

GENERAL STAFF MEETING
MINUTES
AUGUST 15, 2007
1:30 PM

1. Bob Vavricka welcomed all staff members attending.
2. Bob Vavricka stated last year a group was selected by Dale Hayden to setup the Constitution/By-Laws for the Staff Council. Bob recognized last years members: Bert Miller, Bob Vavricka (President), Betty Smith (Secretary/Treasurer), Stephanie Cooper (Vice-President), Robert Castleberry, Terri Curry, and Jeremy Bennett. The Council met once a week for the entire year. The Constitution/By-Laws were established and ratified by the ECU staff. A copy of this is available on the ECU Web site under Staff Council. Minutes of Council meeting will be posted on this web site also.
3. Staff Council members elected for the 2007-08 year are: Debbie Allen, Todd Essary, Paul Cross, Karen Cochran, Bert Miller, Bob Vavricka, Stephanie Cooper, Robert Castleberry, and Betty Smith. Jeremy Bennett resigned his position. The Staff Council will meet once a month (according to the Constitution). The first meeting will be held in September and officers will be elected at that time.
4. An Awards Nomination Committee was formed to submit nominations to Dr. Rafes for Staff awards. The committee consists of Debbie Allen, Twilla Brown, Robert Hayes, Susan Ragland and Bob Vavricka (Chair). A form will be created and placed on the Staff Council web site to solicit nominations from all staff, faculty, administration and students. The Staff Awards form needs to be completed in more detail. Please be more explicit.
5. The purpose the Staff Council is to:
 - To serve as a representative body for the East Central University staff providing a forum for the expression of ideas and concerns.
 - To refer issues to the President of the university and the university administration in matters that are relevant, or which directly affect the East Central University staff.
 - To advance the mission and vision of the university.
6. Bob Vavricka opened the meeting up to any questions/comments.
 - It was stated the Constitution may need to be modified due to new job classifications.
 - What procedure is in place for submitting comments? Any comments may be emailed or submitted in writing. Comments could be made verbally but the Council would prefer to have those in writing. Stephanie Cooper assured the Staff that names would not be used from submission of comments. You will remain anonymous (even email names are not used).
 - New parking procedures. This was the first the Staff Council had heard of this. The staff were informed that only students were being issued new parking tags. The faculty and staff will be using the same parking tag for now.
 - What is the time line for the new reclassification system for staff? The Human Resource director is in charge of this and it is in the works to be put in place this year.
 - Bob Vavricka stated that he had sat in on several budget meetings with the administration. He was allowed to observe the process and hopes we will be able to

participate more fully in the future.

-Personal issues of staff members need to be resolved within the staff member's department. The Staff Council is not a meditation group.

7. Bob Vavricka thanked all staff members for attending.

The meeting adjourned at 2:00 pm.