

STAFF COUNCIL
MINUTES
OCTOBER 8, 2007
3:00 PM

Present: Debbie Allen
Robert Castleberry
Karen Cochran
Stephanie Cooper
Paul Cross
Betty Smith

Absent: Todd Essary
Bert Miller
Bob Vavricka

1. The meeting was called to order at 3:05 pm by Stephanie Cooper, Vice President.
2. Approval of Minutes

October 1, 2007 Minutes were approved as distributed. Betty Smith will submit the minutes to Susan Ragland to be placed on the Staff Council Webpage.

3. Unfinished Business

Three staff members were selected to serve on the Visions and Traditions Committee. They were Betty Smith, Paul Cross and Gina Smith.

4. New Business

Communication with Staff

Different ways were discussed to solicit suggestions/comments from Staff members. It was agreed by the Council to have Staff Council Suggestion boxes placed in the Physical Plant and the Administration Building (this box will be placed next to the ECU Journal rack located on the first floor, center hallway between vending machine room and lounge area). The Maintenance Department will build these boxes.

A suggestion/comment form will be developed. Debbie Allen will research different form types and respond back to the Council with her findings. This form will be made available to all Staff members. The form will be available on the ECU Staff Council Webpage and printed in hard form to be placed with each suggestion box. Staff may submit their suggestions/comments by email (staff member will remain anonymous), by placing a hard copy in suggestion box, sending through campus interoffice mail, or placing in the drop slot by the ECU mailboxes (suggestions sent via campus mail or placed in the drop slot must be placed in an envelope addressed to Staff Council, Box S-51).

Staff Council Suggestion boxes and forms will be made available by November 1. Any

suggestions/comments received (placed in boxes, sent by email or interoffice mail) will be collected prior to the next scheduled Council meeting and will be brought to the Council meeting for discussion. If a Staff member has a pressing issue that needs to be discussed by the Council, then that issue will need to be presented directly to a Council member. Special meetings of the Council may be called if needed in addition to the regularly scheduled monthly meetings to discuss any issues.

6. Committee Reports

Debbie Allen reported that the following people were selected to serve on the Nominations/Awards Committee: Gina Smith, Mary Tilley, Kathy Baker, and Carol Peshehonoff.

7. Adjournment

The next scheduled meeting of the Council will be November 12, 2007, at 3:00 p.m. Bob Vavricka will notify the Council and general Staff of the meeting place. There being no further business the meeting adjourned at 3:40 pm.