

EEC Meeting
July 10,2002

Present: George Hamilton, Debbie Cheever, Val Long, Steve Turaj, Karen Blass, Cheryl Smith

March Minutes were reviewed and approved to be placed on the web.

May minutes were approved with minor corrections and approved to be placed on web when corrections have been made. Debbie will get both months to Faye Craigin for placement on the web.

Annual Meeting -

A discussion was held regarding the annual meeting and the suggestion was made by the committee to have included at the annual meeting a UNH benefits and policy update session or review for things that apply to Extension.

Awards Recognition Committee -

Alice sent a report through George. The committee has met to list ideas for staff awards and will submit a format to Ed.

Heckel Award -

A letter thanking the committee for its work was read from Maynard and Audrey Heckel. Nominations were discussed. The process begins now because UNH Fellowship Foundation needs to have this information by October.

The process will be kept the same for this year with minimum changes. After the September evaluation process the committee will develop criteria format for the judging of the applications. Five individuals names came forward for this years nomination and Val. was going to contact them with the application process and dates for submission.

Mentor Program -

This came up for discussion again. Steve brought information he had found on Mentoring programs.

The group was informed that Sally Barney and Mary Ann Kasprak have been developing an orientation, Mentoring proposal for the Leadership Team . Mary Ann is doing this project as part of her graduate degree program. Bob Edmunds will meet with the leadership team in September to present the proposal. Bob Edmunds is in charge of orientation and Mentoring and is working with Sally and Mary Ann on this project.

A question arouse as to whether it was a duty of EEC to be reviewing Mentoring. Ed joined the group and clarified that staff development was identified in the Strategic Plan and that this group doesn't have the responsibility to develop but could provide input. George asked how the group gives input and when there will be opportunity for input? The group felt they wanted to provide constructive comments as this is the group that represents Extension Educators.

Ed will send the committee in early August a copy of the proposal to review.

Ed was asked if Sally and Mary Ann had gotten any internal input for the program or looked at exit interviews of those who have left Extension. Ed indicated that staff who had left Extension in

the last 21/2 years had been interviewed. They have also worked with a consultant through Mary Ann's project. Ed has shared informal information with Sally as well.

Once approved it will be implemented as soon as possible. Program Leaders are the persons responsible for seeing that it is implemented.

It was noted that the CIT office needs to actively involved in the Mentoring program for staff.

Sally contacted 30 people for input that were program staff.

Policy Manual -

Jim, Alice, George, Sharon Demurs will begin work on this after the September meeting.

Merit discussion -

The group discussed whether they wanted to recommend a different system as it related to Outstanding, Above Average for next year. The system it was felt by the group should reflect more people in the above average area and less in the outstanding. It can appear as though merit is used for something other than meritorious effort

A question was raised about criteria for who is getting merit? Is this in place?

The criteria has been for those in the outstanding and above average categories.

The group felt the criteria should be consistent in all areas.

A question was asked if there is another group looking at Performance appraisal.

UNH Master plan -

George received the document for this and saw that there was no representation on it from the EEC. Following up with this there is now representation on the committee from Cheryl Smith. Kathy Neal, Extension specialist, is looking at Landscaping.

Parking at the University -

George brought up and the group discussed whether a statement was needed form this committee for Extension Staff on Campus?

Cheryl took the ideas of the group and will represent them at the meeting. If people want to be kept informed of the progress of parking they need to refer to the UNH website.

SPPC Council -

Items discussed included Long term Disability plan changes, medical costs upon retirement, additional pay policy and employee contributions to medical plan policy. The University is still working to find solutions to help mitigate the cost of insurance for those in the HMO plan They are working at a policy that treats employees equitably.

The Presidents Council will review the proposed strategy before recommending to the Trustees in June. Next meeting of this group October 17th.

UGGC-

Hasn't met since last time. The group is waiting for the new President.

Discussion on the 2% recission by the State Government. The University will not get their budget all up-front which will reduce the amount of interest that the University gets from the lump sum so this will reduce available funds to the overall budget.

Nominations -

Val Long's term will be up. She is interested in being nominated again.

Up coming meetings for the year.

November 13th, January 8th - Taylor Hall

Next meeting set dates for 2003

Meeting Adjourned 12:00pm

Agenda items for September

Bob Edmunds, Ed McAllister- Mentoring proposal
Review Maynard Heckel Nominations
Performance Appraisal - Ed to discuss current process
Election process - Discuss this
Sharon Demurs - Benefits
2003 Dates

Secretary,
Debbie Cheever
Extension Educator, 4-H