



COUNCIL of CLASSIFIED EMPLOYEES
West Liberty University

West Liberty, West Virginia 26074

REGULAR MEETING – October 13, 2016

Present: Katie Cooper (Chair), Michelle Panepucci (4), Sue Garrison (5), Sherri Mason (1), Bruce Jochum (6/7), Bob Wise (ACCE) Alternates: Joe Mills, Luke Tacosik, Kate Billings Guests: Diana Harto

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

Review of 09/08/16 minutes; no revisions. Meeting minutes are available on the web site.

ADVISORY COUNCIL OF CLASSIFIED EMPLOYEES (ACCE):

Bob Wise reported that ACCE met on campus in September. Dr. Greiner welcomed the group and opened up for questions. Other items of discussion were reduction in force, furlough policies need reviewed and, no new developments in the market study. The next meeting will be October 17th at Shepherd.

BOARD OF GOVERNORS:

Rhonda Tysk (absent), no report was given to Katie so Diana Harto was asked to give feedback. Diana stated that they Guns and weapons policy was discussed, talks about the combination and realignment of some colleges was tabled for now to give the new board members time to review and get additional feedback from other colleges. Changes on the board included Les DeFelice as President, Pat Ford as VP, Jim Stultz as secretary and 3 new members joined: Rich Lucas, Chris Williams and Patricia Fluharty.

OLD BUSINESS:

Ombudsman: Sherri had no additional report at this time.

Policy Committee: Mary Ann Edwards will replace Jill Nixon on the committee.

NEW BUSINESS:

Human Resources: Report from Diana Harto. There will be information sessions on the Fair Labor Standards Act (FLSA). An email was sent out to staff. The dates are 10/17, 10/19 and 10/25 at 1pm in the Boyle Room. People impacted will receive a letter. This will be effective as of November 26th. CHRO meeting was held and items discussed were FLSA, the market study is nearly done however the study is just a study, more work is to be done. Diana asked our opinion about the PIQ process. It was widely agreed that the point system is not fair and HR is looking into reviewing the processes. Appropriation and state cuts are expected in the spring as the budget may reduce. As long as the cuts are not more than what we built in to the budget then it should not be a concern. A possible women's self-defense workshop could be offered if there is interest. WLU campus participated in the "It's on us" campaign, a national campaign on sexual assault.

Committees:

Social Committee: Pot luck social will be held on for October 21st, on fall holiday in the alumni room from 11am-1pm. Bring items to share or pack your lunch and enjoy time with your co-workers.

Orientation Committee: Sue Garrison stated that this continues to be a work in progress through the HR office. HR will have an intern that can assist with this. Orientation packets were being put together. Staff council will have a letter from Katie to go in the packet.

Staff Development: Diana Harto did ask if hours are accounted for with Staff Development funding. Katie did not believe that hours were tracked but the suggestion will be taken in to consideration for reporting.

Fundraising: Sarris Candy Fundraiser will take place to benefit the scholarship fund. Cost will be \$1.00 and the council will receive \$.40 for profit. Stephanie has offered to pick the order up and deliver to campus. Locations to have candy for sale on campus are as follows: ESC, Visit Center, HR, Library, Mailroom, Student Affairs (Dreama), Maintenance and the Business office. Boxes will be numbered to track locations and sales of candy.

Scholarships: \$1,000 awarded in scholarships. There were 4 students to receive them. There is approximately \$2,300 remaining in the account balance.

The next meeting will be held Thursday, November 10th 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 2:07 p.m.

Minutes respectfully submitted by
Michelle Panepucci (4)