

EEC Meeting
May 9, 2007
Taylor Hall

In attendance: Matt, Steve, Geoffrey, Alice, Julie
Guests: Paul, Jim

COA Issues: 9:15 Matt opened up with COA discussion to Paul BK who recognized Matt for his service at this. Then distributed current job description and guidelines for discussion. He reviewed high points.

Questions asked: Does a typical COA actually drop something?

Answer: Consensus - doesn't happen. Concern that so unpredictable, all consuming at times. Also, that doesn't factor in loss of specialist support, Grant/Interdisciplinary, maintaining program competencies; new changes in Extension that impact field staff time in recent years.

Discussion about COA solutions:

- program leaders talk between themselves as to who can best fit this into current work load.
- delegation/pay/recognition of secretarial staff to take on some of these responsibilities.
- council training and responsibilities, them doing more. ie - **them** presenting the budget.
- proper training, experience as part of COA position determination. Support group type for COA networking.
- need to look at interdisciplinary efforts.
- how this fits into promotion.
- need to support COA's with authority for specific administrative responsibilities they are charged with accomplishing "Consensus doesn't always happen."
- can we think of this as a "Program Area" - ie "Leadership/Community Development/etc."
- monetary compensation is it adequate? "If takes 20% of time and nothing dropped should pay 20% more in salary – or-0-"

Other -

Matt: had recognition program; went well.

EEC member received President's Award - Alan Eaton

Jim and Paul excused - EEC council members continue.

SPPC - meeting attended by Alice in March, missed April (snowstorm)

Some high points:

- Wellness methods to improve employee health mostly O/S related.
- Communicable disease policy updates, 'closure policy'.
- Background check policy - when appropriate for job.

Health Insurance: Harvard Pilgrim

- costs expected to rise 15-20%
- how to reduce impacts on employees
- what changes to plan will most reduce costs (see outline 2008 Plan Design changes)
- agreed that we need to first know what increase cost will be if we do not change anything so can compare. This is being worked on by Joan.
- Perhaps then go where biggest lump sum savings possible.
- Will respond once we then pool these we represent.

Note by Matt - a mini-retreat on benefits with other Councils being planned for this summer.

Staff Council Brochure circulated by Alice.

Minutes from last meeting reviewed - ok.

Back to COA issue:

- consensus amongst council is that COA **is** clearly an add on job. Reality is people becoming COA **do not/are not able** to give up anything. Importance of Program Leader help in this.
- Discussion about developing COA's separate as a program area or as an additional skill or interdisciplinary area.
- To keep this issue in focus, will ask staff to comment on COA concerns on our blog which we will announce as being in operation now.