



***COUNCIL of CLASSIFIED EMPLOYEES***  
***West Liberty State College***

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***West Liberty, West Virginia 26074***

REGULAR MEETING – March 19, 2009

Present: Bo McConnaughy, Council Chairperson (5), Stacie Bado (4), Bev Burke (BOG), Eleanor Coen (4), Mary Ann Edwards (ACCE), Cindy McGee (1), Ashlea Minch (3), Nancy Quigley (1), Alan Ramsey (5), Mikie Turner (5), and Rhonda Tysk (3).

Absent: Roger Bertelli (6/7).

The meeting was called to order at 1:30 p.m. by Chairperson Bo McConnaughy.

President Capehart was introduced by Chair Bo McConnaughy. President Capehart reported that The Highlands has overcome the financial situation and construction of the West Liberty site at The Highlands can now proceed. The shell of the construction is slated to be completed around May 1, with the interior being completed by August 1. President Capehart stated he is very optimistic the construction will be completed on time. The President also shared that information concerning University Week will be e-mailed to all WL employees this week. He encourages everyone to participate not only in the employee activities, but also in the community activities, such as the community picnic. President Capehart said he was on his way to meet with the Governor. Since there has been a 2% reduction in money from the state, the President will learn from the Chancellor what reduction, if any, will be required by West Liberty. President Capehart assured Staff Council that classified staff raises are still one of the highest priorities.

Brian Warmuth was then introduced by Chair Bo McConnaughy. Mr. Warmuth presented the results of the Human Resources Effectiveness Survey. The complete results are attached to these minutes. Brian emphasized that these results will serve as the baseline for future surveys by the Human Resource Department, and they indicate where the Human Resource office is doing a good job and where there is room for improvement. The response rate to the survey was 34.4% of the employees of West Liberty, 88 participants. Brian stated that the survey and the results are not scientifically based.

The minutes were reviewed and approved. A motion to accept the minutes was made, seconded, and approved unanimously.

**BOARD OF GOVERNORS:** Bev Burke reported that there has not been a BOG meeting.

**ADVISORY COUNCIL OF CLASSIFIED EMPLOYEES (ACCE):** Mary Ann Edwards was unable to attend the latest ACCE meeting since it was meeting at the same time as the Classified Staff Council meeting. Her report will be posted as soon as she receives the information.

**OLD BUSINESS:** The fundraiser event is proceeding. Rhonda Tysk has been in talks with Keith Kaczor, who contacted Sam's last year for the donation money to purchase the items for the raffle. Rhonda has been in contact with Sam's, as well, and has completed forms required by Sam's to receive the grant money. There will be more information on the fundraiser after next month's Staff Council meeting.

**REMINDER:** There will be a Classified Staff Council election on April 9 from 11:00 a.m. to 1:00 p.m. Voting will take place in the hallway outside of Financial Aid, as in the past. Anyone who would like to nominate someone, please get permission from that person first and then contact, in writing, Nancy Quigley by **April 1, 2009 at 3:00 p.m.** **Group 1 needs two reps; Group 3 needs two reps; Group 4 needs one rep; and Group 6 needs two reps.** To see which group you are in, please access the latest Classified Staff Listing on the West Liberty website. If you are unable to access it, please contact your group representative for assistance.

One nomination has been received for BOG representative, nominating Beverly Burke.

**NEW BUSINESS:** The date of the Classified Staff picnic will be July 10, more information will follow. The Classified Staff Service Award will be discussed at the next meeting.

A motion to adjourn was made and seconded, approved by all. Meeting adjourned at 2:30 p.m.

The next meeting of Classified Staff Council is scheduled for April 9, 2009 at 1:30 p.m., room 310 in the library. Meetings are open to all classified staff.

Minutes respectfully submitted by  
Eleanor Coen, Classified Staff Council Secretary