



COUNCIL of CLASSIFIED EMPLOYEES
West Liberty University

West Liberty, West Virginia 26074

REGULAR MEETING – September 8, 2016

Present: Katie Cooper (Chair), Michelle Panepucci (4), Sue Garrison (5), Rhonda Tysk (BOG), Stephanie North (3), Sherri Mason (1), Michelle Stack (1), Alan Ramsey (5) Guests: Diana Harto

The meeting was called to order in the Shaw Hall board room at 1:33 p.m. by Chair Katie Cooper.

Review of 06/09/2016 minutes; no revisions. Meeting minutes are available on the web site.

ADVISORY COUNCIL OF CLASSIFIED EMPLOYEES (ACCE):

Bob Wise (absent) emailed report to Katie. There was a retreat held in July. Items discussed were the market study, review of paygrades, Chancellor Hill is not in favor of tuition increase so there could be a proposed increase in soda or alcohol sales tax, PEIA deficit is still an issue, schools are to report to HEPC about staff and the state is down 1,100 staff. ACCE Meeting on campus will take place on September 21 at 9am in the Boyle Room. Staff is encouraged to attend. Katie will send an agenda when it becomes available.

BOARD OF GOVERNORS:

Rhonda Tysk reported that she emailed the last report to staff. George Couch resigned as chair and, Les DeFelice is serving as interim chair while nominations are being accepted and voting is to take place. October 5th is the next meeting at 4pm. Scott gave an enrollment update stating that while new student numbers are ahead, there was a large graduating class in both the May and December graduating classes which will still show overall enrollment being down. We are also ahead in numbers for the budget projection and residence halls. A final enrollment report will be given after enrollment is confirmed. Angie Hill accepted a position with the foundation and will give reports to the BOG. Ron Witt also gave an alumni report, graduate programs were discussed and the weapons policy was discussed.

OLD BUSINESS:

Ombudsman: Sherri stated that an email went out to staff from HR with details about how they can contact the representatives.

Policy Committee: Dr. Crawford is working with committee to review all policies. Jill Nixon will need replaced on committee. Suggestions for replacement were discussed. It was agreed that Mary Ann Edwards would be a good person to nominate. Katie will mention it to see if she has interest.

NEW BUSINESS:

Human Resources: Report from Diana Harto. The fair labor act is under review, changes will depend on the election and who takes office, memo will go out to staff with details when they become available. There will be exceptions in higher education. Performance review processes will change and will be due in the spring. There will be a new form that will be friendlier. More information will be sent regarding those changes. New hire review processes are being reviewed. All positions requiring WV 48s will be reviewed. It is the intention to eliminate the use of the WV 48 form with the exception of vendors. All hiring and job posting will move to Neo-gov. Staff update: Bill Piccard resigned as police officer. Will still be searching to fill officer positions. Joe Montemurro will serve as the new police chief and safety director. He is from North Carolina and will be relocating to campus with his family.

Committees:

Social Committee: Pot luck social lunches seemed to be favorable. Will plan one for October 21st, on fall holiday. Will check availability of the alumni room from 11am-1pm. Will possibly plan a basketball tailgate at a game in the future as we also did last season.

Orientation Committee: No report.

Staff Development: \$15,000 in fund. 3 applications were approved for a total of \$1,538 so far. Encourage staff to apply for funding. Discussions were talked about using staff development to sponsor some "community education" type lectures on campus for staff such as an excel class or workshops that staff would want to learn about.

Fundraising: Discussion of possible 50/50 raffle at basketball games, suggested to do a pre-sale of the tickets. Also will inquire about a Sarris Candy sale. Rhonda will see if Herb has details since he helped with a previous sale.

Scholarships: \$2,500 in scholarship account. Applications are ready to review. 4 applicants will receive an award of \$250 per year. All 4 applicants will be awarded the scholarship.

Other:

Holiday Calendar was discussed. This calendar was distributed to staff and is approved by HEPC.

The next meeting will be held Thursday, October 13th at 1:30 p.m. in the Shaw Hall board room located on the second floor. Meetings are open to all classified staff.

The meeting adjourned at 2:27 p.m.

Minutes respectfully submitted by
Michelle Panepucci (4)