

STAFF COUNCIL  
MINUTES  
DECEMBER 10, 2007  
2:30 PM

Present: Karen Cochran  
Stephanie Cooper  
Paul Cross  
Todd Essary  
Betty Smith  
Bob Vavricka

Absent: Debbie Allen, Robert Castleberry, and Bert Miller

Guests: Dr. Richard Rafes

1. The meeting was called to order at 2:35 pm by Bob Vavricka, President.

2. Approval of Minutes/Budget

November 12, 2007 minutes were approved as distributed. Minutes will be submitted to the web master to be placed on the Staff Council Web Page.

3. Unfinished Business

Bob Vavricka stated that he had placed an order for the new ECU pins. The pins should be in by the next Council meeting.

4. New Business

a. Communication from staff. Only one written comment was received. This comment dealt with allowing smoking in a shop building. Since ECU is smoke free in its buildings no action will be taken. A verbal comment was received dealing with signs blocking ice covered steps. It has been noticed that lots of people ignore these signs. It was suggested that an email be sent to all employees and students informing them about purpose of the barricades and the risk they are taking by ignoring these. This email could come from Bert Miller, the Human Resources Office, or the Physical Plant.

b. Dr. Richard Rafes, President, stated that the fall semester had been a busy time. He regretted not being able to attend the Staff Council meetings and requested to receive a formal invitation each month in the future so that the Council meeting time could be placed on his calendar.

Dr. Rafes stated that he needs a mechanism to respond with facts to different rumors on campus and has decided that he will have suggestion/question boxes (similar to the Staff Council Suggestion boxes) placed on campus. These will allow employees to make suggestions or ask questions at any time. Dr. Rafes stated he would send out a response email on a weekly or bi-weekly basis, depending on the number of responses he receives, to everyone on campus. Dr.

Rafes felt this would help address morale issues on campus.

Dr. Rafes questioned what the response was to the \$1200 raise for staff. The Council felt most staff were pleased to receive this raise. Dr. Rafes was disappointed in the low turn out for the Brown Bag Lunch. He felt the low turn out was due in part to the bad timing of scheduling this lunch. Dr. Rafes was concerned about the awards being given having a negative effect. He requested feedback from staff as to whether the awards should continue to be given to individuals or the monetary amount just be put into salary monies. The Council felt most staff are just waiting to see how the merit system goes. Dr. Rafes stated that Dr. Cole gave everyone the same merit pay but picked out certain ones to get more. Dr. Rafes feels the supervisors should be making the decision about merit but he stressed that communication must be better. The first evaluation form did not work well. The Council asked Dr. Rafes if the staff would be allowed input when the evaluation forms are developed. The faculty had a big say in what evaluation instrument they are using. The Council feels the staff will be getting an evaluation instrument that someone else has developed. Dr. Rafes was told that Leslie Martin, Human Resources Director, had stated at the last Council meeting that the Council would not be involved in developing an evaluation form. Dr. Rafes stated that he would discuss this with Leslie and that the Council should establish a committee to work with Leslie.

Dr. Rafes stated that the ECU Branch Campus at Ardmore is moving forward. He hopes a final decision will be made by March or April. Dr. Rafes reminded the Council of the First Night Ada, December 31<sup>st</sup>. He encouraged all to participate in this. Plans are moving forward on the expansion of the University Center, new turf for the football field, and a new weight center. Approximately \$200,000 has been donated for new turf and \$100,000 for a new weight center.

Bob Vavricka thanked Dr. Rafes for attending the Council meeting.

5. Committee Reports

There were no committee reports at this time.

6. Miscellaneous

Bob Vavricka asked for volunteers to serve on a committee to meet with Leslie Martin. Stephanie Cooper, Betty Smith, Todd Essary, Paul Cross, and Karen Cochran all volunteered to serve.

7. Adjournment

The next scheduled meeting of the Council will be January 14, 2008, at 3:00 p.m. There being no further business the meeting adjourned at 3:25 pm.