



**COUNCIL of CLASSIFIED EMPLOYEES**  
**West Liberty University**

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**West Liberty, West Virginia 26074**

**REGULAR MEETING –May 18, 2017**

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

The meeting was called to order in the Shaw Hall board room at 1:32 p.m. by Chair Katie Cooper.

Meeting minutes are available on the web site.

**ADVISORY COUNCIL OF CLASSIFIED EMPLOYEES (ACCE):**

Bob Wise absent; no report

**BOARD OF GOVERNORS:**

Rhonda Tysk reported that the next board meeting will be on June 14.

**OLD BUSINESS:**

**Picnic:** To be held at Noon on June 16<sup>th</sup> at the G-Top. Cost will be \$5 per person, council will pick up remaining cost. Travis will send out a google form RSVP and design a flyer. If you know of anyone that can sponsor prizes you can obtain a request letter from Travis. Nominations for the Staff Excellence awards are due by May 30<sup>th</sup> and will be announced at picnic.

**Elections:** Motion to destroy voting ballots from last election was proposed by Katie, motioned by Travis and second by Bruce. Dawn Swiger (group 4 rep) has stepped down. Michelle P. can stay on temporarily until the transition of the new council is in place.

**NEW BUSINESS:**

**Financial Planner:** Good feedback was given from the staff who attended the presentation given by the financial planner that was held on campus in April.

**Ombudsman:** Sherri reported that Judy Steckley will not return after July 1. Bo McConaughy will be coming back. Looking for new representative so let Sherri know if you have suggestions. Bev Burke was recommended. The question was brought up as to how to request a session with the representatives so Sherri explained that there is an email to request a meeting so it was suggested that a reminder be sent out to staff more frequently.

**Committees:**

Social Committee: No Report

Orientation Committee: No report

Staff Development: No report.

Fundraising: No report.

Scholarships: No report

Human Resources: Diana Harto reported that bill 2542 had passed and would go in to effect on June 12. The state code of section 18 B governed under the bill has changed. WLU will revise policies. Diana discussed in summary a number of repeals under section 18 B. There are three schools that are exempt (WVU, Marshall and West Virginia School of Osteopathic Medicine) but all other schools must follow. HEPC doesn't need to approve, only confirm. Classified staff council may be impacted because jobs will be reclassified and a number of employees who are now classified will no longer be considered as such. Staff who make decisions, policies, report directly to the President, fall under the fair labor act, are considered critical or hold a position in IT Services may see a change in classification. Institutions can adopt their own classification rules so there is no definite decision on how West Liberty will handle it yet. ACCE meeting is in session discussing the same as we speak and will also be discussed as an executive committee. Diana said that they will host small group sessions to get the information out when it becomes available. There is no definite timeline yet.

**Additional Concerns:**

A concern was discussed about the confidentiality agreement that employees must sign. Several people agreed that they were not comfortable with the length of the agreement and wondered also if it conflicted with other privacy laws such as FERPA. Employees are asked to sign it but if they refuse then a note will be placed in their employment file that they refused to sign it. Katie said that she had previously emailed Brian with some concerns. If anything additional should come out of it, we can discuss further.

Staff council members also asked for additional meeting regarding Diana's report on 2542. Although there will be a comment period on policy change, council would like to have input. Katie will ask for additional clarification on the changes when they become available and will also reach out to Diana and Dr. Greiner for additional meeting time.

The next meeting will be held June 15 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 2:33 p.m.

Minutes respectfully submitted by Michelle Panepucci (4)