended that Full Extension Educators/Associates get 1% market equity adjustment and 2% be left for merit . It was noted that the University Trustees recommended that only those receiving above average evaluations get merit only.

Val made a motion to make a recommendation to support a flat rate for above average and outstanding. This was seconded by Marshall. It was a unanimous vote by the group.

We thanked Jim for his hard work and support of working with the Council to help with understanding the budget and the options available based on the funds.

Telecom muting- Concern was raised over the number of staff who may be telecom muting. It was reported that six staff have formal agreements to do this. It is dealt with on a case by case basis. Karen Blass representative on the USPP Council is keeping the committee informed on the discussion of this issue at the University level. Extension does have guidelines in place for telecom muting and staff need to be referring to these if they have questions. If there are county issues with this it is to be dealt with by the Local Advisory Council and the specific Program Leader. If there are issues when a Specialist can't be reached then it needs to be brought to the appropriate Program Leader.

Mentor System -

This was discussed and how it would be handled by the organization. It was suggested that it should be a part of the plan of work and that staff should get release time for this. Through the Strategic plan In service needs came out as being a need and the need for new staff orientation. A new staff orientation was being planned by Sally Barney and was to be held on May 12th. Sally is working with Ed for building a framework for new staff training. Ed will share the new framework with the Council in the fall. This will become a formalized program in Extension. Ed will meet with the group at the November meeting.

Maynard Heckle Educator Award -

Maynard Heckle, former Director of Cooperative Extension has given \$25,000 to establish this fellowship. It is targeted at Extension Educators for innovative programming in 3 areas. The money will be awarded in the fall. Extension Educator Council is being asked to handle this award. The group voted unanimously to take on this charge. The money is to be used for continuing support of a persons program. Marshal suggested that we recognize Maynard and Audrey Heckle for the fellowship. Marshal and Debbie will draft a thank you. The group will discuss the particular criteria at the September meeting, format etc.

Steve Judd will represent Pat staff on the Pat Council.

Meeting Adjourned 12:05

Next meeting is September 12th.

Secretary,

Deborah Cheever