



COUNCIL of CLASSIFIED EMPLOYEES
West Liberty University

West Liberty, West Virginia 26074

REGULAR MEETING – March 9, 2017

Present: Katie Cooper (Chair), Michelle Panepucci (4), Sue Garrison (5), Bob Wise (ACCE), Rhonda Tysk (BOG), Michelle Stack (1), Dawn Swiger (4), Travis Hinkle (3), Luke Tacosik (Alternate) Absent: Sherri Mason (1) Travis Hinkle (3), Alan Ramsey (5) Absent: Stephanie North (3), Rich Blankenship (6/7), Bruce Jochum (6/7), Guests: Diana Harto, Mary Ann Edwards, Sara Sweeney

The meeting was called to order in the Shaw Hall board room at 1:35 p.m. by Chair Katie Cooper.

Meeting minutes are available on the web site.

ADVISORY COUNCIL OF CLASSIFIED EMPLOYEES (ACCE):

Last meeting in January was held at Pierpont CC in Fairmont. Review of compensation and classification schedule. Possible elimination of scale with paygrades and moving toward a performance based system with pay ranges. Hand out of House bills for the legislative sessions. Discussion on HB 2542 relating to public higher education personnel. Staff asked to write emails or call with your concerns. Introduced bill for increment pay increase from \$60-\$100 with no waiting period. Next meeting March 14th at Marshall Univ. graduate center in Charleston.

BOARD OF GOVERNORS:

Rhonda Tysk, attached report in detail. Summary: Last meeting was February 1. Dr. Crawford introduced new programs, MS in Biology, Dental Hygiene and Clinical Psychology. Enrollment reports reflect the numbers are up but housing numbers are down. Discussion of technology infrastructure, introduction of new coached in acrobatics, soccer, and track. There has been a \$1 million pledge for a new soccer/track complex. Next meeting will be April 5.

OLD BUSINESS:

Picnic: Picnic planning. Will explore food options between Sodexo, potluck or contacting G-Top. Further discussions will follow.

NEW BUSINESS:

Elections: Proposal of Revision of Classified Staff election process (handout). Rhonda motioned, Michelle Stack 2nd motion, None opposed. Katie will update policy to reflect appropriate numbers of representatives for each group according to group size. Elections to be held in April. Terms are a 2 year time period. All groups agreed to nominate and vote for new representatives. Election date Wednesday April 19th possibly in faculty lounge from 11am-2pm. Then ballot boxes could be placed in mail room from 8am-8pm if needed.

Ombudsman: No report

Committees:

Social Committee: Travis asked for help for picnic planning. Possible date June 16th. Still need to be presented to cabinet for approval.

Orientation Committee: Sue reported that we now have the new hire orientation packet available.

Staff Development: No report

Fundraising: No report

Scholarships: No report

Human Resources: Discussion of PIQ elimination, job descriptions should be written for a position not for a person, further discussion on House and Senate bills, new training vendor (Campus Answers) which is used more for higher education, Background checks (Good Hire), Performance reviews will be sent out soon, new web pages designed for easy access to HR information, must request student workers by completing the request to hire forms through HR.

The next meeting will be held April 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 2:35 p.m.

Minutes respectfully submitted by Michelle Panepucci (4)

**BOARD OF GOVERNORS MEETING
FEBRUARY 1, 2017
REPORT TO CLASSIFIED STAFF**

1. Dr. Crawford gave a brief update on academic programs. This update included the addition of 3 new Master's Degree Programs: Master of Science in Biology; Masters in Dental Hygiene; Masters in Clinical Psychology.
2. Scott Cook gave an enrollment update: Overall enrollment is up; Housing occupancy is down. We currently have 912 students in campus owned housing. This is down 3.5% in comparison to last Spring, but we budgeted for an 8% decrease.
3. President's report:
 - a. Final enrollment for the 2016-17 Spring Semester is approximately 30 students ahead of a year ago. This equates to close to a 2% increase over last spring and represents the first enrollment increase (in a semester) since 2012. Of special note in the final enrollment figures for the current Spring semester is a 3% increase in new students (freshmen and transfers), a 24% increase in graduate students, and an increase in the number of former students returning to matriculate after being absent from campus for at least one semester.
 - b. Focused planning is continuing on the proposed upgrade of the University's technology network infrastructure. Priorities are being finalized regarding the investment of approximately \$836,000 (remaining from the Campbell Hall construction bond) toward improving the overall effectiveness of the digital network in order to provide a seamless student experience in terms of Wi-Fi.
 - c. Treasure Fields is joining WLU as the first Head Coach of our new Acrobatics and Tumbling program.
 - d. Justin Simpson has been hired as the University's Head Coach for Men's and Women's Track and Cross Country teams.
 - e. A search is underway for a Men's Soccer Coach for the 2017 season during which the newly formed team will function on a "club" basis, prior to moving to an NCAA competitive level in 2018. (*We have since hired Thomas Olivier, the former Assistant Men's Soccer Coach at Marshall University.*)
 - f. Dr. Greiner met with Dr. Riley of WVNCC regarding a marketing idea of advertising "guaranteed admission" to WLU once students attain their Associates Degree at WVNCC.
 - g. We do not have any international students who are impacted by President Trump's order. All of our students have made it back.
 - h. WLU has received an anonymous pledge for one million dollars for a soccer & track complex. The condition of this pledge is that this gift be combined with a \$1.5 million loan. Taking out this loan was unanimously approved by the WLU Foundation Board. This will be a low-interest loan (3%--10 years).
 - i. Current projects include tracking campus housing; discussions are being held regarding the possible building of some townhouses; if we proceed with such a project, some faculty housing will have to be torn down.
 - j. Dr. Greiner asked our Chief of Police, Joseph Montemurro to talk briefly about a proposal that is in the works. He reported that there are current discussions about WLU campus police also being in charge and covering the town of West Liberty. The financial supplement that we would receive as a result, would allow us to hire another officer. We still need approval from the Attorney General's Office before this would be able to happen.
4. Angie Hill reported the following:
 - a. WLU has received the 3rd largest estate gift in history. This comes from the estate of Dr. Larry Talley. This endowment has grown to 1 million dollars in the last 6 months. These funds will be used for scholarships for the College of Sciences.

- b. Angie reported that they are in “Great Gala” mode right now. The proceeds this year will benefit the College of Business

- 5. Reid Boden, Student Government Association President, gave his report. He is scheduled to meet with Ron Witt on Feb. 14th to begin planning Homecoming which will be held on 10-14-17. Reid also gave a “Toppers Den” update – student section at the basketball games. The WLU Foundation is sponsoring a half-court shot for a \$1,000 scholarship. SGA is also planning a bus trip to New York City the weekend of April 21st. They are also planning a “Spring Fling” (planning on using the College Union for this).
“Topper Idol” is starting tonight. It is one of the most well attended student event.

Next BOG meeting is scheduled for April 5, 2017 at 4:00 pm.

*Report respectfully submitted by:
Rhonda Tysk, WLU Board of Governors Staff Representative*