I. **Call to Order**

II. **Approval of Minutes**
   A. October 14, 2004 Meeting Minutes

III. **Special Order of the Day**
   A. Grievance Policy Training – Greg Miller, HR
   B. Updates to the By-Laws – Rebecca Bizzell
   C. Membership Committee – Rebecca Bizzell

IV. **Comments from Executive Committee**
   A. Comments from the Chair, Rebecca Bizzell
   B. Comments from the Chair-Elect, Kim Wilson
   C. Comments from the Secretary, Amanda Turner
   D. Comments from the Treasurer, Alan Bailey

V. **Monthly Updates**
   A. Committee Reports
      1. Communications Committee – Ann Weingartz, Chair
      2. Compensation & Benefits Committee – Pat Brown, Chair
      3. Diversity Committee – Petra Rouse, Chair
      4. Personnel Policies Committee – Lisa Graepel/Chris Inniss, Chair
      5. Rewards & Recognition Committee – Lynn Burroughs, Chair
   B. Other
      1. Parking & Transportation Committee – Alise Rowan/Brenda Swain (alternate)
      2. ECU Citation Appeals – Dennis McGee/Suzanne Rouse/Richard Yakubowski
      3. SEANC – Richard Yakubowski
      4. Faculty Senate – Alan Bailey/Rebecca Bizzell
      5. Treasured Pirate Employee Award Program – Annie Fuller/Kim Wilson
      6. New Employee Orientation Program – Annie Fuller
      7. Search committee for the Assistant to the Chancellor for Institutional Diversity – 
         Petra Rouse and Rick Yakubowski
      8. Search committee for the Provost/Vice Chancellor for Academic Affairs – 
         Rebecca Bizzell
      9. Search committee for the Vice Chancellor for Research & Graduate Studies – 
         Kim Wilson
VI. Old Business
   A. “Constituency” List – Rebecca Bizzell

VII. New Business

VIII. Announcements
   A. Next ECU Staff Senate Meeting: Thursday, December 9, 2004.
      Location: Willis Building auditorium. Time: 3:30 pm to 5:00 pm

IX. Adjournment